



**AGENDA**  
**TOWN OF CAMP VERDE – PLANNING & ZONING COMMISSION**  
**REGULAR SESSION**  
**473 S. MAIN STREET, SUITE 106**  
**THURSDAY, JANUARY 25, 2024, at 6:00 P.M.**

**ZOOM MEETING LINK:**

<https://us06web.zoom.us/j/85044215262?pwd=Ylp3ZUFNN0w0RkQ3V0dLVkZiWnFsdz09>

**One Tap Mobile: 1-669-900-9128 or 1-253-215-8782**

**Meeting ID: 850 4421 5262**

**Passcode: 116183**

1. **Call to Order**
2. **Roll Call.** Claudia Hauser, Robert Foreman, Ingrid Osses, William Tippet, Vice Chairman Todd Scantlebury, Chairman Andrew Faiella
3. **Pledge of Allegiance**
4. **Election of Officers and Set Meeting Schedule** – Per Article 4-2 of the Town Code, each board and commission, during its first meeting of the month of January, shall elect a Chairperson and Vice-Chairperson and confirm the Meeting Schedule set by Council Resolution.
5. **Welcome new Commissioner Hauser**
6. **Consent Agenda** - All items listed below may be enacted upon by one motion and approved as Consent Agenda Items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of the Commission so requests.
  - a. **Approval of Minutes:**  
October 26, 2023, Regular Session
  - b. **Set Next Meeting, Date and Time:**  
February 08, 2024 @ 6:00 pm, Regular Session  
February 22, 2024 @ 6:00 pm, Regular Session  
March 14, 2024 @ 6:00 pm, Regular Session  
March 28, 2024 @ 6:00 pm, Regular Session
7. **Call to the Public for items not on the agenda** - Residents are encouraged to comment about any matter not included on the agenda. State law prevents the Commission from taking any action on items not on the agenda, except to set them for consideration at a future date.

8. **Public Hearing:** Discussion, consideration and possible recommendation to the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona for approval of Zoning Map Change for APN 403-20-007R, (generally located on the Northeast corner of West State Route 260 and West Horseshoe Bend Drive) from RR-2A (Rural Residential; 2-acre minimum lot size) to C2-4 (Commercial: General Sales and Services; 4,000 square foot minimum lot size). Staff Resource: John Knight

- **Staff Comments**
- **Open Public Hearing**
- **Close Public Hearing**
- **Commission Discussion**

9. **Public Hearing:** Discussion, consideration and possible recommendation to the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona for approval of Zoning Map Change for 27 West Head Street (APN 404-28-063J) from C2-PAD (Commercial: General sales and services, planned area development) to C2 (Commercial: General sales and services). Staff Resource: Cory Mulcaire

- **Staff Comments**
- **Open Public Hearing**
- **Close Public Hearing**
- **Commission Discussion**

10. **Public Hearing:** Discussion, Consideration, and Possible Recommendation to the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for Preliminary Plat 20230617, submitted by Craig Baker, for the purpose of developing a 161-lot Subdivision, in the High View at Boulder Creek Planned Area Development. The proposed project is zoned C2-PAD and is generally located off Aultman Parkway and Boulder Creek Road on APN 403-15-010C. Staff Resource: Cory Mulcaire

- **Staff Comments**
- **Open Public Hearing**
- **Close Public Hearing**
- **Commission Discussion**

11. **Discussion:** Discussion and possible direction from the Planning Commission regarding strategic planning goals for FY '25 and beyond.

12. **Current Events** - Individual members of the Commission may provide brief summaries of current events and activities. These summaries are strictly for the purpose of informing the public of such events and activities. The Commission will take no discussion, consideration, or action on any such item, except that an individual Commission member may request an item be placed on a future agenda.

13. **Staff Comments**

14. **Adjournment**



*Support your local merchants*

**FINAL MINUTES  
TOWN OF CAMP VERDE – PLANNING & ZONING COMMISSION  
REGULAR SESSION  
473 S. MAIN STREET, SUITE 106  
THURSDAY, OCTOBER 26, 2023 at 6:00 P.M.**

**ZOOM MEETING LINK:**

<https://us06web.zoom.us/j/84620757891?pwd=ZXhseWVXUWYxc3pXRnZEWjA3dDZHZz09>

One Tap Mobile: 1-669-900-9128 or 1-253-215-8782

**Meeting ID: 846 2075 7891**

**Passcode: 766870**

**Call to Order** Chairman Faiella called the meeting to order at 6:00 PM.

1. **Roll Call.** Mark Lomeland, Greg Blue, Robert Foreman, Ingrid Osses, William Tippet, Chairman Andrew Faiella, Vice Chairman Todd Scantlebury.
2. **Pledge of Allegiance** Vice Chairman Scantlebury led the Pledge of Allegiance.
3. **Consent Agenda** - All items listed below may be enacted upon by one motion and approved as Consent Agenda Items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of the Commission so requests.
  - a. **Approval of Minutes:**

October 12, 2023, Regular Session
  - b. **Set Next Meeting, Date and Time:**

November 09, 2023 @ 6:00 pm, Regular Session – **Canceled**  
November 23, 2023 @ 6:00 pm, Regular Session – **Canceled**  
December 14, 2023 @ 6:00 pm. Regular Session  
December 28, 2023 @ 6:00 pm, Regular Session – **Canceled**

On a **motion** by Commissioner Blue, seconded by Commissioner Foreman, the Commission **moved** to approve the consent agenda as presented.

**Roll Call Vote:**

Commissioner Tippet: Aye

Commissioner Osses: Aye

Commissioner Blue: Aye

Chairman Faiella: Aye

Vice Chairman Scantlebury: Aye

Commissioner Lomeland: Aye

Commissioner Foreman: Aye

**Motion Carried 7-0.**

4. **Call to the Public for items not on the agenda** - Residents are encouraged to comment about any matter not included on the agenda. State law prevents the Commission from taking any action on items not on the agenda, except to set them for consideration at a future date.

*No Blue Cards.*

5. **Public Hearing** - Discussion, Consideration, and Possible Recommendation to the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for Preliminary Plat 20230497, submitted by Rob Witt, for the purpose of developing a 12-lot Subdivision, known as "Feldmeier Estates" on approximately 15 acres. The proposed project is zoned R1L-35 (Residential: Single-Family Limited, 35,000 Square Foot Minimum Lot Size) and is located at 1902 and 2000 North Arena Del Loma Road on APN 403-21-009, in Camp Verde, Yavapai County, Arizona.

- **Staff Comments**

Town Planner Cory Mulcaire presented to the Commission on the prospective subdivision. This subdivision application was submitted by Rob Witt and would be located off Arena Del Lona- APN 403-21-009. This proposed subdivision is zoned R1L-35 and would be a 12-lot subdivision. Tonight, they will be looking at whether it meets the proper zoning and if most of the Preliminary Plat has been submitted accurately. Administration due diligence has been done, and no major concerns were found.

During Staff Comments, Ms. Mulcaire read a letter from a citizen, Theresa Weber, who had concerns about the height, diameter, and capacity of the water tank, as the Preliminary Plat shows that her home backs up to said water tank and to Feldmeier Estates Lot 2.

Ms. Mulcaire addressed the concerns in this letter and told the Commission that this is an administrative function, and these details will be worked out during the construction process. The proper information will be documented by the Fire Marshal and Building Official. They cannot give this individual any more information on the tank until the Fire Department tells the applicant the size of the tank they'll need.

Community Development Director John Knight said that he welcomes neighbors to come meet with staff and they can connect them with the applicant and Fire Marshal. The process moving forward, if the Commission were to recommend or deny this to Council, would be to take it before Council, regardless of the recommendation, and Council will recommend or deny that the applicant goes on and does their final Plat. There will be a much more intense and detailed process that the applicant must go through before doing the final Plat.

Vice Chairman Scantlebury wondered about the drainage in this new subdivision, as the slope is down toward parcels. He wondered what the effects of the drainage would be, and if work had been done on that.

Ms. Mulcaire told him that there hasn't been any work done on drainage, however, you cannot improve your property to increase the flow of storm water from your land to some one else's. There will be natural runoff in this subdivision, but the applicant cannot increase the flow of drainage from his subdivision to other homes.

Vice Chairman Scantlebury continued to ask clarifying questions on the General Plan and Pecan Lane character area. He wondered about future code changes that would need to happen to have this subdivision meet the requirements of the General Plan in water conservation and landscaping.

Mr. Knight told him for now they cannot ask them to meet those requirements, as they are not consistent with current ordinances.

Commissioner Foreman said that until the Fire Marshal determines how much flow of water they'll need, they won't know how big the tank will need to be. There will be flexibility on the location of it, however. Additionally, he clarified that subdivisions don't require landscaping.

The three options for the Commission would be to recommend approval to Council, recommend denial to Council, or send the application back one time to have any concerns or issues fixed.

Commissioner Ossess wondered which parcel they were looking to approve because when she looked up the parcel online, the parcel and GIS had changed. She was concerned that citizens were not informed of this change. Mr. Knight told her that they have met the minimum notice requirements. Yes, those have changed, but when they first sent out the notices, they had not changed. They cannot control that. He's confident that the attorney would support that they made adequate efforts to provide the best information. Town Planner bj Ratlief said that the physical addresses did not change.

It was recommended by Mr. Knight that when someone goes to make a motion, they include the updated parcel numbers.

Chairman Faiella wondered if the Nation had been notified, however, Ms. Mulcaire told him that they were not within 300 ft.

Ms. Mulcaire continued to share that there will not be CCR's for the subdivision, nor will there be an HOA.

They will have wells and septic tanks; however, they are planning to dedicate the streets to the town, in which they'll have to build the streets to town standards. The town will not be taking care of their private septic tanks and wells, though.

Lastly, Chairman Faiella wondered who would be taking care of the fire water tank?

Mr. Knight told him that the applicant would be presenting shortly and could answer additional questions.

*Applicant Presentation:*

David Nicolella, Land Planner with Sefton Engineering, came up to clarify and answer any questions that the Commission may have had. He did not have a presentation, as he felt the staff did an excellent job. He said that it is a goal of

the developer to dedicate the Fire District to the water tank. As far as location, they were hoping to have it close to the road so that the Fire District would not have to enter the subdivision to fill up and can access it from the road. However, nothing is set in stone. The tank will have its own well.

Commissioner Foreman said that he would be surprised if the Fire District wanted to take over the tank. If they don't, an alternative would need to take place.

Rob Witt, Applicant and Developer, shared that the well and tank will be put in according to the standards of the Fire District. He said the well and tank will be for the whole area, as there is not currently a water tank in that area. He said they do not want an HOA, nor do people who move to Camp Verde. He feels that the Fire District will have an incentive to maintain the well and tank, since it will be providing water to the whole area. Self-contained sprinkler systems would be effective for just the 14 houses, but the tank would benefit the whole area.

- **Open Public Hearing** Chairman Faiella opened the Public Hearing at 6:38 PM.

Gail Metz had many questions about the logistics of the subdivision. She is out of the zone of notification of the subdivision, but she does live across the street. She, too, wondered about the drainage issues that already exist in the area, as well as where the additional water would be going in this new subdivision. She asked about a water study being done.

Mr. Knight said that they will note the questions and concerns being brought up from the blue cards and will address them at the end and encourages community members to go into the office to talk to staff.

Cathy Morgan said that her biggest concern is the water runoff. She lives off Esther Parkway and has experienced first-hand how bad it gets. She has spent thousands of dollars trying to prevent any future damage from this run-off and would not like this subdivision to make this worse for her. She recommends that Mr. Witt sets forth CCR's. Additionally, she feels that modular homes will affect the value of the surrounding homes.

Chairman Faiella wanted Mr. Witt to address the water run-off. Mr. Witt said he would be happy to talk to the neighbors. Additionally, he said that they are required to make sure that they're not running any more water off. It's not his job to fix the current water run-off issue, but he is required to make sure that he doesn't make it worse.

He will also do all the studies that he needs to do to move forward, but feels it is not necessary or required to do an environmental study in AZ.

Commissioner Foreman took some time to address the questions, using his wealth of knowledge and years of experience. He noted that whether people agree, modular homes are the same as stick-built homes.

Mr. Knight also took some time to answer some of the questions that came up during the public hearing. He assured citizens that a sign was posted at the

site. He said it's very possible that not every lot will have a well. Drainage is tricky in this town, but he assured people that this subdivision would not make the current situation worse.

Vice Chairman Scantlebury would like to see additional procedures for water usage impacts in Camp Verde. He wondered if Mr. Knight foresees this.

Mr. Knight said there are some changes moving forward that might address some of those concerns.

- **Close Public Hearing** Chairman Faiella closed the public hearing at 6:47 PM.
- **Commission Discussion**

On a **motion** by Commissioner Tippet, seconded by Chairman Faiella, the Commission **moved** to recommend to the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for Preliminary Plat 20230497, submitted by Rob Witt, for the purpose of developing a 12-lot Subdivision, known as "Feldmeier Estates" on approximately 15 acres. The proposed project is zoned R1L-35 (Residential: Single-Family Limited, 35,000 Square Foot Minimum Lot Size) and is located at 1902 and 2000 North Arena Del Loma Road on APN 403-21-009C, formally known as 403-21-0097, in Camp Verde, Yavapai County, Arizona.

Before the vote, Commissioner Foreman expressed concern in the fire flow with the storage tank and the well and the maintenance of it. He wonders who's going to take care of those. He assumes that no building permit will be issued until the Fire Marshall and Building Official are satisfied with these areas.

Mr. Knight assured him that adequate measures will be taken on all the necessary procedures.

**Roll Call Vote:**

Commissioner Tippet: Aye

Commissioner Osses: Aye

Commissioner Blue: Aye

Chairman Faiella: Aye

Vice Chairman Scantlebury: Aye

Commissioner Lomeland: Aye

Commissioner Foreman: Aye

**Motion Carries 7-0.**

Mr. Knight reminded citizens that he's happy to meet with them and the Town Engineer to answer any additional questions and shared that this item is tentatively set to go before Council on December 6<sup>th</sup>.

6. **Current Events** - Individual members of the Commission may provide brief summaries of current events and activities. These summaries are strictly for the purpose of informing the public of such events and activities. The Commission will take no discussion, consideration, or action on any such item, except that an individual Commission member may request an item be placed on a future agenda.

Commissioner Blue shared that as a Commissioner, he feels it's important that they are informed about what's going on with the Nation and the land trade. He thinks it will have some influence on what they'll be able to do in the future.

Mr. Knight said it's on his to-do list to get them information about this that will hopefully get all the unknowns answered.

## 7. Staff Comments

Mr. Knight shared that the application period for the open spots on the Planning and Zoning Commission and Board of Adjustments has ended. Mr. Tippett and Ms. Scantlebury reapplied, however Mr. Blue did not.

This would leave them with one vacant seat and five applicants.

He also shared that in their future quarterly report, the Council would like to hear from the Commissioners, so if he encouraged any Commissioners to show up to the meeting on Wednesday.

As his time on the Commission is coming to an end, Ms. Mulcaire presented Greg Blue with a plaque for his many years of service to the Town of Camp Verde.

Ms. Ratlief gave an update on the Ordinance Work Group. She's also still working on the sign ordinance.

They will be jumping into their work on the General Plan as well. Cost wise, it's going to be expensive to get this General Plan completed, and though that expense concerns the Council, Council said they will have the necessary funds to get it done.

## 8. Adjournment Chairman Faiella adjourned the meeting at 7:15 PM.

---

Chairman Andrew Faiella

---

Community Development Director John Knight

### CERTIFICATION

I hereby certify that the foregoing minutes are a true and accurate accounting of the actions of the Planning & Zoning Commission of the Town of Camp Verde, Arizona during the Regular Session held on the 26th day of October 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 26th day of October 2023.

Mary Frewin

Mary Frewin, Recording Secretary



**RESOLUTION 2023-1128**

**A Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona setting the 2024 Meeting Dates and Times for meetings of the Council and all Commission/Committees, and superseding Resolution 2022-1102**

**WHEREAS**, it is in the best interest of the Town to inform citizens of all regular Council, Commission and Committee meetings, dates and times,

**NOW THEREFORE**, the Mayor and Common Council of the Town of Camp Verde do hereby resolve to establish the following meeting dates and times for the Mayor and Common Council, Town Commissions, and Committees as follows:

**Mayor and Council, Board, and Commission Meeting Schedule**

**Note: Meetings are held in Council Chambers located at 473 S. Main Street, Ste. 106, Camp Verde, Arizona unless otherwise noted on the notice that is posted no later than 24 hours prior to each meeting. Special meetings or work sessions may be scheduled by consent of the Town Manager and will be posted no later than 24 hours prior to such meeting.**

| <b>Mayor and Common Council of the Town of Camp Verde<br/>2024 Meeting Schedule</b> |                    |           |
|---|--------------------|-----------|
| Regular Session   | January 3, 2024    | 6:30 p.m. |
| Regular Session   | January 17, 2024   | 6:30 p.m. |
| Regular Session   | February 7, 2024   | 6:30 p.m. |
| Regular Session   | February 21, 2024  | 6:30 p.m. |
| Regular Session   | March 6, 2024      | 6:30 p.m. |
| Regular Session   | March 20, 2024     | 6:30 p.m. |
| Regular Session   | April 3, 2024      | 6:30 p.m. |
| Regular Session   | April 17, 2024     | 6:30 p.m. |
| Regular Session   | May 1, 2024        | 6:30 p.m. |
| Regular Session   | May 15, 2024       | 6:30 p.m. |
| Regular Session   | June 5, 2024       | 6:30 p.m. |
| Regular Session   | June 19, 2024      | 6:30 p.m. |
| Regular Session   | July 3, 2024       | 6:30 p.m. |
| Regular Session   | July 17, 2024      | 6:30 p.m. |
| Regular Session   | August 7, 2024     | 6:30 p.m. |
| Regular Session   | August 21, 2024    | 6:30 p.m. |
| Regular Session   | September 4, 2024  | 6:30 p.m. |
| Regular Session   | September 18, 2024 | 6:30 p.m. |
| Regular Session   | October 2, 2024    | 6:30 p.m. |
| Regular Session   | October 16, 2024   | 6:30 p.m. |
| Regular Session   | November 6, 2024   | 6:30 p.m. |
| Regular Session   | November 20, 2024  | 6:30 p.m. |
| Regular Session   | December 4, 2024   | 6:30 p.m. |
| Regular Session   | December 18, 2024  | 6:30 p.m. |

**Regular Meetings of the Planning & Zoning Commission**

Notice is hereby given to the members of the Planning & Zoning Commission and to the general public that the Planning & Zoning Commission of the Town of Camp Verde will hold **Regular Meetings on the second and fourth Thursday of every month beginning in January 2024. Additionally, Special Session meetings may be scheduled and held as when needed. All regular meetings will start at 6pm.**

| <b>Planning &amp; Zoning Commission of the Town of Camp Verde<br/>2024 Meeting Schedule</b>  |  |                  |
|--|--|------------------|
| <b>Regular Session</b>   | <b>January 11, 2024</b>                                      | <b>6:00 p.m.</b> |
| Regular Session (as needed)  | January 25, 2024   | 6:00 p.m.        |
| <b>Regular Session</b>   | <b>February 8, 2024</b>                                      | <b>6:00 p.m.</b> |
| Regular Session (as needed)  | February 22, 2024  | 6:00 p.m.        |
| <b>Regular Session</b>   | <b>March 14, 2024</b>  | <b>6:00 p.m.</b> |
| Regular Session (as needed)  | March 28, 2024   | 6:00 p.m.        |
| <b>First Quarterly Report for Period January 2024 through March 2024<br/>will be heard at the first April 2024 Council Meeting.</b>        |  |                  |
| <b>Regular Session</b>   | <b>April 11, 2024</b>  | <b>6:00 p.m.</b> |
| Regular Session (as needed)  | April 25, 2024   | 6:00 p.m.        |
| <b>Regular Session</b>   | <b>May 9, 2024</b>   | <b>6:00 p.m.</b> |
| Regular Session (as needed)  | May 23, 2024   | 6:00 p.m.        |
| <b>Regular Session</b>   | <b>June 13, 2024</b>   | <b>6:00 p.m.</b> |
| Regular Session (as needed)  | June 27, 2024  | 6:00 p.m.        |
| <b>Second Quarterly Report for Period April 2024 through June 2024<br/>will be heard at the first July 2024 Council Meeting.</b>           |  |                  |
| <b>Regular Session</b>   | <b>July 11, 2024</b>   | <b>6:00 p.m.</b> |
| Regular Session (as needed)  | July 25, 2024  | 6:00 p.m.        |
| <b>Regular Session</b>   | <b>August 8, 2024</b>  | <b>6:00 p.m.</b> |
| Regular Session (as needed)  | August 22, 2024  | 6:00 p.m.        |
| <b>Regular Session</b>   | <b>September 12, 2024</b>                                    | <b>6:00 p.m.</b> |
| Regular Session (as needed)  | September 26, 2024   | 6:00 p.m.        |
| <b>Third Quarterly Report for Period<br/>July 2024 through September 2024<br/>will be heard at the first October 2024 Council Meeting.</b> |  |                  |
| <b>Regular Session</b>   | <b>October 10, 2024</b>                                      | <b>6:00 p.m.</b> |
| Regular Session (as needed)  | October 26, 2024   | 6:00 p.m.        |
| <b>Regular Session</b>   | <b>November 14, 2024</b>                                     | <b>6:00 p.m.</b> |
| Regular Session (as needed)  | November 28, 2024 <b>Cancelled,<br/>Thanksgiving Holiday</b> | 6:00 p.m.        |
| <b>Regular Session</b>   | <b>December 12, 2024</b>                                     | <b>6:00 p.m.</b> |
| Regular Session (as needed)  | December 26, 2024  | 6:00 p.m.        |
| <b>Fourth Quarterly Report for Period October 2024 through December 2024<br/>will be heard at the first January 2025 Council Meeting.</b>  |  |                  |

**Regular Meetings of the Board of Adjustments**

Notice is hereby given to the members of the Board of Adjustments and to the general public that the Board of Adjustments of the Town of Camp Verde will hold **Regular Meetings on the second Tuesday of every month at 3:00 p.m. as needed.**

| <b>Board of Adjustments of the Town of Camp Verde<br/>2024 Meeting Schedule</b>   |                    |           |
|---|--------------------|-----------|
| 1. Regular Session (as needed)  | January 9, 2024    | 3:00 p.m. |
| 2. Regular Session (as needed)  | February 13, 2024  | 3:00 p.m. |
| 3. Regular Session (as needed)  | March 12, 2024     | 3:00 p.m. |
| <b>First Quarterly Report for Period January 2024 through March 2024<br/>Will be heard at the first April 2024 Council Meeting.</b>       |                    |           |
| 4. Regular Session (as needed)  | April 9, 2024      | 3:00 p.m. |
| 5. Regular Session (as needed)  | May 14, 2024       | 3:00 p.m. |
| 6. Regular Session (as needed)  | June 11, 2024      | 3:00 p.m. |
| <b>Second Quarterly Report for Period April 2024 through June 2024<br/>will be heard at the first July 2024 Council Meeting.</b>          |                    |           |
| 7. Regular Session (as needed)  | July 09, 2024      | 3:00 p.m. |
| 8. Regular Session (as needed)  | August 13, 2024    | 3:00 p.m. |
| 9. Regular Session (as needed)  | September 10, 2024 | 3:00 p.m. |
| <b>Third Quarterly Report for Period July 2024 through September 2024<br/>will be heard at the first October 2024 Council Meeting.</b>    |                    |           |
| 10. Regular Session (as needed)   | October 8, 2024    | 3:00 p.m. |
| 11. Regular Session (as needed)   | November 12, 2024  | 3:00 p.m. |
| 12. Regular Session (as needed)   | December 10, 2024  | 3:00 p.m. |
| <b>Fourth Quarterly Report for Period October 2024 through December 2024<br/>will be heard at the first January 2025 Council Meeting.</b> |                    |           |

**Regular Meetings of the Parks & Recreation Commission**

Notice is hereby given to the members of the Parks & Recreation Commission and to the general public that the Parks & Recreation Commission of the Town of Camp Verde will hold **Regular Meetings on the first Monday of every month at 5:30 p.m.**

| <b>Parks &amp; Recreation Commission<br/>2024 Schedule</b>   |                                 |           |
|--|---------------------------------|-----------|
| Regular Session  | January 1, 2024 -Cancelled      | 5:30 p.m. |
| Regular Session  | February 5, 2024                | 5:30 p.m. |
| Regular Session  | March 4, 2024                   | 5:30 p.m. |
| <b>First Quarterly Report for Period January 2024 through March 2024<br/>will be heard at the first April 2024 Council Meeting.</b>    |                                 |           |
| Regular Session  | April 1, 2024                   | 5:30 p.m. |
| Regular Session  | May 6, 2024                     | 5:30 p.m. |
| Regular Session  | June 3, 2024                    | 5:30 p.m. |
| <b>Second Quarterly Report for Period April 2024 through June 2024<br/>will be heard at the first July 2024 Council Meeting.</b>       |                                 |           |
| Regular Session  | July 1, 2024                    | 5:30 p.m. |
| Regular Session  | August 5, 2024                  | 5:30 p.m. |
| Regular Session  | September 2, 2024-<br>Cancelled | 5:30 p.m. |
| <b>Third Quarterly Report for Period July 2024 through September 2024<br/>will be heard at the first October 2025 Council Meeting.</b> |                                 |           |
| Regular Session  | October 7, 2024                 | 5:30 p.m. |
| Regular Session  | November 4, 2024                | 5:30 p.m. |

**Fourth Quarterly Report for Period October 2024 through December 2024  
will be heard at the first January 2025 Council Meeting.**

Passed and approved by a majority vote of the Common Council at the Regular meeting of December 6, 2023.

*Dee Jenkins*

Dee Jenkins – Mayor

Attest:

*Virginia Jones*

Virginia Jones, Deputy Town Clerk

Approved as to form:

*Trish Stuhan*

Trish Stuhan, Town Attorney



**Agenda Item Submission Form – Section I**

**Meeting Date:** Planning and Zoning Commission: Thursday, January 25, 2024

- Consent Agenda     **Decision Agenda**     Executive Session Requested  
 Presentation Only     Action/Presentation     Pre-Session Agenda

**Requesting Department:** Community Development

**Staff Resource/Contact Person:** John Knight, Community Development Director

**Agenda Title – Public Hearing:** Discussion, consideration and possible recommendation to the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona for approval of Zoning Map Change for APN 403-20-007R, (generally located on the Northeast corner of West State Route 260 and West Horseshoe Bend Drive) from RR-2A (Rural Residential; 2-acre minimum lot size) to C2-4 (Commercial: General Sales and Services; 4,000 square foot minimum lot size).

**List Attached Documents:**

- A. Letter of Intent
- B. Site Map
- C. Aerial Map
- D. Opportunity Zone Map
- E. YAN Land Swap Map
- F. 260 Character Area
- G. Middle Verde Character Area
- H. Relevant Zoning Ordinance Sections
- I. Affidavit of Neighborhood Meeting

**Estimated Presentation Time:** 10 minutes

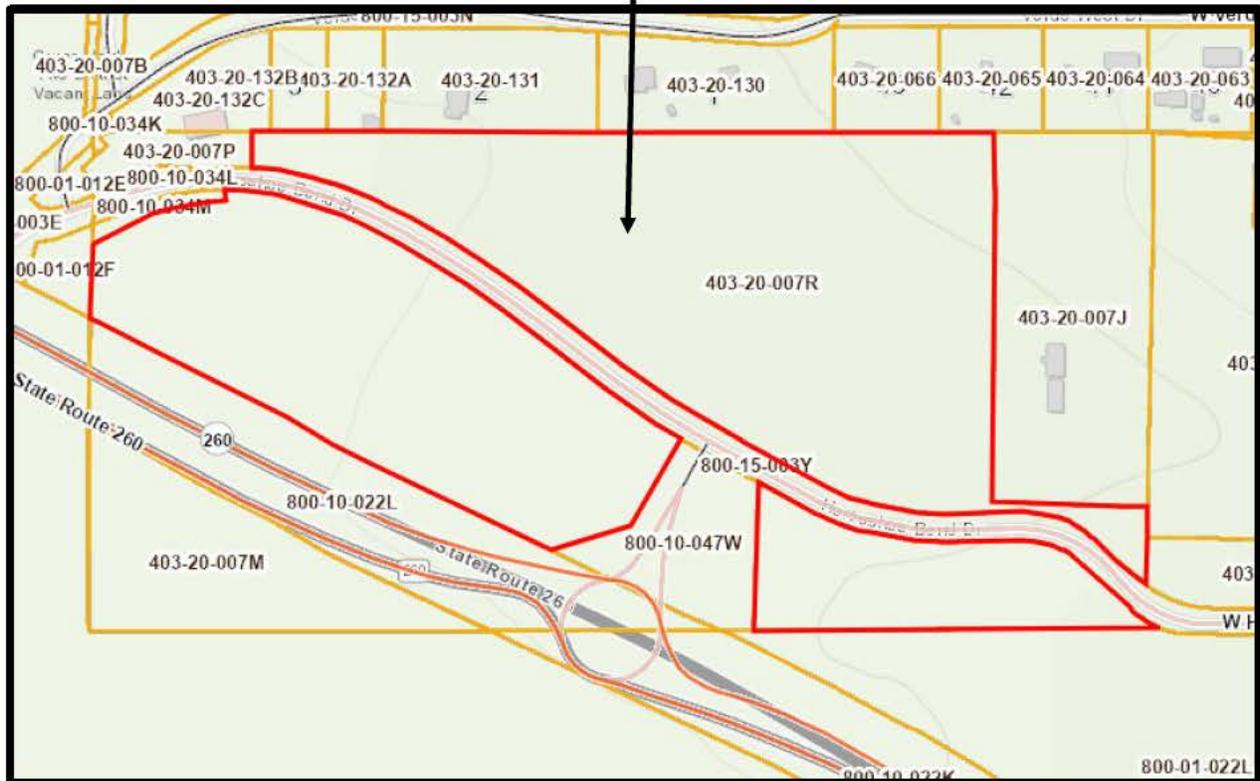
**Estimated Discussion Time:** 15 minutes

**Executive Summary:** Rob Witt, on behalf of Investments Unlimited, McInnis Family Trust, and Karen Kay Smith, has applied for a Zoning Map Change from RR-2A to C2-4. The current zoning for the property allows for one (1) site-built home per every 2 acres of land. Due to the size of the parcel and its proximity to State Route 260, the property owners feel that commercial use is more appropriate for the location.

**Property Information:**

|                               |   |
|-------------------------------|---|
| <b>Location</b>               | Northeast Corner of West State Route 260 and West Horseshoe Bend Drive  |
| <b>Parcel</b>                 | 403-20-007R   |
| <b>Owner</b>                  | Investments Unlimited, McInnis Family Trust, & Karen Kay Smith  |
| <b>Applicant</b>              | Rob Witt  |
| <b>Site Size</b>              | 23.34   |
| <b>Zoning Designation</b>     | RR-2A   |
| <b>Current Land Use</b>       | Vacant Land   |
| <b>Surrounding Properties</b> | North: C2-4 and R1-70 (La Fonda and Residential)<br>South: RR-2A (Prescott National Forest)<br>West: Town of Camp Verd ROW<br>East: RR-2A (Living Water Baptist Church) |

**SUBJECT PARCEL**  
403-20-007R





## **Background Information:**

The applicant is requesting a Zoning Map Change from RR-2A to C2-4.

In the Letter of Intent (LOI), Attachment A, the applicant states, *“This zoning matches the neighboring property, is appropriate for highway frontage, and allows for any of the neighbor’s suggestions to be developed.”* Per the LOI, the applicant notes that the owners surveyed the neighborhood and the neighbors would like to see commercial developed in the area.

**Current Zoning:** The current zoning of the 23-acre property is RR-2A. The zoning ordinance states, *“The R-R District is intended to provide a zoning classification for portions of the incorporated area of Camp Verde not presently characterized by urban uses, and to provide for rural, large lot residential uses.”* This district allows Manufactured, Modular and Site Built Homes.

Other permitted uses include:

- Accessory Dwelling Unit (ADU).
- Agriculture and cultivation.
- Bed and Breakfast.
- Community parks, playgrounds or centers.
- Dwelling unit for one family on any one lot (See D.1).
- Educational institutions (including private schools, provided they offer curriculum of general instruction comparable to similar public schools).
- Flood control facilities.
- Golf courses with accessory uses such as pro shops, shelters, and rest rooms.
- Historical Landmarks.
- Home occupations (See Section 303).
- Keeping of farm animals, limited (See Section 305).
- Open land carnival and recreation facilities (religious & educational institutions).
- Other accessory uses commonly associated with primary permitted use. (See Section 301 C.)
- Religious institutions (in permanent buildings).

Conditional uses include:

- Government facilities and facilities required for the provision of utilities and public services.
- Veterinary Services.
- Mobile/manufactured home and recreational vehicle parks subject to the requirements of Section 306.

If the property were subdivided for single-family homes, approximately 11 homes would be allowed.

**Infrastructure:** Access is provided directly to 260 via the Horseshoe Bend roundabout as well as Horseshoe Bend Drive. Note that Horseshoe Bend Drive splits the property but there is only one APN currently (see Attachments B and C). Water is located on 260 on the front of the parcel. The closest sewer is located near the north end of Verde Ranch RV Resort (RV Park). However, an extension is likely to occur soon as a result of the recently approved CUP for the RV park located just north of the Truelieve Grow Facility. Once completed, this line may be less than ¼ mile from the proposed site.

**Other Considerations:** The entire property is located within the Opportunity Zone (Attachment D). The Opportunity Zone's purpose is to spur economic development and job creation in distressed communities by providing tax benefits to investors.

The property is also across the street from the YAN "land swap" with the forest service. Although the land swap is not yet final, preliminary maps show the area will eventually be developed with a variety of commercial, residential and employment uses.

**Discussion:** A rezone is one of the most discretionary decisions the Planning and Zoning Commission and Town Council will have to consider. The main things the Commission should consider are (1) whether the proposed zone change is consistent with the current **General Plan**, the **Location** for the change is appropriate (not a "spot zone"), and the **Timing** is right to change the zoning. These three items are discussed below. [See staff responses in Maroon below.](#)

**General Plan:** The property is split between two Character Areas, the Middle Verde Character Area and 260 West Character Area (Attachments F and G). The 260 Character Area states: *"State Route 260 West of Interstate 17 is a modern divided highway providing access to approximately 2,000 acres of commercial and industrial property on both sides of the highway. This area, located next to one of the State of Arizona's main transportation corridors, is perfectly situated for commercial, industrial, and tourism growth."* (pg. 35 2016 General Plan). Although there are some residential uses, this character area is clearly intended for job creation, commercial and industrial uses.

Horseshoe Bend Drive provides the dividing line for the two Character Areas (Attachment B). The northeast portion is located in the Middle Verde Character Area. This Character area is composed primarily of low-density, residential uses. However, there area contains a variety of lands and uses, including large portion of the Yavapai-Apache Nation Reservation. The General Plan states, *"Middle Verde's two dozen residential communities are a mix of high density and low density, irrigated and non-irrigated properties with a rural look and feel. The historic OK Ditch, Verde Ditch, and Eureka Ditch water a significant portion of the residential properties providing for a lush greenbelt along the Verde River. Reminders of old farms and ranches can be seen even though the properties have been divided; agriculture continues with corn, alfalfa, hay, other crops, and livestock. Small farms provide food for local restaurants and stores, and the valley-wide community supported agriculture program."*

**Staff Response:** While it's clear that the front portion of the property, located in the 260 West Character Area, is intended for commercial and other job creation uses, it may not be appropriate to include the back portion of the property. The Commission will need to consider whether the entire property, or just the portion along 260, should be rezoned to C2.

**Location:** Although a large-lot subdivision could be built on Highway 260, staff does not feel that this would be a wise use of land in this location. The access to a round-a-bout, the location of the water line, and the future extension of sewer make this a logical location for either a commercial, multi-family residential, or mixed-use development. The C2 zoning would allow all of these uses. Note, that the applicant has not proposed any development at this time so it's not clear what uses will eventually be developed on this property. In the past, some commissioners have referred to this as "speculative zoning". Although this term is commonly used, this type of "speculative zoning" is not prohibited and in some cases may be appropriate.

**Staff Response:** The location of the property along Highway 260, the nearby location (or future location) of utilities and the round-a-bout access would be ideal for future commercial and/or multi-family development. The proximity to future commercial and economic development by YAN, also lend this to be an appropriate location for this type of use. Furthermore, given the size of the proposed rezone, it would not be considered a “spot zone”.

**Timing:** Whether the timing is appropriate for this rezone, is a more difficult question to answer. The applicant has requested this rezone primarily to increase the value of the property for a future sale. While this is reasonable and appropriate, it should not be part of the Commission’s decision making. Staff has just now begun the process to update the 2016 General Plan. One of the primary considerations as part of an update is whether the Town has an adequate supply of every type of land use. Over-allocating commercial land uses can lead to reduced values of other commercially zoned properties and sub-optimal commercial development. How the proposed rezoning fits in with the YAN land swap should also be considered during the General Plan update process.

**Staff Response:** The Commission will need to decide if this is the correct timing for rezoning this property or whether it’s more appropriate to address during the General Plan update. Given that the applicant does not have a proposed use at this time, it may make more sense to wait until the General Plan is in process. Note that some jurisdictions will actually prohibit zone changes while a General Plan update is in process.

**Zoning Code Sections:** There are two sections within our current Planning and Zoning Ordinance which describe the allowed uses in the current and proposed zones of this property. In addition, the process for a Zoning Map Change is described. These are discussed below:

1. Section 203.D. R-R District (Residential-Rural: Two acre minimum): The R-R District is intended to provide a zoning classification for portions of the incorporated area of Camp Verde not presently characterized by urban uses, and to provide for rural, large lot residential uses. Manufactured, Modular or Site Built. Mobile Homes Prohibited.

**Staff Response:** This parcel is 23.34 acres and currently would allow for one (1) dwelling unit for a single family, and one accessory dwelling unit. The property owner will only be allowed to split the lot into three (3) lots without triggering a subdivision. This does not seem like the best use of the parcel given its proximity to Highway 260.

2. Section 203.G. C2 District (Commercial: General sales and services) (pg. 47-50 of Town of Camp Verde Planning and Zoning Ordinance). The C2 District is intended to permit a broader range of business uses compatible with permitted residential uses in the district and surrounding vicinity.

**Staff Response:** The C2 District provides a variety of uses including business offices, custom service and craft shops, single family dwelling units, multi-family dwelling units, nursing homes and assisted living care facilities, and service stations. These uses would be appropriate on parcel 403-20-007R. As noted above, the parcel splits two Character Areas so the lower intensity uses (such as single-family homes) may be more appropriate on the back portion as a transition to the existing residential areas.

3. Section 601 – Zoning Decisions, specifically 601.A provides the guidance on the application and approval process for all Zoning Ordinance Amendment Applications and Hearings (Attachment H).

1. *Applications for Zoning Ordinance text amendments, rezoning amendments, Use Permits, or other requests requiring town Council approval shall be filed in the office of the Community Development Department on a form provided, along with such supplemental information required by the Department, and shall be accompanied by a fee established by approval of the Town Council. No part of any such fee shall be refundable after an application is filed and such fee paid, except at the discretion of the Town Council.*
  - a. *The Planning and Zoning Commission shall hold a public hearing within 90 days of the date of a complete application submittal. After such hearing the Council may adopt the recommendation of the Planning and Zoning Commission without holding a second public hearing provided there is no objection, request for public hearing or other protest.*
  - b. *The Town Council shall hold a public hearing if requested by the party aggrieved, any member of the public or of the Town Council, or in any case, if no public hearing has been held by the Planning and Zoning Commission.*
2. *Notice of the time and place of Council or Commission hearing shall be given in the time and manner provided for:*
  - a. *Notice of public hearing before the Commission or Council for all amendments to the Zoning Ordinance text, the zoning map, Use Permits, or other requests, shall be done in accordance with the provision of Arizona Revised Statutes 9-462.04 as they exist now or as they are amended from time to time. Such notice includes at a minimum the posting and publishing of public hearing notices as specified in the statute.*
  - b. *Written protests of any recommendation action taken by the Commission shall be filed in the office of the Community Development Department before noon on Monday the week of the preceding the Council meeting at which such amendment will be considered. If such written protest constitutes twenty percent (20%) or more of the immediate area involved in a request for rezoning as specified in ARS 9-462.04.H, as may be amended, a favorable vote of three-fourths of the Council shall be required.*
  - c. *A decision made by the Council involving rezoning of land which is not owned by the Town, and which changes the zoning classification of such land may not be enacted as an emergency measure and such a change shall not be effective for at least 30 days after the final approval of the change in classification by the Council.*
  - d. *In the event an application has been denied by the Council, the Commission shall not consider a similar application within 12 months of the application date.*
3. *Citizen review and participation process is required for all zone change application or Use Permit applications:*
  - a. *Prior to any public hearing, the applicant or an appointed representative shall arrange a meeting with the planning staff, which identifies development issues as well as arrangements and scheduling for neighborhood meeting described in subsection b below.*

- b. *The applicant or an appointed representative shall conduct a neighborhood meeting designed to inform adjoining residents and property owners about the proposed zone change, specific plan application or Use Permit.*
  - c. *At least 15 days prior to the scheduled neighborhood meeting, the applicant shall notify all property owners within 300 feet of the subject site by first class mail and post the actual property with meeting date and time. The notification shall include the date, time and place for the neighborhood meeting, as well as a description of the proposed land uses. The applicant shall provide an affidavit attesting to this notification being accomplished.*
  - d. *It is the responsibility of the applicant or their representative to conduct the meeting, provide opportunity for a question-and-answer period by the audience, and identify a point of contact to the public for follow-up questions and comments.*
  - e. *The applicant shall prepare a written summary of the meeting by way of affidavit, including a list of attendees and the issues and concerns discussed and submit a copy of the summary, with a photo of the posting of the property and a copy of the meeting announcement letter, to the Planning Department within 15 days after the neighborhood meeting.*
4. *Zoning Ordinance text amendments: If the Town adopts a zone change or any amendment that imposes any regulation not previously imposed or that removes or modifies any such regulation previously imposed or that removes or modifies any such regulation previously imposed, it must comply with the citizen review process as set forth in ARS 9-462.03, as may be amended, and the public hearing notice procedures as set forth in ARS 9-462.04.A as may be amended.*

**Staff Response:** The key criteria referenced above have been completed by the applicant's representative, as well as the Community Development Department. Rezone is a discretionary action. It is up to the Planning and Zoning Commission to make a recommendation as to whether the proposed zone C2 and allowed uses are appropriate at this location.

**The following have been completed by staff:**

- A neighborhood meeting was held by applicant on November 4, 2023 (Attachment I).
- The Town mailed a letter providing notice of this public hearing and proposed Zoning Map Change to all parcels within 300' of this parcel on January 2, 2024.
- A public hearing notice was placed in the Verde Independent Newspaper on January 9, 2024, and January 13, 2024.
- A public hearing notice was posted at the property on January 10, 2024.
- A meeting agenda was posted at Town Hall and Bashas' on January 18, 2024.

**Recommended Action (Motion):** Motion to recommend to the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona for approval of Zoning Map Change for APN 403-20-007R, (generally located on the Northeast corner of West State Route 260 and West Horseshoe Bend Drive) from RR-2A (Rural Residential; 2-acre minimum lot size) to C2-4 (Commercial: General Sales and Services; 4,000 square foot minimum lot size).

**Other Possible Actions:** If the Commission does not feel the proposed rezone is consistent with the General Plan, the Location is not appropriate, or the Timing is not appropriate; the Commission should recommend the Council deny the proposed application. Staff has provided the following optional motion.

**Optional Motion:** Motion to recommend to the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona to deny the proposed Zoning Map Change for APN 403-20-007R, (generally located on the Northeast corner of West State Route 260 and West Horseshoe Bend Drive) from RR-2A (Rural Residential; 2-acre minimum lot size) to C2-4 (Commercial: General Sales and Services; 4,000 square foot minimum lot size). This denial is based on incompatibility with the General Plan Character Area(s) and the timing of the upcoming General Plan Update.

**Other Possible Actions:** The Commission has several other options they may wish to consider. These could include:

- **Table:** Table the item and request the applicant return with a detailed site plan and proposed layout of the various land uses that would occur on the site. If this is the Commission's intent, staff would include a "reversionary clause" that allows the property to revert back to RR-2A if the proposed uses are not developed.
- **Partial Rezone:** The Commission could consider rezoning only the front portion of the property while leaving the rear portion RR-2A until a detailed development proposal is included.
- **PAD:** Given the location and split of Character Areas, this site may be best suited for a PAD which would provide a mix of land uses and standards. This would require that the applicant withdraw their application and return with a rezone to PAD.

Town of Camp Verde Community Development Department

473 S. Main Street, Suite 108

Camp Verde, AZ 86322

RE Letter of Intent to Rezone 403-20-007R from RR-2A to C2-4

#### Project Description

The subject property is 23.34 acres. It has approximately 1900 Linear feet of highway frontage. The frontage is also affected by drainage and requires significant improvement to develop around the drainage.

The ADOT count of cars on the highway in front of the property is 15329 cars a day and is the second busiest section of the road in Camp Verde. The Mexican Restaurant La Fondas is located next to the property and is zoned C2-4.

To determine the best use of the property, the owner surveyed the neighborhood and discovered that the universal suggested use of neighbors was commercial. Every use suggested when researching the neighborhood was for commercial use. The owner's representative knocked on doors on Horseshoe Bend, North Royal Way, Via Silverado, Verde West Dr. Amorie Dr. Ellison Dr. Westward Dr. Newton Lane, Grande Dr., North Auturo and Thomas Paine Circle. When a resident answered, they were each given an invitation to enter the contest and an opportunity to share ideas about the best use of the property.

There were 13 entries in the survey contest. These entries have been posted at <https://sr260horseshoe.com/>. A summary of these entries is also attached to this letter of intent. The list of suggestions include; A Grocery Store (Sprouts, Natural Food Grocers, Trader Joes) a human society animal shelter, a Dutch Brothers Coffee, a Ross, a T Max, a mini golf, a pet smart, a bass pro shop, a wine processing center with a wine cave built into the side of the hill, a Target, go-cart track, pickle ball courts, water slide park, or anything with activities for families and teenagers, a county themed restaurant like Golden Corral or Cracker Barrel, an independent and assisted living community. In discussions with neighbors or entries in the online survey, every suggestion is permissible under C2-4 zoning.

The survey was advertised by placing a sign on the property inviting residents to participate in the online survey and by personal invitations from the representative who visited the homes. Fliers were not left at vacant doors, but every door was knocked on, and participation encouraged. Out of the 13 entries, the owners have narrowed the contest winner down to 1 of four entries. The four finalists have been contacted and asked if they would like to supplement their entry. The plan is to announce the winner at the neighborhood meeting.

After surveying the neighborhood and considering the options, the applicant requests C2-4 zoning. This zoning matches the neighboring property, is appropriate for highway frontage, and allows for any of the neighbor's suggestions to be developed.





Opportunity Zone

ATTACHMENT D

Site

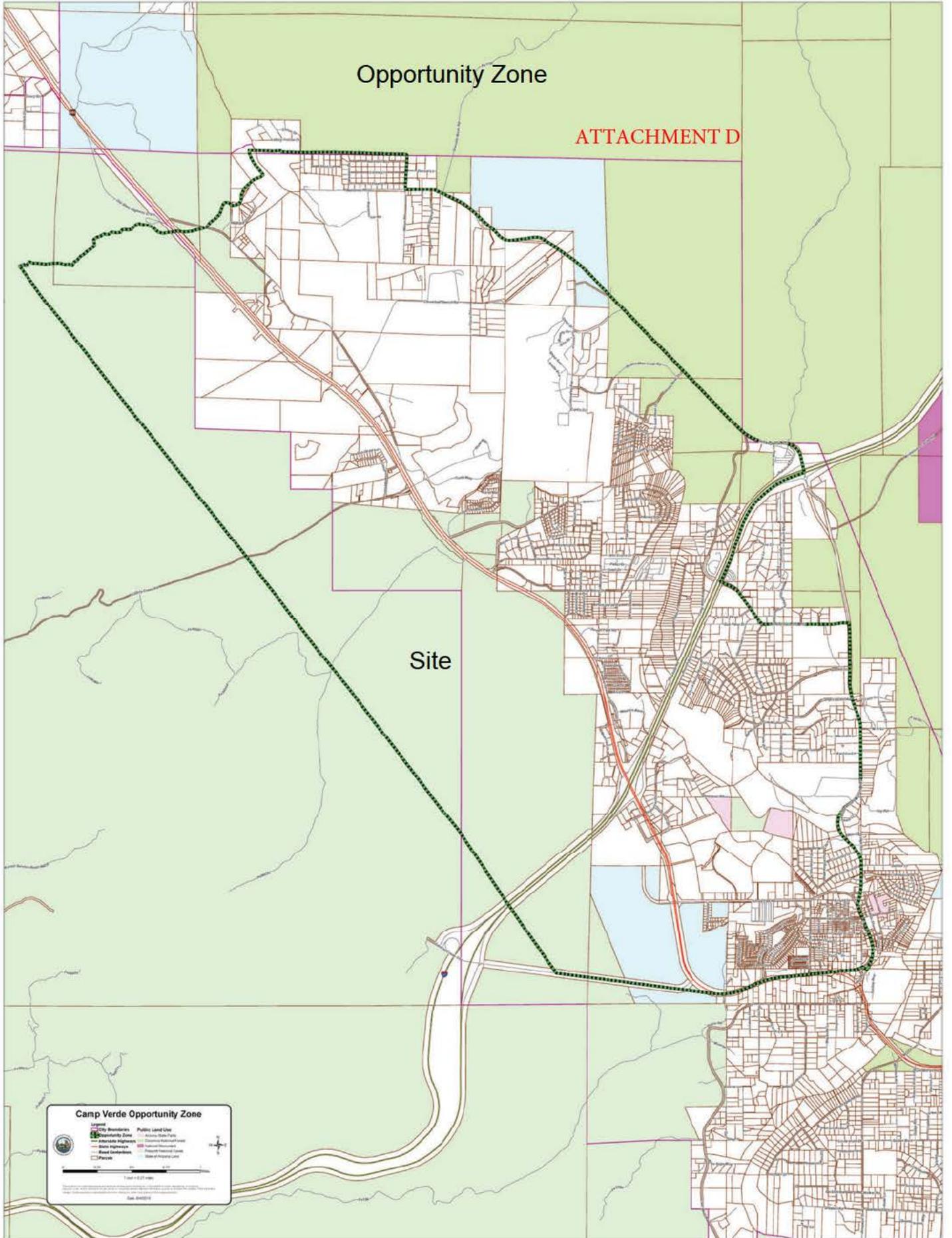
**Camp Verde Opportunity Zone**

**Legend**

|  |                  |  |                        |
|--|------------------|--|------------------------|
|  | City Boundary    |  | Public Land Use        |
|  | Opportunity Zone |  | Access Road/Path       |
|  | State Highway    |  | County Road/Local Road |
|  | Road Underlines  |  | Federal Roadway        |
|  | Propose          |  | State of Virginia Land |

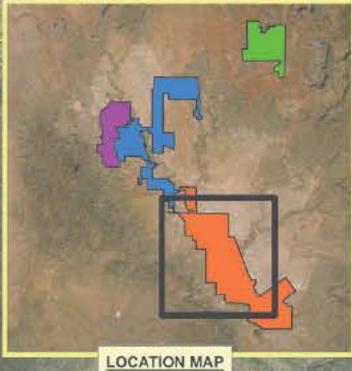
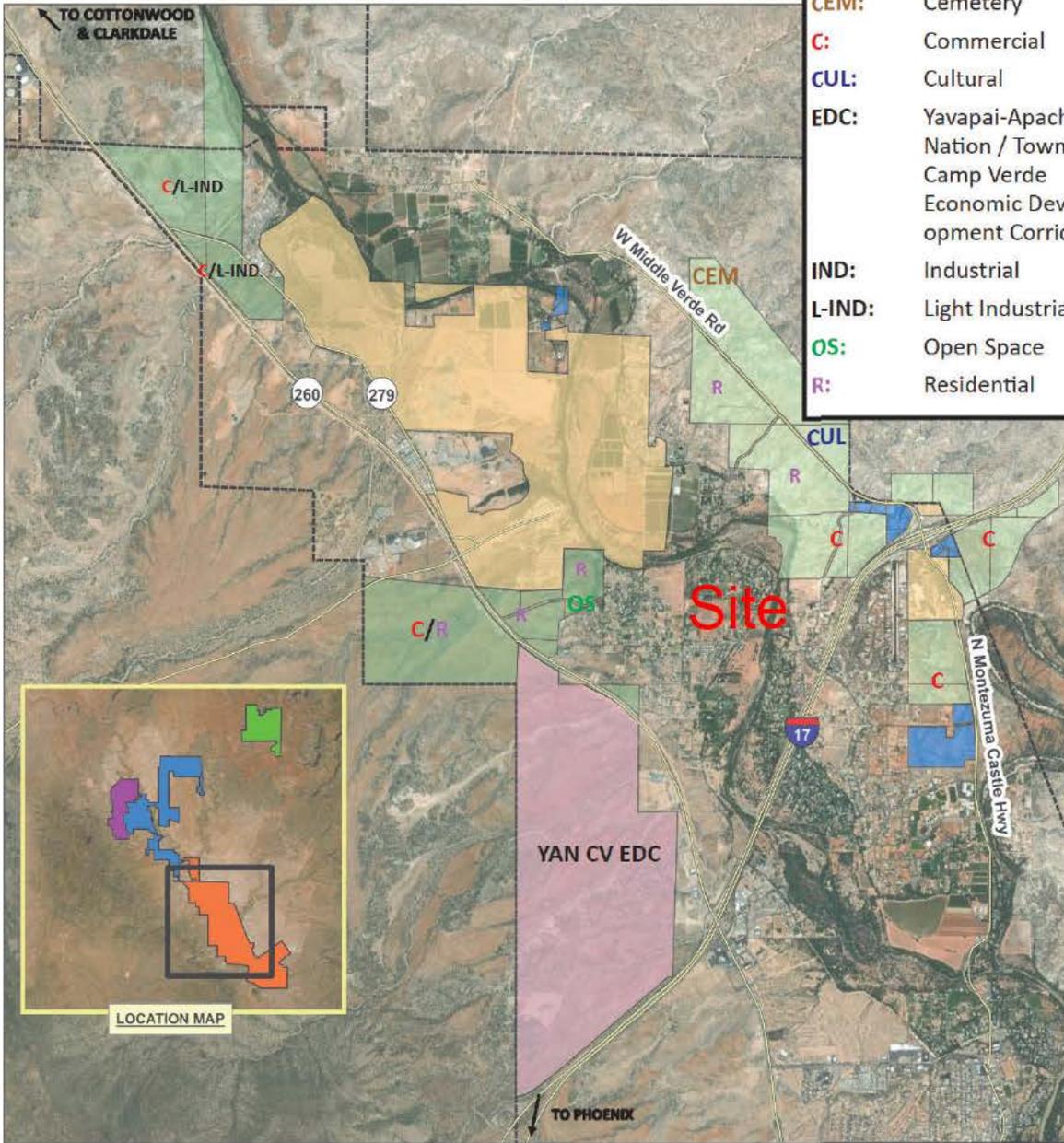
Scale: 1 inch = 0.25 miles

Map Date: 8/14/2014



# ATTACHMENT E

| Proposed Use Legend |  |
|---------------------|--|
| AG:                 | Agricultural   |
| CEM:                | Cemetery   |
| C:                  | Commercial   |
| CUL:                | Cultural   |
| EDC:                | Yavapai-Apache Nation / Town of Camp Verde Economic Development Corridor |
| IND:                | Industrial   |
| L-IND:              | Light Industrial   |
| OS:                 | Open Space   |
| R:                  | Residential  |



| LOCATION MAP KEY |                    |
|------------------|--------------------|
|                  | CITY OF COTTONWOOD |
|                  | CITY OF SEDONA     |
|                  | TOWN OF CAMP VERDE |
|                  | TOWN OF CLARKDALE  |



| Legend |  |
|--------|--|
|        | Camp Verde Town Boundary   |
|        | Coconino National Forest   |
|        | Prescott National Forest   |
|        | YAN Reservation Land   |
|        | YAN Fee Simple Land  |
|        | Yavapai-Apache Nation / Town of Camp Verde Economic Development Corridor |



## Yavapai-Apache Nation @ Middle Verde and Montezuma



# 260 West Character Area



*From Top To Bottom: I-17 & State Route 260 Gateway Entrance Point,, Yavapai-Apache Nation Market Place at State Route 260 & Cherry Lane, Industrial Buildings on Old State Highway 279, State Route 260 Gateway Entrance from Cottonwood, AZ*

*Photos Courtesy Of The Town Of Camp Verde Community Development Department*



## Introduction To The 260 West Character Area:

State Route 260 West of Interstate 17 is a modern divided highway providing access to approximately 2,000 acres of commercial and industrial property on both sides of the highway. This area, located next to one of the State of Arizona's main transportation corridors, is perfectly situated for commercial, industrial, and tourism growth.

The southwest side of State Route 260 currently provides many services. A busy travel center is conveniently located at the intersection of State Route 260 and Interstate 17. Further northwest is the Yavapai County Complex, which includes the County's Road Department and Justice Facility. The Justice Facility is comprised of a sheriff's office substation, county courts, and a jail complex. In addition to the Yavapai County Complex, a business park is located adjacent to the Justice Facility. Additionally, south of these facilities, a popular wildlife park draws visitors into Camp Verde from throughout the entire country.

On the east side of State Route 260, the Yavapai-Apache Nation maintains diverse commercial and industrial enterprises as well as a residential community. The Yavapai-Apache Nation, which is the single largest employer within the Town of Camp Verde, continues to seek economic opportunities for their tribal members and the greater community as a whole in this area.

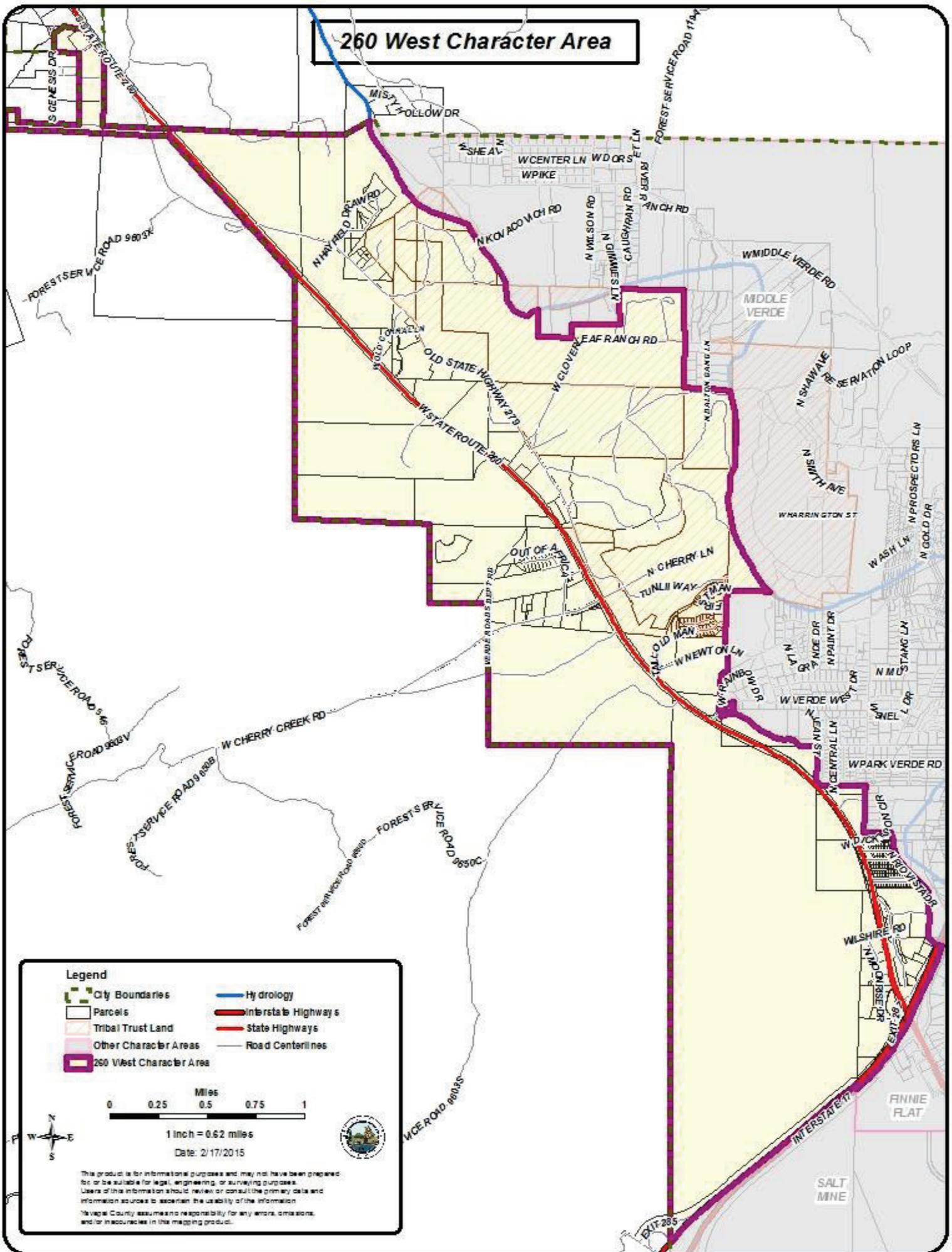
North of the Yavapai-Apache Nation, Old Highway 279 parallels State Route 260. Here one can find a myriad of heavy commercial and industrial businesses including those that sell concrete products, sand and gravel, fencing, landscaping materials, wineries, recycle locations, trucking, and other products and services. Easy access to major transportation corridors including State Route 260, Interstate 17, and State Route 89A supports these industrial business locations that supply materials and services throughout the entire Verde Valley and beyond.

The 260 West character area also provides recreational access to U.S. Forest Service/National Forest lands, with many scenic trails and roads leading to and crossing the Black Hills to the west. This includes Cherry Creek Road, which passes through the historic community of Cherry and connects to State Route 169 headed towards the communities of Dewey-Humboldt, Prescott Valley, and Prescott. Additional recreational opportunities also exist further west on State Route 260 at the Hayfield Draw OHV Area, which is administered by the U.S. Forest Service.



*260 Corridor Near The Intersection Of State Route 260 & Cherry Creek Road  
Photo Courtesy Of The Town Of Camp Verde Community Development Department*

# 260 West Character Area



### Legend

- City Boundaries
- Hydrology
- Parcels
- Interstate Highways
- Tribal Trust Land
- State Highways
- Other Character Areas
- Road Centerlines
- 260 West Character Area



1 inch = 0.62 miles

Date: 2/17/2015



This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. Users of the information should review or consult the primary data and information sources to ascertain the usability of the information. Nevada County assumes no responsibility for any errors, omissions, and/or inaccuracies in the mapping product.

**TABLE 3.5 – Land Use; 260 West Character Area Reference Chart**

| PHYSICAL DESCRIPTION   | BUILT ENVIRONMENT   | CIRCULATION   | POINTS OF INTEREST   | DENSITY AND NON-RESIDENTIAL DISTRICTS   |
|--|---|---|--|---|
| <p>The 260 West character area is approximately 7.47 square miles in size, and primarily consists of rolling hills with natural drainage Southwest of the Verde River.</p> <p>The North and West boundary lines of the 260 West character area consist of the Town of Camp Verde's boundary lines. The Eastern boundary line is defined primarily by the Verde River, Yavapai Apache-Nation Trust Lands, U.S. Forest Service Lands, and a small portion of Horseshoe Bend Drive. While the Southern boundary line of the 260 West character area is defined by Interstate 17, where it meets the Verde River and travels Southwest to Town boundaries for approximately 2.57 miles.</p> <p>A significant portion 41.23 % of this character area is comprised of U.S Forest Service Land. The Yavapai-Apache Nation Trust Land also accounts for 22.49 % of the land in the 260 Corridor Character Area.</p> <p>The 260 West Character Area is primarily undeveloped land that is suitable for future residential services, commercial, and industrial uses. In addition the 260 Corridor character area also contains areas of active aggregate mining off of Old State Highway 279.</p> | <p><b>Neighborhoods:</b></p> <ul style="list-style-type: none"> <li>• Rio Verde Vista</li> <li>• Verde Valley Business Park</li> <li>• Yavapai-Apache Nation Middle Verde Tribal Community</li> </ul> <p><i>* Metes and Bounds Property not located in platted subdivisions.</i></p> <p><b>Businesses:</b></p> <ul style="list-style-type: none"> <li>• Agricultural</li> <li>• General Industrial</li> <li>• Home Occupations</li> <li>• Mining</li> <li>• Processing Plants</li> <li>• Public Facilities</li> <li>• Retail Sales</li> <li>• Restaurants</li> <li>• Service Stations</li> <li>• Shooting Range</li> <li>• Storage Facilities</li> <li>• Wildlife Park</li> </ul> | <p><b>Major Roads:</b></p> <ul style="list-style-type: none"> <li>• State Route 260 <ul style="list-style-type: none"> <li>- Cherry Lane/Cherry Creek Road</li> <li>- Coury Drive</li> <li>- Horseshoe Bend Drive</li> <li>- Old State Highway 279</li> <li>- Park Verde Road</li> </ul> </li> </ul> <p><b>Major Interchanges:</b></p> <ul style="list-style-type: none"> <li>• Interstate 17 and State Route 260</li> </ul> <p><b>Major Intersections:</b></p> <ul style="list-style-type: none"> <li>• Proposed Roundabout on State Route 260 between Pueblo Ridge and Wilshire Road</li> <li>• Proposed Roundabout on State Route 260 and Park Verde Road</li> <li>• State Route 260 and Horseshoe Bend Road</li> <li>• State Route 260 and Cherry Lane/Cherry Creek Road</li> <li>• Proposed Roundabout on State Route 260 near Mile Post 215</li> <li>• Proposed Roundabout on State Route 260 near Mile Post 214</li> <li>• State Route 260 and Old State Highway 279</li> <li>• State Route 260 and Coury Drive</li> </ul> <p><b>Major Trails:</b></p> <ul style="list-style-type: none"> <li>• Camp Tender/Grief Hill Trail Loop</li> <li>• Grief Hill Trailhead</li> <li>• Hayfield Draw Trailhead</li> <li>• Historical Sheep Trail</li> <li>• Proposed Multi-Use Path Along State Route 260</li> </ul> <p><b>Gateway Entrances:</b></p> <ul style="list-style-type: none"> <li>• Town Boundary on State Route 260 coming east from Cottonwood</li> <li>• West side of I-17 at the junction of State Route 260</li> </ul> | <p><b>Community Services:</b></p> <ul style="list-style-type: none"> <li>• Yavapai County Justice Facility</li> <li>• Yavapai County Roads Department</li> </ul> <p><b>General:</b></p> <ul style="list-style-type: none"> <li>• Gaddis Wash</li> <li>• Grief Hill Wash</li> <li>• Peach Tree Wash</li> </ul> <p><b>Historic Sites:</b></p> <ul style="list-style-type: none"> <li>• Hayfield Draw OHV Recreation Area</li> </ul> <p><b>Water Resources:</b></p> <ul style="list-style-type: none"> <li>• Cherry Creek</li> <li>• Verde River</li> </ul> <p><b>Irrigation Ditches:</b></p> <ul style="list-style-type: none"> <li>• Verde/Woods Ditch</li> </ul> <p><b>Yavapai-Apache Nation: Middle Verde Tribal Community</b></p> <ul style="list-style-type: none"> <li>• <b>Historic Sites:</b> <ul style="list-style-type: none"> <li>- Cloverleaf Ranch</li> </ul> </li> </ul> | <p><b>Existing Density:</b></p> <ul style="list-style-type: none"> <li>• Consists of varying densities ranging from 0 to 1 dwelling per acre. This area also includes a Planned Area Development (PAD) that consists of 0 to 11 dwelling units per acre.</li> </ul> <p><b>Existing Non-Residential Zoning Districts:</b></p> <ul style="list-style-type: none"> <li>• C1 on the East side of Dreamcatcher Drive.</li> <li>• C1 on the North and South side of Supai Drive abutting State Route 260.</li> <li>• C2 off of Dickison Circle.</li> <li>• C2 on the East side of Dreamcatcher Drive.</li> <li>• C2 on the East, South and West side of Moonrise Drive.</li> <li>• C2 on the East side of Verde Roads Department Road.</li> <li>• C2 on the North end of Commonwealth Drive abutting State Route 260.</li> <li>• C3 on both sides of Cherry Creek Road.</li> <li>• C3 on both sides of State Route 260.</li> <li>• C3 on both sides of Coury Drive abutting State Route 260.</li> <li>• M1 off of Genesis Drive.</li> <li>• M1 off of Hayfield Draw Road.</li> <li>• M1 off of Old State Highway 279.</li> <li>• PAD off of State Route 260.</li> <li>• Natural Resources</li> <li>• Public Facilities</li> </ul> <p><b>Preferred Non-Residential Zoning Districts:</b></p> <ul style="list-style-type: none"> <li>• Agricultural Use &amp; AG</li> <li>• RS/C1/C2/C3/PM/M1/M2, Mixed Use, Mixed Use Commercial/Industrial, and PUD along the southwest side of State Route 260 with commercial uses being preferred adjacent to/abutting State Route 260.</li> <li>• RS/C1/C2 and Mixed Use along the northeast side of State Route 260 from Interstate 17 to Newton Lane with commercial uses being preferred adjacent to/abutting State Route 260.</li> <li>• C1/C2/C3/PM/M1/M2, and Mixed Use Commercial/Industrial along Old State Highway 279.</li> <li>• Natural Resources</li> <li>• Open Space</li> <li>• Planned Unit Development (PUD)</li> <li>• Public Facilities</li> </ul> |

## **Goals & Implementation Strategies:**

In addition to the existing overall land use goals outlined in the land use element of the General Plan, the following goals have also been identified specifically for the 260 West Character Area:

### **A. Goal: Promote regional commercial and employment opportunities.**

#### **Implementation Strategy:**

- A. 1. Encourage regional commercial and employment centers to support the region's needs.
- A. 2. Promote the commerce corridor as a place for new businesses by partnering with other regional economic development agencies.
- A. 3. Facilitate the development of a corridor overlay plan to coordinate access, design, circulation and utilities.
- A. 4. Promote commercial and mixed use development adjacent to State Route 260.

### **B. Goal: Promote tourist related destinations and uses.**

#### **Implementation Strategy:**

- B. 1. Encourage tourism-related uses, amenities and infrastructure that complement and/or expand new or existing tourism uses and destinations.

### **C. Goal: Support improvements in alternate means of transportation and amenities.**

#### **Implementation Strategy:**

- C. 1. Encourage development to provide for enhanced connectivity and mobility including encouraging new and extended bike routes, trails, and pedestrian pathways.
- C. 2. Consider providing future multi-modal transportation improvements, such as bus pads and bus bays in development adjacent to major and minor arterial roadways.
- C. 3. Consider improvements in such aspects as streetscapes, public spaces, safety and overall community appearance.

### **D. Goal: Preserve the valuable natural resources of the hillsides, and protect their aesthetic and habitat amenities to enhance the rural character of the area.**

#### **Implementation Strategy:**

- D. 1. Encourage the preservation of dedicated open space areas in their natural state.
- D. 2. Preserve scenic view sheds.
- D. 3. In the event of the development of new construction, encourage site built housing and maintain setbacks and height guidelines.
- D. 4. Preserve the natural character of the hillsides and minimize the removal of significant vegetation.
- D. 5. Consistently communicate with the U.S. Forest Service and other stakeholders about the communities desire to maintain scenic view sheds and open space.

**E. Goal: Encourage the implementation of a Verde River Recreation Management Plan as defined by the citizens.<sup>1</sup>**

**Implementation Strategy:**

- E. 1. Identify and define access points as major, intermediate and neighborhood access points so they are compatible with the adjacent land use.
- E. 2. Encourage plan features, such as parks and a trail system that allow people to recreate at the river and connect with other points of interest.
- E. 3. Encourage recreation that is compatible with the natural and cultural environment.

**F. Goal: Promote communication with the Yavapai-Apache Nation.**

**Implementation Strategy:**

- F. 1. Consistently communicate with the Yavapai-Apache Nation about areas of common interests and benefits to meet the above goals.
- F. 2. Encourage multi-modal connectivity with the Yavapai-Apache Nation.

**G. Goal: Create inviting gateway entrances.**

**Implementation Strategy:**

- G. 1. Utilize sources and signage to welcome, direct, inform & promote Camp Verde's unique character and its environments.
- G. 2. Promote improvements for safe and efficient traffic flow.
- G. 3. Communicate with landowners, businesses and government entities on developing gateway entrances.

**Gateway Entrance Points:**

- Town Boundary on State Route 260 coming East from Cottonwood.
- West side of Interstate 17 at the junction of State Route 260.

---

<sup>1</sup> The Verde River Recreation Management Plan was adopted by Town Council on February 3<sup>rd</sup>, 2016. For additional information please visit <http://www.cvaz.org>.

THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK

# Middle Verde Character Area



*From Top To Bottom: Equestrian  
Manufactured Home Park Off Horseshoe  
Bend Drive; Residential Subdivision Off  
Verde West Drive; Yavapai-Apache Nation  
Housing Development Off Cherry Lane;  
Residential Neighborhood On Caughran  
Road; Residential Property On  
Reservation Loop Road; Residential Home  
On Middle Verde Road*

*Photos Courtesy Of Town Of Camp Verde Community  
Development Department & Google Street Map  
Imager*

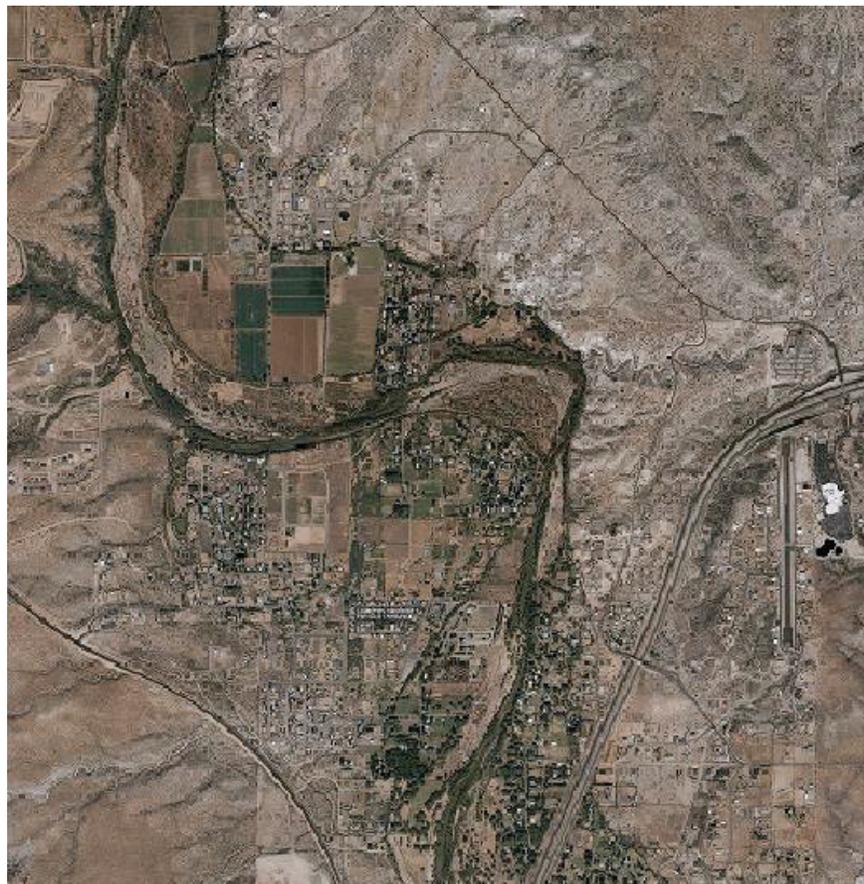


## **Introduction for Middle Verde Character Area:**

Middle Verde's two dozen residential communities are a mix of high density and low density, irrigated and non-irrigated properties with a rural look and feel. The historic OK Ditch, Verde Ditch, and Eureka Ditch water a significant portion of the residential properties providing for a lush greenbelt along the Verde River. Reminders of old farms and ranches can be seen even though the properties have been divided; agriculture continues with corn, alfalfa, hay, other crops, and livestock. Small farms provide food for local restaurants and stores, and the valley-wide community supported agriculture program.

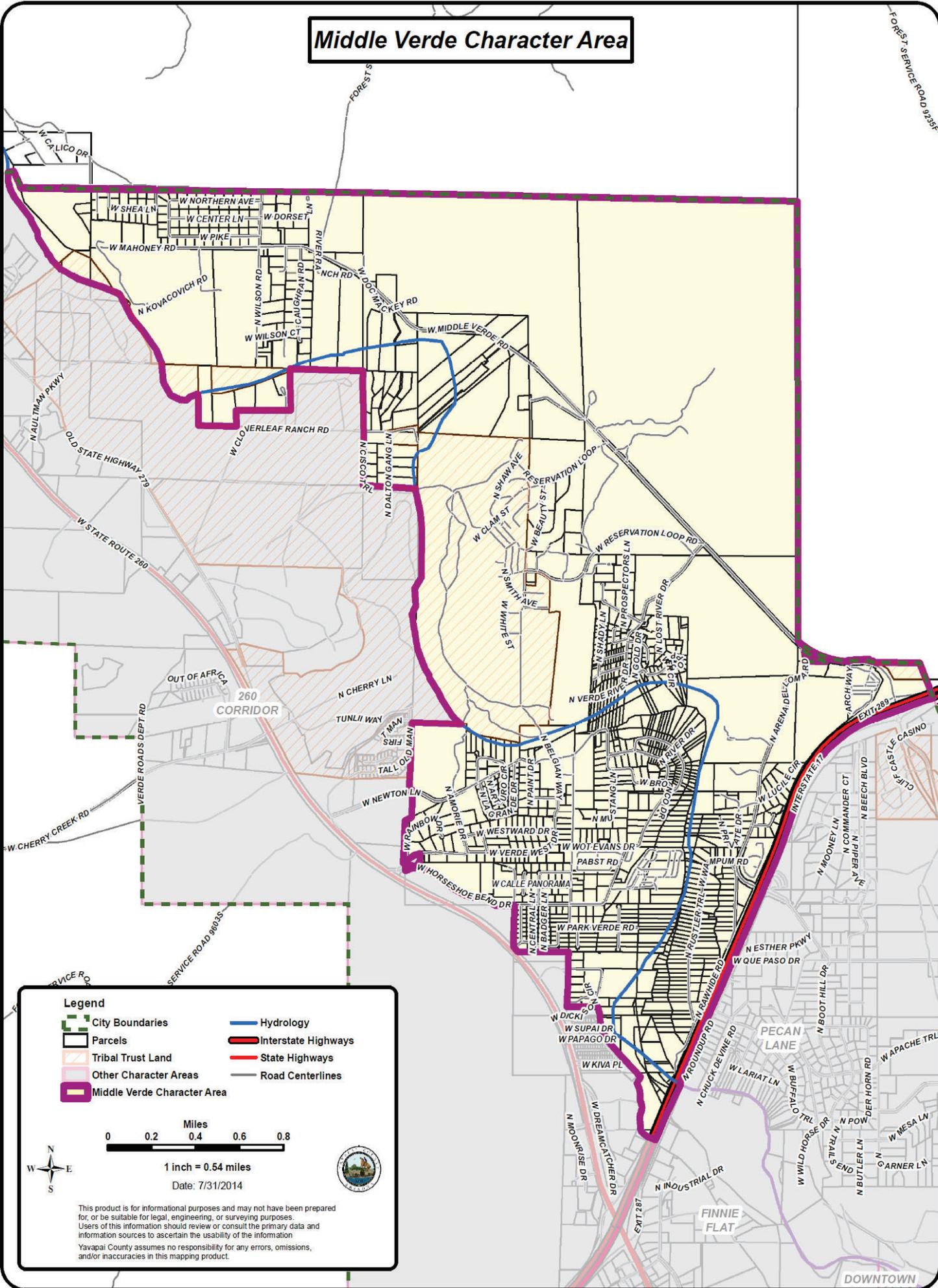
The Middle Verde character area contains a variety of lands and uses -- the Yavapai-Apache Nation Reservation, with an agricultural history prior to the 1860s, concentrated commercial enterprises near Interstate 17, and U.S. Forest Service/National Forest lands to explore. The Yavapai-Apache Nation, Middle Verde Reservation is the central administrative site and housing location that provides services to its members, including medical, social, judicial, law enforcement, youth, education, and fitness. It has also developed economic bases with diverse business interests, including those at the intersection of Middle Verde Road and Interstate 17.

The Middle Verde character area straddles the Verde River, which flows through the entire area on the southwest side. The uplands are defined by the stark White Hills that provide the northern boundary; these are U.S. Forest Service/National Forest Lands that offer recreation and access to the hills beyond.



*Aerial Imagery Of A Portion Of The Middle Verde Character Area  
Photo Courtesy Of Yavapai County GIS*

# Middle Verde Character Area



- Legend**
- City Boundaries
  - Parcels
  - Tribal Trust Land
  - Other Character Areas
  - Middle Verde Character Area
  - Hydrology
  - Interstate Highways
  - State Highways
  - Road Centerlines

Miles  
0 0.2 0.4 0.6 0.8

1 inch = 0.54 miles  
Date: 7/31/2014



This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information. Yavapai County assumes no responsibility for any errors, omissions, and/or inaccuracies in this mapping product.

DOWNTOWN

TABLE 3.9 - Land Use; Middle Verde Character Area Reference Chart

| PHYSICAL DESCRIPTION   | BUILT ENVIRONMENT   | CIRCULATION  | POINTS OF INTEREST  | DENSITY AND NON-RESIDENTIAL DISTRICTS  |
|--|---|--|---|--|
| <p>The Middle Verde character area is approximately 7.51 square miles in size, and primarily consists of rolling hills and cliffs with natural drainage southwest of the Verde River.</p> <p>The North and East borders of this character area are defined by the Town of Camp Verde's boundary lines. The Southeast border of this character area is defined by Interstate 17, where it meets the Verde River and travels Northeast until it reaches Town boundaries.</p> <p>The Southwest portion of this character area is defined primarily by the Verde River and Yavapai-Apache Nation Trust Land that is located northeast of State Route 260. The Southwest border of this character area also follows along portions of Rainbow Drive and Horseshoe Bend Drive.</p> <p>A significant portion 29.96 % of this character area is comprised of U.S Forest Service land. There 8.26 % State land. The Yavapai-Apache Nation Trust Land also accounts for 10.52 % of the land in the Middle Verde character area along with 0.53 % Yavapai-Apache Tribal Community.</p> <p>The Verde River flows throughout the entire Middle Verde character area, approximately 7.71 miles and is an integral component to land uses within this character area.</p> <p>Much of the Middle Verde character area is classified as limited high density residential or rural residential with properties that are agricultural in nature and two acre minimum in size.</p> | <p><b>Neighborhoods:</b></p> <ul style="list-style-type: none"> <li>• Buena Vista Estates</li> <li>• Buffalo Run Mobile Home Park</li> <li>• El Rancho Acres</li> <li>• Equestrian Estates</li> <li>• Freeway Acres</li> <li>• Golden Heights</li> <li>• Horseshoe Bend Ranches</li> <li>• Las Estancias Unit 1-3</li> <li>• Liberty Hill Park</li> <li>• Overlook Acres</li> <li>• Park Verde Estates</li> <li>• Park Verde Estates Plat 2-3</li> <li>• Rainbow Acres</li> <li>• Rio Verde Vista</li> <li>• River Ranch Estates</li> <li>• The Willows at Camp Verde</li> <li>• Two Ponds Estates</li> <li>• Verde Glen Terrace</li> <li>• Verde River Estates 1-4</li> <li>• Verde River Meadows #2</li> <li>• Verde West Acres</li> <li>• Verde West Acres 2</li> <li>• Verde West Estates</li> <li>• Verde West Estates 2</li> <li>• Yavapai-Apache Nation Middle Verde Tribal Community</li> </ul> <p><i>* Metes and Bounds Property not located in platted subdivisions.</i></p> <p><b>Businesses:</b></p> <ul style="list-style-type: none"> <li>• Agricultural</li> <li>• Event Venues</li> <li>• Farms</li> <li>• Group Care Facilities</li> <li>• Guest Ranches</li> <li>• Home Occupations</li> <li>• Public Facilities</li> <li>• RV Parks</li> </ul> | <p><b>Major Roads:</b></p> <ul style="list-style-type: none"> <li>• Arena Del Loma Road <ul style="list-style-type: none"> <li>- Rustler Trail</li> </ul> </li> <li>• Horseshoe Bend Drive</li> <li>• Interstate 17</li> <li>• Middle Verde Road <ul style="list-style-type: none"> <li>- Caughran Road</li> <li>- Reservation Loop Road</li> <li>- Verde River Drive</li> </ul> </li> <li>• Park Verde Road</li> <li>• Verde West Drive</li> </ul> <p><b>Major Interchanges:</b></p> <ul style="list-style-type: none"> <li>• Interstate 17 and Middle Verde Road</li> </ul> <p><b>Major Intersections:</b></p> <ul style="list-style-type: none"> <li>• Middle Verde Road and Arena Del Loma Road</li> <li>• Middle Verde Road and Reservation Loop Road</li> </ul> <p><b>Major Trails:</b></p> <ul style="list-style-type: none"> <li>• White Hills Trailhead</li> <li>• Beaver Head Trail Trailhead</li> </ul> | <p><b>Community Services:</b></p> <ul style="list-style-type: none"> <li>• Middle Verde Cemetery</li> </ul> <p><b>General:</b></p> <ul style="list-style-type: none"> <li>• Grandpa Wash</li> <li>• White Hills Drainage</li> </ul> <p><b>Historic Sites:</b></p> <ul style="list-style-type: none"> <li>• Frying Pan Ranch/ EA Jordan Homestead</li> </ul> <p><b>Parks and Recreation:</b></p> <ul style="list-style-type: none"> <li>• Arturo Neighborhood Park</li> </ul> <p><b>Water Resources:</b></p> <ul style="list-style-type: none"> <li>• Verde River</li> </ul> <p><b>Irrigation Ditches:</b></p> <ul style="list-style-type: none"> <li>- Eureka Ditch</li> <li>- OK Ditch</li> <li>- Verde/Woods Ditch</li> </ul> <p><b>Yavapai-Apache Nation:</b><br/>Middle Verde Tribal Community</p> <ul style="list-style-type: none"> <li>• <b>Community Services:</b> <ul style="list-style-type: none"> <li>- Administration Buildings</li> <li>- Cemetery</li> <li>- Medical Center</li> <li>- Police Department</li> </ul> </li> <li>• <b>Parks and Recreation:</b> <ul style="list-style-type: none"> <li>- Heritage Park</li> </ul> </li> <li>• <b>Historic Sites:</b> <ul style="list-style-type: none"> <li>- BIA Building</li> <li>- Middle Verde Rock Church</li> </ul> </li> </ul> | <p><b>Existing Density:</b></p> <ul style="list-style-type: none"> <li>• Consists of varying densities ranging from 0 to 4 dwellings per acre. This area also includes a Planned Area Development (PAD) and a Planned Unit Development (PUD) that consist of 0 to 11 dwelling units per acre.</li> </ul> <p><b>Existing non-residential zoning districts:</b></p> <ul style="list-style-type: none"> <li>• C2 located near Interstate 17 and Middle Verde Road, West to Arena Del Loma and South to the existing U.S Forest Service boundary.</li> <li>• C2 located near Verde West Drive and Horseshoe Bend Drive.</li> <li>• Open Space</li> <li>• Public Facilities</li> </ul> <p><b>Preferred non-residential zoning districts:</b></p> <ul style="list-style-type: none"> <li>• Agricultural Use &amp; AG</li> <li>• RS/C1/C2 located near Interstate 17 and Middle Verde Road, West across Arena Del Loma to the Verde River and South along both sides of Arena Del Loma to Lucile Circle and North Private Drive.</li> <li>• RS/C1/C2 located near Verde West Drive and Horseshoe Bend Drive.</li> <li>• RS/C1/C2 on both sides of Middle Verde Road from Arena Del Loma Northwest to Reservation Loop Road.</li> <li>• Open Space</li> <li>• Planned Unit Development (PUD)</li> <li>• Public Facilities</li> </ul> |

## **Goals & Implementation Strategies:**

**In addition to the existing overall land use goals outlined in the land use element of the General Plan, the following goals have also been identified specifically for the Middle Verde character area:**

- A. Goal: Encourage the preservation of existing neighborhood densities and enhance existing neighborhoods by appropriate and compatible services including public facilities.**

### **Implementation Strategy:**

- A. 1. Support neighborhood level retail centers that provides everyday goods and services.
- A. 2. Promote areas for community service needs, including but not limited to sites for schools, utilities and parks, trails, open spaces and flood control within all new developments.

- B. Goal: Maintain the rural, residential and agricultural character of the area.**

### **Implementation Strategy:**

- B. 1. Encourage farmer's markets, community gardens, agricultural area and roadside stands for the sale of locally grown produce and agricultural products.
- B. 2. Maintain low density rural development where it exists.
- B. 3. Encourage the protection of agricultural lands and rural landscapes to maintain the character of Camp Verde.
- B. 4. For new construction encourage site built housing.
- B. 5. Enhance multi-modal connectivity through bike lanes, trails and pedestrian pathways.
- B. 6. Encourage the preservation of agricultural soils, primarily through active farming.
- B. 7. Protect the rural character and cultural resources, preserve open space, enhance agricultural opportunities and reduce the loss of prime agricultural lands and important open space areas.

- C. Goal: Encourage the implementation of a Verde River Recreation Management Plan as defined by the citizens.<sup>4</sup>**

### **Implementation Strategy:**

- C. 1. Identify and define access points as major, intermediate and neighborhood access points so they are compatible with the adjacent land use.
- C. 2. Encourage plan features, such as parks and a trail system that allow people to recreate at the river and connect with other points of interest.
- C. 3. Encourage recreation which is compatible with the natural and cultural environment.

---

<sup>4</sup> The Verde River Recreation Management Plan was adopted by Town Council on February 3<sup>rd</sup>, 2016. For additional information please visit <http://www.cvaz.org>.

**D. Goal: Promote communication with the Yavapai-Apache Nation.**

**Implementation Strategy:**

- D. 1 Consistently communicate with the Yavapai-Apache Nation about areas of common interests and benefits to meet the above goals.
- D. 2 Encourage multi-modal connectivity with the Yavapai-Apache Nation.

## SECTION 601 - ZONING DECISIONS

### A. Zoning Ordinance Amendment Applications and Hearings

Any amendment to this Zoning Ordinance, which changes any property from one zone to another, imposes any regulation not previously imposed, or which removes or modifies any regulation previously imposed shall be adopted in the manner set forth in this section.

1. **Applications for Zoning Ordinance text amendments, rezoning amendments, Use Permits**, or other requests requiring Town Council approval shall be filed in the office of the Community Development Department on a form provided, along with such supplemental information required by the Department, and shall be accompanied by a fee established by approval of the Town Council. No part of any such fee shall be refundable after an application is filed and such fee paid, except at the discretion of the Town Council.
  - a. The Planning and Zoning Commission shall hold a public hearing within 90 days of the date of a complete application submittal. After such hearing the Council may adopt the recommendation of the Planning and Zoning Commission without holding a second public hearing provided there is no objection, request for public hearing or other protest.
  - b. The Town Council shall hold a public hearing if requested by the party aggrieved, any member of the public or of the Town Council, or in any case, if no public hearing has been held by the Planning and Zoning Commission.
2. **Notice of the time and place** of Council or Commission hearing shall be given in the time and manner provided for:
  - a. Notice of public hearing before the Commission or Council for all amendments to the Zoning Ordinance text, the zoning map, Use Permits, or other requests, shall be done in accordance with the provisions of Arizona Revised Statutes 9-462.04 as they exist now or as they are amended from time to time. Such notice includes at a minimum the posting and publishing of public hearing notices as specified in the statute.
  - b. Written protests of any recommendation action taken by the Commission shall be filed in the office of the Community Development Department before noon on the Monday of the week preceding the Council meeting at which such amendment will be considered. If such written protest constitutes twenty percent (20%) or more of the immediate area involved in a request for rezoning as specified in ARS 9-462.04.H, as may be amended, a favorable vote of three-fourths of the Council shall be required.
  - c. A decision made by the Council involving rezoning of land which is not owned by the Town and which changes the zoning classification of such land may not be enacted as an emergency measure and such a change shall not be effective for at least 30 days after the final approval of the change in classification by the Council.
  - d. In the event an application has been denied by the Council, the Commission shall not consider a similar application within 12 months of the application date.
3. **Citizen review and participation process** is required for all zone change applications or Use Permit applications:
  - a. Prior to any public hearing, the applicant or an appointed representative shall arrange a meeting with the planning staff which identifies development issues as well as arrangements and scheduling for the neighborhood meeting described in subsection **b** below.

- b. The applicant or an appointed representative shall conduct a neighborhood meeting designed to inform adjoining residents and property owners about the proposed zone change, specific plan application or Use Permit.
  - c. At least 15 days prior to the scheduled neighborhood meeting, the applicant shall notify all property owners within 300 feet of the subject site by first class mail and post the actual property with meeting date and time. The notification shall include the date, time and place for the neighborhood meeting, as well as a description of the proposed land uses. The applicant shall provide an affidavit attesting to this notification being accomplished.
  - d. It is the responsibility of the applicant or their representative to conduct the meeting, provide an opportunity for a question and answer period by the audience, and identify a point of contact to the public for follow-up questions and comments.
  - e. The applicant shall prepare a written summary of the meeting by way of affidavit, including a list of attendees and the issues and concerns discussed and submit a copy of the summary, with a photo of the posting on the property and a copy of the meeting announcement letter, to the Planning Department within 15 days after the neighborhood meeting.
4. **Zoning Ordinance text amendments:** If the Town adopts any zone change or any amendment that imposes any regulation not previously imposed or that removes or modifies any such regulation previously imposed, it must comply with the citizen review process as set forth in ARS §9-462.03, as may be amended, and the public hearing notice procedures set forth in ARS 9-462.04.A as may be amended.

## B. Site Plan Review and Development Standards

Key to obtaining compliance with the regulations of this ordinance and achieving the objectives of the Town's General Plan is the administrative review of Site Plans for new development as regulated in Part 4 Development Standards. The Site Plan entails preparation of drawings for proposed uses and buildings that conform to the Development Standards, depicting adequate grading/drainage and Appearance Compatibility (Section 402), landscape and screening (Section 402), parking and loading (Section 403), signs (Section 404) and outdoor lighting (Section 405) as required in these regulations.

The Site Plan Review process is administered by the Community Development Department in conjunction with other Town departments. The Community Development Director is authorized to approve minor modifications to strict adherence of zoning regulations due to physical constraints of the project site. Appeals may be scheduled for hearing by the Board of Adjustment and Appeals. Major development projects may also be referred to the Commission and Council for a hearing, review and approval, which hearing and review process is mandatory if so stipulated by prior Council action such as rezoning or PAD approval.

For non-residential and multi-family developments as described in Section 400B, additional review of Appearance Compatibility Drawings is required (Section 402 C). Appearance Compatibility Drawings are reviewed by Town staff simultaneously with the Site Plan Review process, in accordance with the process specified in Section 400C.

## C. Use Permit Approvals

Use Permits are provided to ensure the orderly use of land in conformance with the General Plan and applicable Town standards where uses are proposed that may require special limitations or conditions to provide compatibility with other uses. The application for Use Permit approval is applicable to those uses that are specifically listed as "Uses and Structures Subject to Use Permit" in each Zoning Use District in Part Two Section 203.

1. Review and Approval

# Affidavit

I, Robert Witt, owner/agent of parcel 403-20-007R have notified the neighbors within 300' of above property, by sending letters on October 19 2023 to notify them of the neighborhood meeting that I conducted on the 3 day of November 2023.

I posted my property with meeting the date, time, and place, on the 26<sup>th</sup> day of October 2023, and taken a photograph of such posting.

I, Robert Witt, owner/agent of parcel 403-20-007R will provide a summary of neighborhood meeting I conducted to the Planning & Zoning Department of Camp Verde with the associated application submittal, attesting to the issues and concerns discussed at the above neighborhood meeting.

Summary

Statement: See Affidavit attachment 1

---

---

---

---

---

---

---

---

---

---

If Summary statement is too long, attach a copy.

State of Arizona }

County of Yavapai }

[Signature]  
Signature of Document Signer No. 1

\_\_\_\_\_  
Signature of Document Signer No. 2

Subscribed and sworn to (or affirmed) before me this 10<sup>th</sup> day of November 2023.

[Signature]  
Signature of Notary



Affidavit Attachment

Cory Mulcare  
Community Development Department  
Town of Camp Verde Arizona

RE Neighborhood Meeting for rezoning of 403-20-007R

The neighborhood meeting was held at 4:00 PM on Friday November 3<sup>rd</sup>. Letters were sent to everyone on the list provided by community development that lives within 300 feet. The property was posted with the invitation.

A 10 by 20 awning was set up at the property with cold water and snacks provided for those in attendance. The awning was large and visible from the highway. The meeting was attended by 14 people. The meeting started with everyone introducing themselves.

The group of attendees was very impressive and represented families that have lived in the area for multiple generations. One family was an heir to a settler in Clarkdale that came in the 1860s.

There were some specific Questions;

What chance would there be of a developer developing the entire property? Camp Verde has been discovered by a number of high-net-worth companies and these companies have invested and will continue to invest in our community. Because we have been successful finding high quality developers in the past the likelihood of us finding a high quality developer capable of developing this commercial intersection is good.

What Chance would there be of a developer splitting the land? The current owners would like to see the property developed to its highest and best use. They would entertain a split and if the neighbors are interested in purchasing a portion of the property they would entertain their offers.

What would the price be for the property? It is difficult to determine a value of the property before the ultimate use is determined. At this point the zoning process is about potential. If the only potential for the property is 8 single family homes on a hillside next to the highway that is not a lot of potential or a good use for the property. The round-a-bout at 260 and Horseshoe is one of the busiest sections of road in the entire town. The community benefits by zoning its property to take advantage of the attributes of the land itself. Zoning highway frontage property for residential use hurts the entire community. Commercial users like the exposure and do not mind the traffic noise or the congestion. Home owners tend to like less congestion. The previous commercial entrance to the area has now been cut off from the west by the highway improvements. That is where La Fonda restaurant has thrived. La Fonda's is no longer the entrance to the area and was replaced in prominence by this property when the round-a-bout moved the access to the area. While this land is now the prominent entrance to the area it is still contiguous to the C2 Zoning that LaFonda's has prospered under.

Who Owns the Land. The land is owned by three parties, The McInnis Family Trust, A partnership including The Selna's and the Mongini's, and Kay Smith.

Why do they want to sell? The McInnis Family lost its patriarch last year and no longer wants to hold the land with the only benefit being a reduction in taxes that comes from the expenses associated with owning undeveloped land.

Why are you (Rob Witt) here? I have been hired by the owners of the property to prepare it for sale and then sell it. Get it zoned in a manor that will allow a quality user to develop it is an integral part of that process. That is one of the big challenges of zoning. The risk of purchasing a property that is not entitled to have a valuable use is significant. The best way to ensure a quality development is to prepare a property for a quality developer. The first question a developer needs to ask will be "is the use I want to develop legal". If the answer is no good developers move on.

What will be the impact of this development on water? A commercial development will be connected to town water. The revenue that will come from additional customers of town water will decrease the cost burden for existing town water customers. It is not unusual for commercial developments to support their communities paying a disproportionate share of the cost of providing utilities. This is true for water sewer and power. The other significant benefit to the community is community support. Business normally provides the majority of support for local organizations and charities. The small number of local business's hurts our ability to address the many non-business projects that we like in the community. Our little league, and Pee Wee football, our high school sports and events, our non-profit service clubs and organization as well as our Rodeo need local sponsorship. For a business to be successful it must be located where customers can find them and know where they are. This is the reason that highway frontage and specifically interchanges are zoned for commercial developments.

How will this effect the traffic into Horseshoe Bend. There will be additional traffic at horseshoe bend. That additional traffic will be at the highway. The amount of traffic will depend upon the development.

In addition to these questions there was a general discussion about developing at all. The drainage area directly next to the highway was suggested to be zoned c-2 but not the main property. In this discussion it seemed to be understood that it was not realistic to develop the drainage easement. If the drainage easement does not develop the main hillside across horseshoe will continue to be the highway frontage and have the greatest commercial value. Having the town purchase the property and build a park was also discussed. The likelihood of this with the town experience building parks was brought up.



**Agenda Item Submission Form – Section I**

**Meeting Date:** Planning and Zoning Commission: January 25, 2024

- Consent Agenda     Decision Agenda     Executive Session Requested  
 Presentation Only     Action/Presentation     Pre-Session Agenda

**Requesting Department:** Community Development

**Staff Resource/Contact Person:** Cory Mulcaire, Planner

**Agenda Title:** Discussion, consideration and possible recommendation to the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona for approval of Zoning Map Change for 27 West Head Street (APN 404-28-063J) from C2-PAD (Commercial: General sales and services, planned area development) to C2 (Commercial: General sales and services).

**List Attached Documents:**

- A. Letter of Intent
- B. Affidavit of Neighborhood Meeting
- C. Public Comments Received
- D. Ordinance 2017-A421
- E. Relevant Zoning Ordinance Sections
- F. 2016 General Plan Section Downtown Character Area

**Estimated Presentation Time:** 10 minutes

**Estimated Discussion Time:** 10 minutes

**Executive Summary:** Ezequeil Casillas and his father Mario Casillas have submitted an application for a Zoning Map Change revert back to C2 from C2-PAD (Commercial: General Sales and Services – Planned Area Development) to C2 (Commercial: General Sales and Services). The purpose of the application is to allow the family to build two homes on the property, currently the property is only allowed to have an RV Park.

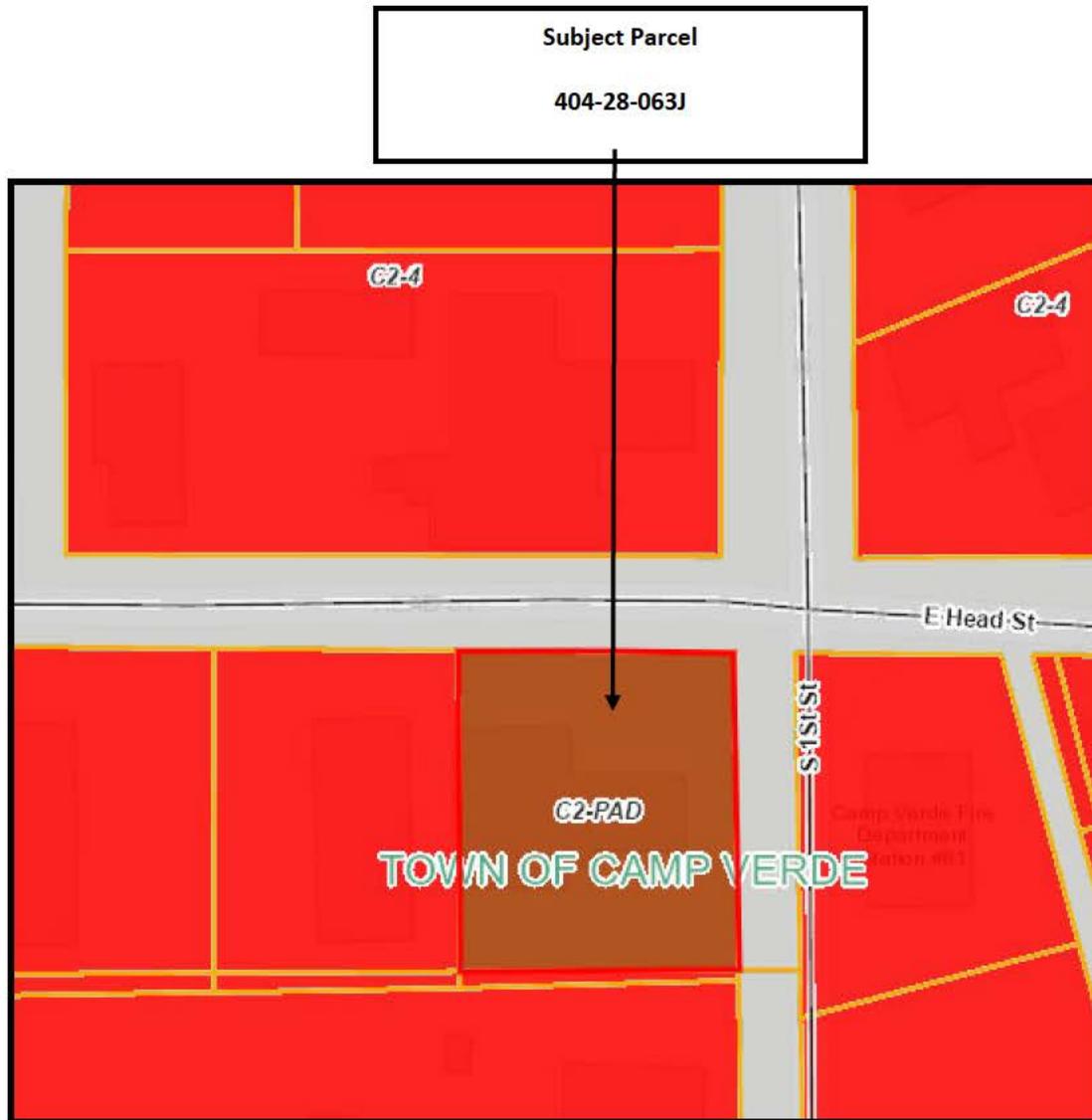
**Property Information:**

|                               |  |
|-------------------------------|--|
| <b>Location</b>               | 27 West Head Street                                    |
| <b>Parcel</b>                 | 404-28-063J  |
| <b>Owner</b>                  | Casillas, Ezequiel                                     |
| <b>Applicant</b>              | Mario Casillas   |
| <b>.42</b>                    | 0.96   |
| <b>Zoning Designation</b>     | C2-PAD   |
| <b>Current Land Use</b>       | Vacant Land  |
| <b>Surrounding Properties</b> | North: C2-4<br>South: C3-4<br>West: C2-4<br>East: C2-4 |

**Subject Property**  
404-28-063J



**Zoning:**



**Background Information:**

The applicant is requesting a Zoning Map Change from C2-PAD to C2.

In 2017, the previous property owner, Mr. Stoumbis was a RV Park developer and rezoned this property from C2-4 to C2-PAD. His intent was to develop 9 or 10 RV sites, along with a small office and laundry facility. The staff recommended approval to both the Planning and Zoning Commission, as well as the Town Council. On December 20, 2017, the Town Council unanimously approved the Zoning Map Change for C2-4 to C2-PAD.

In March of 2019, the Casillas family purchased parcel 404-28-063J with the intent to someday build one or two single family residence for their family to occupy.

On July 24, 2023, Mr. Casillas came into the Community Development Department to see what he was allowed to do on the property. After doing some research into the history of the parcel, staff discovered the PAD and that only an RV Park was currently allowed to be developed on the property.

The family applied on July 27, 2023, in order to start the Zoning Map Change process to change the parcel back to C2. There are no site plans for this property at this time as the family only wants to be able to develop the property in the future.

### **Discussion:**

There are two sections within our current Planning and Zoning Ordinance which describe the allowed uses in the current and proposed zones of this property. In addition, the process for a Zoning Map Change is described. These are discussed below:

1. Section 203.L. PAD (Planned Area Development) (pg. 64 - 65 for Town of Camp Verde Planning and Zoning Ordinance) A Planned Area Development designation ensures orderly and thorough planning and review procedures that result in high quality project design and encourages variety in architectural design through techniques including, but not limited to, variations in building style, lot arrangements and site planning.

**Staff Response:** The property is currently Zoned C2-PAD, with an approval for an RV Park. Which means that this is the only thing that can be developed on this parcel.

2. Section 203.G. C2 District (Commercial: General sales and services) (pg. 47-50 of Town of Camp Verde Planning and Zoning Ordinance). The C2 District is intended to permit a broader range of business uses compatible with permitted residential uses in the district and surrounding vicinity.

**Staff Response:** Through approval of the Zoning Map Change application, this parcel will be allowed to have a wider range of projects developed on this parcel, including, but not limited to a single family dwelling unit.

3. Section 601 – Zoning Decisions, specifically 601.A provides the guidance on the application and approval process for all Zoning Ordinance Amendment Applications and Hearings (Attachment C).

1. *Applications for Zoning Ordinance text amendments, rezoning amendments, Use Permits, or other requests requiring town Council approval shall be filed in the office of the Community Development Department on a form provided, along with such supplemental information required by the Department, and shall be accompanied by a fee established by approval of the Town Council. No part of any such fee shall be refundable after an application is filed and such fee paid, except at the discretion of the Town Council.*

- a. *The Planning and Zoning Commission shall hold a public hearing within 90 days of the date of a complete application submittal. After such hearing the Council may adopt the recommendation of the Planning and Zoning Commission without holding a second public hearing provided there is no objection, request for public hearing or other protest.*



- e. *The applicant shall prepare a written summary of the meeting by way of affidavit, including a list of attendees and the issues and concerns discussed and submit a copy of the summary, with a photo of the posting of the property and a copy of the meeting announcement letter, to the Planning Department within 15 days after the neighborhood meeting.*
4. *Zoning Ordinance text amendments: If the Town adopts a zone change or any amendment that imposes any regulation not previously imposed or that removes or modifies any such regulation previously imposed or that removes or modifies any such regulation previously imposed, it must comply with the citizen review process as set forth in ARS 9-462.03, as may be amended, and the public hearing notice procedures as set forth in ARS 9-462.04.A as may be amended.*

**Staff Response:** The key criteria referenced above have been completed by the applicant's representative, as well as the Community Development Department. Rezone is a discretionary action. It is up to the Planning and Zoning Commission to make a recommendation as to whether the proposed zone, C2 and allowed uses are appropriate at this location.

**2016 General Plan:** The 2016 General Plan places this property in the Downtown Character Area which allows for churches, medical services, retail sales, restaurants, and housing. (Attachment E)

**Staff Response:** By granting this Zoning Map Change application, parcel 404-28-051A will be brought into conformity with the 2016 General Plan.

**The following have been completed by staff:**

- Neighborhood meeting was held by applicant on November 7, 2023.
- The Town mailed letter providing notice of this public hearing and proposed Use Permit to all parcel within 300' of this parcel on January 2, 2024.
- A public hearing notice was placed in the Verde Independent Newspaper on January 9, 2024 and January 13, 2024
- A public hearing notice was posted at the property on January 10, 2024.
- A meeting agenda was posed at Town Hall and Bashas' on January 18, 2024.

**Recommended Action (Motion):** Motion to recommend approval to the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona for approval of Zoning Map Change for 27 West Head Street (APN 404-28-063J) from C2-PAD (Commercial: General sales and services, planned area development) to C2 (Commercial: General sales and services).

Aug 3, 2023

To whom it may concern

We are proposing to submit an application to change the zoning on this vacant lot from a (C2 pad)? to a C-2 zone. We purchased this property a few years ago for our family. This parcel was zoned to be a CV park for both short - long term rentals. We have decided that for the well being of my family we need to pass on this and rezone this lot and make it livable for my family and me by placing a nice and newer manufactured home and upgrade the area as well.

Erquiel Cuellar

# Affidavit

I, Ezequiel Cavillas, owner/agent of parcel 404-28-0631 have notified the neighbors within 300' of above property, by sending letters on \_\_\_\_\_ to notify them of the neighborhood meeting that I conducted on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

I posted my property with meeting the date, time, and place, on the 15 day of November 2023, and taken a photograph of such posting.

I, Ezequiel Cavillas, owner/agent of parcel 404-28-0631 will provide a summary of neighborhood meeting I conducted to the Planning & Zoning Department of Camp Verde with the associated application submittal, attesting to the issues and concerns discussed at the above neighborhood meeting.

Summary

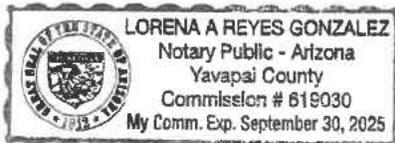
Statement: I Ezequiel Cavillas arrived at my property 27 head st. to attend our meeting today November 15, 2023 at 10:00am I waited there for 45 minutes No one showed up.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If Summary statement is too long, attach a copy.

State of Arizona}

County of Yavapai}



Ezequiel Cavillas  
Signature of Document Signer No. 1

\_\_\_\_\_  
Signature of Document Signer No. 2

Subscribed and sworn to (or affirmed) before me this 16 day of November 2023.

LS  
Signature of Notary

ATTACHMENT C

1-16-2024

RE: Rezone of parcel 404-28-063J

To Whom it May Concern:

I am against the rezone of parcel 404-28-063J that would then allow for two mobile homes to be allowed on this property. There is not a city or town in Arizona that I know of, besides Camp Verde, that allows mobile homes to be placed right in the center of their historical district. It saddens me to drive through the historically significant downtown and see run down trailers on lots that should have craftsman style homes. Allowing this rezone will not help downtown Camp Verde. It is already unfortunate that the last few years we have seen second hand mobiles put in downtown.

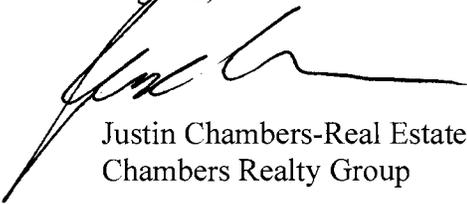
Due to the shortsightedness of the town Camp Verde isn't known as having a vibrant, walkable downtown area. Camp Verde is becoming known for having the largest RV parks and mobile home parks in the Verde Valley all in the name of workforce housing.

I understand the need for affordable housing and am a huge proponent of private property rights. This property already allows for site built multi-family housing and some commercial if I understand correctly. There is basically nothing I wouldn't support in the name of private property rights if it helped an area with jobs, the tax base or helping families or youth make a long-term foothold in their hometown. However, this is not the proper location for more mobile homes being right next to the property that the town of Camp Verde has acquired for future development. Imagine having out of town investors or business people in and having to drive right by run down mobiles to attend to local business. The subject property is easily seen from the Wingfield Plaza, which I own, that costs a significant amount of time and money for me to maintain and upkeep. I am happy to do having pride of ownership of a historically significant building, but this would detract from all I have done.

The good part is that the property is worth more than they paid for it and the owners will not take a loss selling this and purchasing elsewhere in Camp Verde for their "family compound." There are other areas that they will have no issue in setting up their mobile homes.

If you are going to allow the mobiles on this site then at least make a stipulation that they are new. I keep seeing these unfinanceable wobbly boxes being dragged into what should have been the cultural center of town in Camp Verde

Regards,



Justin Chambers-Real Estate Broker & Owner of the Wingfield Plaza  
Chambers Realty Group

ATTACHMENT D



ORDINANCE 2017 A421

AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA AMENDING THE TOWN ZONING MAP TO CHANGE THE ZONING CLASSIFICATION FROM C2-4 (COMMERCIAL: GENERAL SALES & SERVICE, 4,000-SQUARE-FOOT MINIMUM LOT SIZES) TO C2 PAD (COMMERCIAL: GENERAL SALES & SERVICES, PLANNED AREA DEVELOPMENT), TO DEVELOP AN RV PARK ON AN APPROXIMATELY .42 ACRE PROPERTY. THE PROPERTY IS LOCATED AT 27 W. HEAD STREET, PARCEL 404-28-063J; AND PROVIDING THAT THIS ORDINANCE SHALL BE EFFECTIVE THIRTY (30) DAYS AFTER ITS PASSAGE AND APPROVAL ACCORDING TO LAW.

**WHEREAS**, the Town of Camp Verde adopted the Planning and Zoning Ordinance 2011-A374, approved May 25, 2011, and

**WHEREAS**, Part 6, Section 600, C.1 of the Planning and Zoning Ordinance allows for the amendment, supplementation or change of zoning boundaries by the Town Council of the Zoning Map of Camp Verde under the Planning & Zoning Ordinance, and

**WHEREAS**, the Town Council has an abiding interest in protecting the public health safety and welfare by establishing requirements for provisions of the Planning & Zoning Ordinance by allowing for zoning amendments after public hearings.

**NOW, THEREFORE BE IT ORDAINED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE AS FOLLOWS:**

**Section 1.** The Town Council hereby finds as follows:

A. A request for **Zoning Map Change 20170271** was filed by John Stoumbis, owner of parcel 404-28-063J located at 27 W. HEAD STREET, to rezone the subject parcel from **C2-4 (COMMERCIAL: GENERAL SALES & SERVICE, 4,000-SQUARE-FOOT MINIMUM LOT SIZES) TO C2 PAD (COMMERCIAL: GENERAL SALES & SERVICE, PLANNED AREA DEVELOPMENT)** to develop an RV Park. The legal description is attached as exhibit "A" and the map as exhibit "B".

B. The Planning & Zoning Commission reviewed the request on December 7, 2017 in a public hearing that was advertised and posted according to state law and recommended approval of **Zoning Map Change 20170271**.

C. The proposed Zoning Map Change Amendment will not constitute a threat to the health, safety, welfare or convenience to the general public and is in conformity with the Town of Camp Verde General Plan.

D. The Waiver of Diminution of Value Claim has been signed by the owner and is attached as exhibit "C".

**Section 2.** All ordinances or parts of ordinances adopted by the Town of Camp Verde in conflict with the provisions of this ordinance or any part of the code adopted, are hereby repealed, effective as of the effective date of this ordinance.

**Section 3.** If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

**Section 4.** This ordinance is effective upon the expiration of a thirty 30-day period following the adoption hereof and completion of publication and any posting as required by law.

**PASSED AND APPROVED BY A MAJORITY VOTE OF THE TOWN COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA ON THIS 20TH DAY OF DECEMBER, 2017.**

  
Charles German - Mayor

Date: 12/28/2017

Approved as to form:

  
Bill Sims - Town Attorney

Attest:   
Judith Morgan, Town Clerk

Maps and Exhibits are available at the Clerk's Office

Please Publish 01-10-2018 and 01-17-2018

SEP 13 '17 AM 8:54

LEGAL DESCRIPTION.

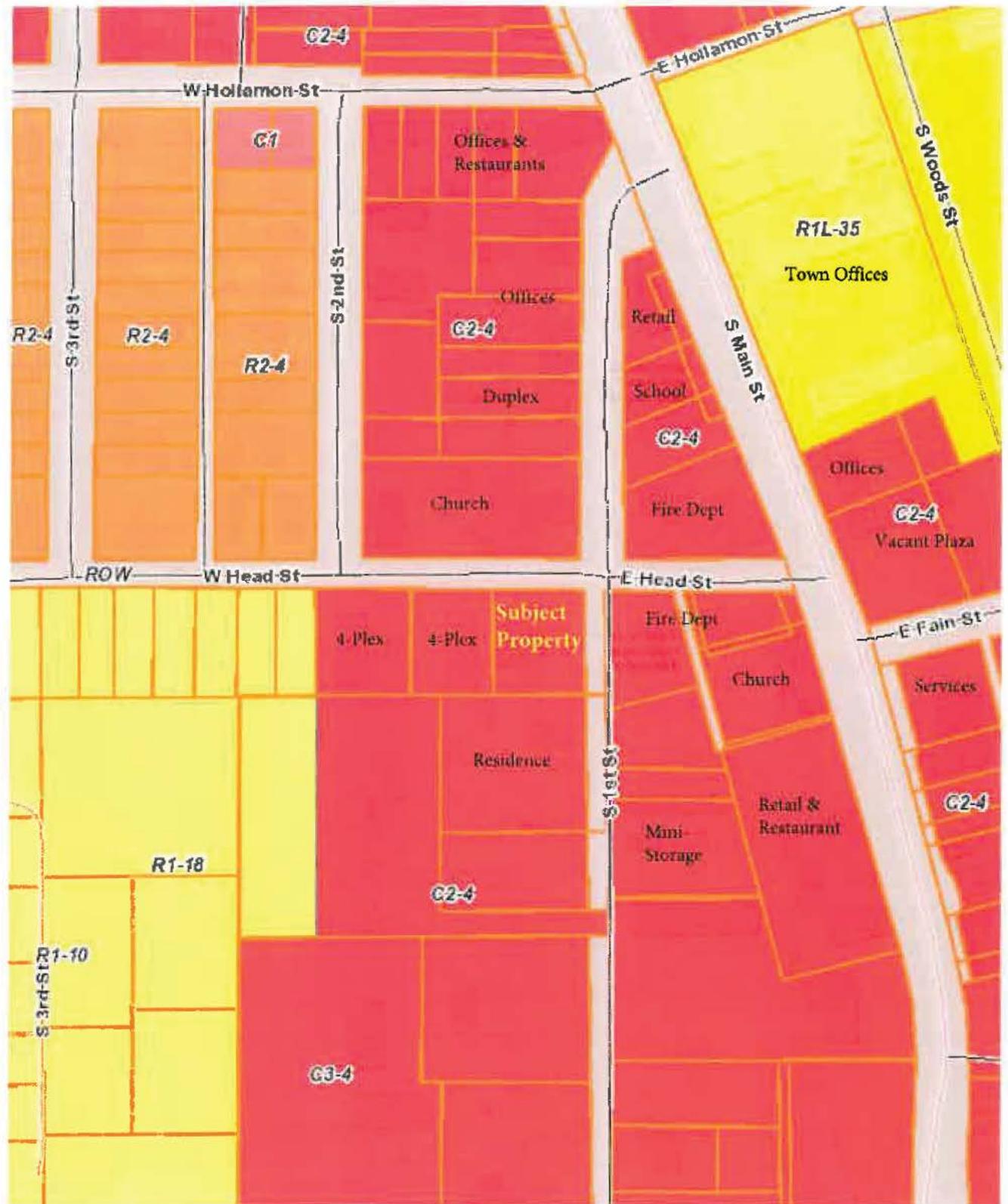
That portion of the Northeast quarter of the Southeast quarter of Section 31, Township 14, North Range 5 East of the Gila and Salt River Base and Meridian, Yavapai County, Arizona, described as follows

**BEGINNING** at the Northeast corner of said Northeast quarter of the Southeast quarter; thence West 150 feet; thence South 150 feet; thence East 150 feet; thence North 150 feet to the **POINT OF BEGINNING**

DIRECTIONS

From S. Main Street to West on Head Street to the SW Corner of 1<sup>st</sup> Street and Head Street

Dulce Verde RV Park: Zoning Map Change  
Vicinity, Zoning & Land Use Map



*Disclaimer: Map and parcel information is believed to be accurate but accuracy is not guaranteed. No portion of the information should be considered to be, or used as, a legal document. The information is provided subject to the express condition that the user knowingly waives any and all claims for damages against Yavapai County that may arise from the use of this data.*



When Recorded Return To:  
Town of Camp Verde  
473 S. Main St  
Camp Verde, Arizona 86322

**AGREEMENT  
TO WAIVE CLAIM FOR DIMINUTION IN VALUE  
REGARDING ACTION  
PROPOSED BY TOWN OR REQUESTED BY PROPERTY OWNER**

This Agreement to Waive Claim for Diminution in Value Regarding Action Proposed by Town or Requested by Property Owner ("Agreement") made as of this 18 day of OCTOBER, 2017, by and between the Town of Camp Verde, a municipal corporation of Arizona ("Town") and:

JOHN S. STOUMBIS, REBECCA HERD, ("Owner(s)");  
JOHN STOUMBIS, REBECCA HERD  
WITNESSETH:

WHEREAS, on December 4, 2006, the Governor of Arizona signed into law the Private Property Rights Protection Act (Proposition 207) approved by the voters on November 7, 2006; and

WHEREAS, Proposition 207 added a new Article 2.1 to Chapter 8, Title 12 of the Arizona Revised Statutes (comprising §§12-1131 through 12-1138) dealing with eminent domain and regulatory takings; and

WHEREAS, ARS §12-1134 permits an owner of private real property to seek just compensation from the state or a political subdivision thereof that enacts or applies a land use law which (subject to certain exceptions) reduces existing rights to use, divide, sell or possess said property and thereby reduces the fair market value of the property; and

WHEREAS, "land use law" includes any statute, rule, ordinance, resolution, or law enacted by the state or political subdivision that regulates the use or division of land or any interest in land; and

WHEREAS, ARS §12-1134(I) recognizes that the state or political subdivisions may reach agreements with private property owners to waive claims for diminution in value resulting from land use law actions proposed by the state or political subdivision or requested by the property owners; and

WHEREAS, the Town (through its Common Council) has, on the date first-above written, duly considered and approved this Agreement with the Owner(s) to waive any claims said Owner(s) may have for diminution in value that may result, now or in the future, from the land use law action(s) proposed by the Town or requested by the Owner(s) as more fully set forth herein;

NOW, THEREFORE, for and in consideration of the mutual covenants and promises contained herein (and for other good and valuable consideration the receipt and sufficiency of which are hereby acknowledged), the parties hereto agree as follows:

SECTION ONE. This Agreement applies to that private real property described in Exhibit "A" attached hereto and expressly made a part hereof ("Property") and the recitals set forth above are true and correct and are incorporated herein by reference. Owner has independently determined and believes that the application of the Town's land use laws to the Property will not reduce the fair market value of the Property.

SECTION TWO. The land use law action(s) proposed by the Town or requested by the Owner(s) to which this Agreement applies have been designated as follows by the Town's Community Development Department:

420170322  
Town Application Number

and, are based on certain application(s), copies of which ("Applications") are shown as Exhibit "B" attached hereto and expressly made a part hereof ("Action(s)").

SECTION THREE. By signing this Agreement, the Owner(s) expressly agree(s) and acknowledge(s) that the Owner(s) hereby waive(s) any right to claim diminution in value or claim just compensation for diminution in value of the Property under ARS §12-1134, now or in the future, in relation to the Action(s). This includes (but is expressly not limited to) agreement and consent by the Owner(s) to all conditions that may ultimately be imposed as part of the Action(s).

SECTION FOUR. It is expressly understood by the parties that this Agreement does not add to, detract from, or otherwise modify any discretion, right, power, authority, obligation, or duty of the Town under applicable law with respect to any legislative, administrative, or quasi-judicial action(s).

SECTION FIVE. This Agreement (including any exhibits attached hereto and any addendum) constitutes the entire understanding and agreement of the Owner(s) and the Town and shall supersede all prior agreements or understandings between the Owner(s) and Town regarding the Property. This Agreement may not be modified or amended except by written agreement of the Owner(s) and the Town.

SECTION SIX. This Agreement is made and entered into in Yavapai County, Arizona, and will be construed and interpreted under the laws of the State of Arizona.

SECTION SEVEN. The parties agree that this Agreement may be filed in the Official Records of the County Recorder's Office, Yavapai County, Arizona.

SECTION EIGHT. This Agreement runs with the land and is binding upon all present and future owners of the Property.

SECTION NINE. This Agreement is subject to the cancellation provisions of ARS §38-511.

SECTION TEN. The Owner(s) warrant(s) and represent(s) that the Owner(s) is/are the owner(s) of fee title to the Property, and that no other person(s) has/have any ownership interest(s) in the Property. The person(s) who sign(s) on behalf of the Owner(s) personally warrant(s) and guarantee(s) to the Town that he/she/they have the legal authority to bind the Owner(s) to this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by and through their authorized representatives the day and year first-above written.

TOWN OF CAMP VERDE, a municipal corporation of Arizona, (Town)



Charles German, Mayor

ATTEST:

  
Judith Morgan, Town Clerk

APPROVED AS TO FORM:

  
William Sims, Town Attorney

Dated this 20 day of February, 2018

OWNER:

JOHN W. STOUMBIS  
Print Name

[Signature]  
Signature

OWNER:

Rebecca M. Herd  
Print Name

[Signature]  
Signature

STATE OF ARIZONA )  
County of Yavapai ) ss.

On this 20 day of February, 2018, before me, the undersigned Notary Public, personally appeared John Stoumbis Rebecca M Herd who acknowledged that this document was executed for the purposes therein contained.

[Signature]  
Notary Public

My Commission Expires: Jan 07 2020

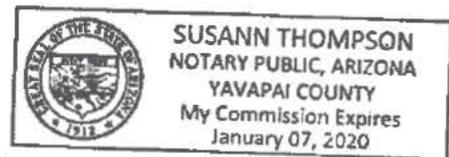


EXHIBIT A

SEP 13 '17 08:54

LEGAL DESCRIPTION.

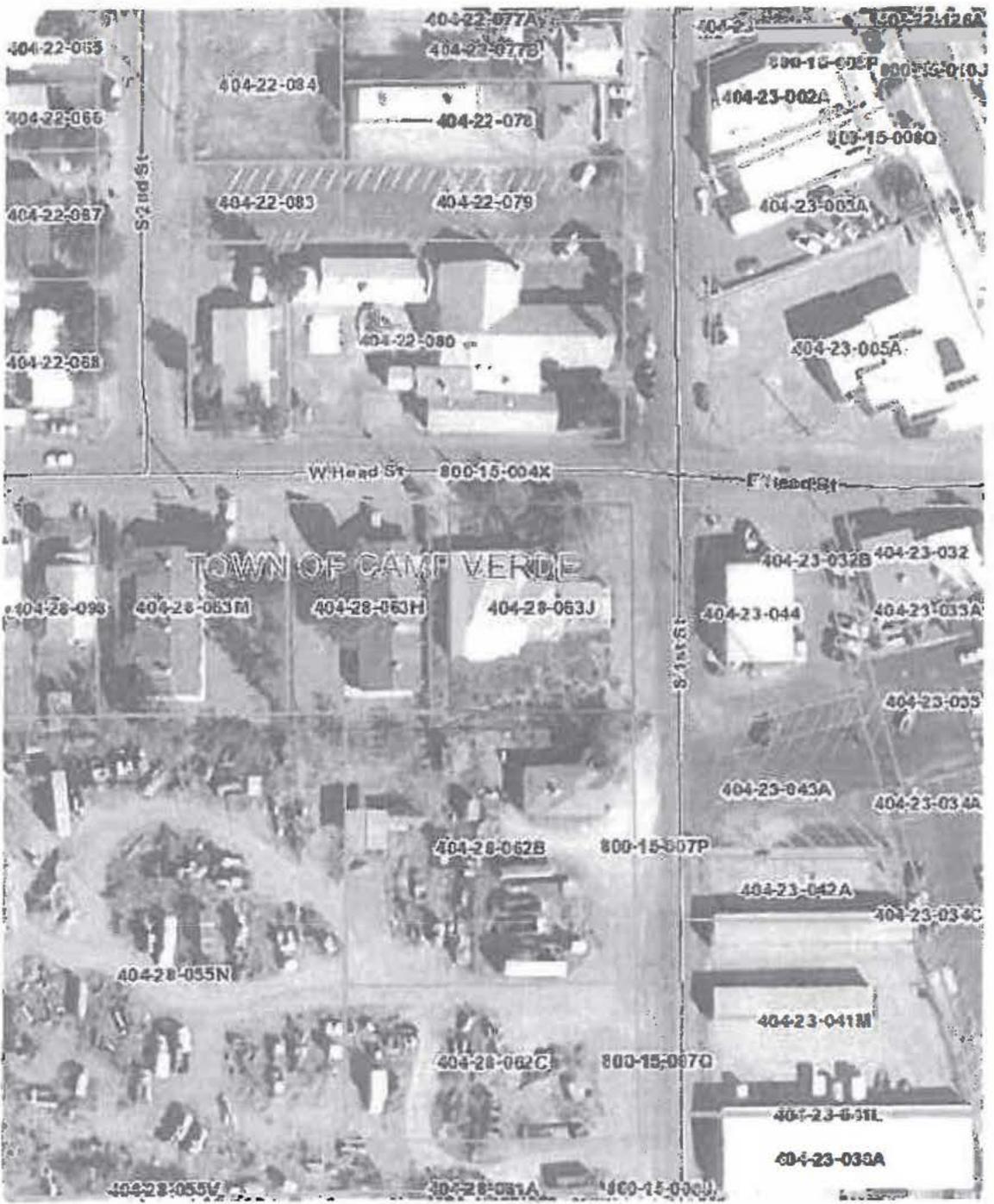
That portion of the Northeast quarter of the Southeast quarter of Section 31, Township 14, North Range 5 East of the Gila and Salt River Base and Meridian, Yavapai County, Arizona, described as follows

BEGINNING at the Northeast corner of said Northeast quarter of the Southeast quarter; thence West 150 feet; thence South 150 feet; thence East 150 feet; thence North 150 feet to the POINT OF BEGINNING

DIRECTIONS

From S. Main Street to West on Head Street to the SW Corner of 1<sup>st</sup> Street and Head Street

Dulce Verde RV Park: Property Image  
 Project #20170322



*Disclaimer: Map and parcel information is believed to be accurate but accuracy is not guaranteed. No portion of the information should be considered to be, or used as, a legal document. The information is provided subject to the express condition that the user knowingly waives any and all claims for damages against Yavapai County that may arise from the use of this data.*

Map created on 11/28/2017



# Land Use Application Form

1. Application is made for:

- |   |                                    |                        |
|---|------------------------------------|------------------------|
| Zoning Map Change                         | Use Permit                         | General Plan Amendment |
| Conceptual Plan Review                    | Preliminary Plat                   | Final Plat             |
| <u>PAD Zoning</u>                         | Variance                           | Sign                   |
| Street Abandonment                        | Minor Land Division                | Wireless Tower         |
| Appeal                                    | Verification of Non-Conforming Use | Other: _____           |
| Development Standards Review (Commercial) |                                    |                        |

2. Project Name: Dulce Verde

3. Contact Information: (a list of additional contacts may be attached)

Owner Name: Jamie H. Wright  
 Address: [REDACTED]  
 City: [REDACTED] State: [REDACTED] Zip: [REDACTED]  
 Phone: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

Applicant Name: John Stambis  
 Address: [REDACTED]  
 City: [REDACTED] State: [REDACTED] Zip: [REDACTED]  
 Phone: [REDACTED]  
 E-Mail: [REDACTED]

4. Property Description: Parcel Number 404-28-003j Acre(s) .40

Address or Location: 27 W. Head Street

Existing Zoning: C2-4 Existing Use: Vacant Land

Proposed Zoning: PAD Proposed Use: RV PARK

5. Purpose: (Describe intent of this application in 1-2 sentences)

CHANGE CURRENT ZONING FROM C2-4 TO PAD TO ALLOW  
SMALL RV PARK  
C2 District (G)(2)(C) (PENDING REZONING)

6. Certification:

I certify that I am the lawful owner of the property affected by this application and hereby consent to this action.

Owner: [Signature] Date: 9/11/17 AND

I certify that the information and attachments I have submitted are true and correct to the best of my knowledge. In filing this application, I am acting with the knowledge and consent of the property owner(s). I understand that all materials and fees required by the Town of Camp Verde must be submitted prior to having this application processed.

Applicant: [Signature] Date: 9-8-17

## SECTION 601 - ZONING DECISIONS

### A. Zoning Ordinance Amendment Applications and Hearings

Any amendment to this Zoning Ordinance, which changes any property from one zone to another, imposes any regulation not previously imposed, or which removes or modifies any regulation previously imposed shall be adopted in the manner set forth in this section.

1. **Applications for Zoning Ordinance text amendments, rezoning amendments, Use Permits**, or other requests requiring Town Council approval shall be filed in the office of the Community Development Department on a form provided, along with such supplemental information required by the Department, and shall be accompanied by a fee established by approval of the Town Council. No part of any such fee shall be refundable after an application is filed and such fee paid, except at the discretion of the Town Council.
  - a. The Planning and Zoning Commission shall hold a public hearing within 90 days of the date of a complete application submittal. After such hearing the Council may adopt the recommendation of the Planning and Zoning Commission without holding a second public hearing provided there is no objection, request for public hearing or other protest.
  - b. The Town Council shall hold a public hearing if requested by the party aggrieved, any member of the public or of the Town Council, or in any case, if no public hearing has been held by the Planning and Zoning Commission.
2. **Notice of the time and place** of Council or Commission hearing shall be given in the time and manner provided for:
  - a. Notice of public hearing before the Commission or Council for all amendments to the Zoning Ordinance text, the zoning map, Use Permits, or other requests, shall be done in accordance with the provisions of Arizona Revised Statutes 9-462.04 as they exist now or as they are amended from time to time. Such notice includes at a minimum the posting and publishing of public hearing notices as specified in the statute.
  - b. Written protests of any recommendation action taken by the Commission shall be filed in the office of the Community Development Department before noon on the Monday of the week preceding the Council meeting at which such amendment will be considered. If such written protest constitutes twenty percent (20%) or more of the immediate area involved in a request for rezoning as specified in ARS 9-462.04.H, as may be amended, a favorable vote of three-fourths of the Council shall be required.
  - c. A decision made by the Council involving rezoning of land which is not owned by the Town and which changes the zoning classification of such land may not be enacted as an emergency measure and such a change shall not be effective for at least 30 days after the final approval of the change in classification by the Council.
  - d. In the event an application has been denied by the Council, the Commission shall not consider a similar application within 12 months of the application date.
3. **Citizen review and participation process** is required for all zone change applications or Use Permit applications:
  - a. Prior to any public hearing, the applicant or an appointed representative shall arrange a meeting with the planning staff which identifies development issues as well as arrangements and scheduling for the neighborhood meeting described in subsection **b** below.

- b. The applicant or an appointed representative shall conduct a neighborhood meeting designed to inform adjoining residents and property owners about the proposed zone change, specific plan application or Use Permit.
  - c. At least 15 days prior to the scheduled neighborhood meeting, the applicant shall notify all property owners within 300 feet of the subject site by first class mail and post the actual property with meeting date and time. The notification shall include the date, time and place for the neighborhood meeting, as well as a description of the proposed land uses. The applicant shall provide an affidavit attesting to this notification being accomplished.
  - d. It is the responsibility of the applicant or their representative to conduct the meeting, provide an opportunity for a question and answer period by the audience, and identify a point of contact to the public for follow-up questions and comments.
  - e. The applicant shall prepare a written summary of the meeting by way of affidavit, including a list of attendees and the issues and concerns discussed and submit a copy of the summary, with a photo of the posting on the property and a copy of the meeting announcement letter, to the Planning Department within 15 days after the neighborhood meeting.
4. **Zoning Ordinance text amendments:** If the Town adopts any zone change or any amendment that imposes any regulation not previously imposed or that removes or modifies any such regulation previously imposed, it must comply with the citizen review process as set forth in ARS §9-462.03, as may be amended, and the public hearing notice procedures set forth in ARS 9-462.04.A as may be amended.

## B. Site Plan Review and Development Standards

Key to obtaining compliance with the regulations of this ordinance and achieving the objectives of the Town's General Plan is the administrative review of Site Plans for new development as regulated in Part 4 Development Standards. The Site Plan entails preparation of drawings for proposed uses and buildings that conform to the Development Standards, depicting adequate grading/drainage and Appearance Compatibility (Section 402), landscape and screening (Section 402), parking and loading (Section 403), signs (Section 404) and outdoor lighting (Section 405) as required in these regulations.

The Site Plan Review process is administered by the Community Development Department in conjunction with other Town departments. The Community Development Director is authorized to approve minor modifications to strict adherence of zoning regulations due to physical constraints of the project site. Appeals may be scheduled for hearing by the Board of Adjustment and Appeals. Major development projects may also be referred to the Commission and Council for a hearing, review and approval, which hearing and review process is mandatory if so stipulated by prior Council action such as rezoning or PAD approval.

For non-residential and multi-family developments as described in Section 400B, additional review of Appearance Compatibility Drawings is required (Section 402 C). Appearance Compatibility Drawings are reviewed by Town staff simultaneously with the Site Plan Review process, in accordance with the process specified in Section 400C.

## C. Use Permit Approvals

Use Permits are provided to ensure the orderly use of land in conformance with the General Plan and applicable Town standards where uses are proposed that may require special limitations or conditions to provide compatibility with other uses. The application for Use Permit approval is applicable to those uses that are specifically listed as "Uses and Structures Subject to Use Permit" in each Zoning Use District in Part Two Section 203.

1. Review and Approval

# Downtown Character Area



*From Top To Bottom: Residential Neighborhood On Hollamon Street; Residential Apartment Complex At State Route 260 & 7<sup>th</sup> Street; Fort Verde State Historic Park; Small Businesses On Main Street; Main Street Sidewalk; Residential Neighborhood Off Montezuma Castle Highway;; Multi-family Housing On Cliff House Drive*

*Photos Courtesy Of The Town Of Camp Verde; The Town Of Camp Verde Community Development Department & Google Street Map Imagery*



## **Introduction for Downtown Character Area:**

Downtown Camp Verde is the heart of the Town's historic past. At the center of the Downtown character area is the Fort Verde State Historical Park that was established in 1865.

By the late 1890s, Camp Verde became a commercial and residential district. By the early 1900s, Main Street boasted a general store, saloon, boarding house, blacksmith shop, barber shop, a handful of homes, and the community's first school, located in what had been the hospital for Fort Verde. In 1909, the Lower Verde Reservation was added at the south end of Main Street, which is now part of the Yavapai-Apache Nation. Several historic buildings have been preserved: The fort became Fort Verde State Historic Park; Wingfield general store and White Hills trading post now contain several small businesses; and the 1914 grammar school currently houses the Camp Verde Historical Society. The elementary, high school, and gym built in the 1940s-1950s now serve as town government offices and community center. Camp Verde was incorporated in 1986.

The Downtown area is envisioned as a pedestrian friendly commercial corridor with entertainment venues, shops, restaurants, and nearby neighborhoods. The Verde Valley Archaeology Center is located here at this time and draws visitors to the museum, classes, and field trips. Today's residential area is a diverse collection of bungalows and cottages intermingled with businesses, making a high density neighborhood in the town's hilltop center. Lower density housing occurs where homes were built on former farm lands, with some having large gardens with roadside stands, pastures or livestock.

The Verde River flowing along the cliffs of Fort Verde Caves is the east boundary of Downtown. The locally notable Black Bridge and White Bridge mark the north and south ends. Plans have been made to create a trail that links the downtown commercial area with the library and community park located at the north end and adjacent to the Verde River.



*Aerial Imagery Of A Portion Of The Downtown Character Area  
Photo Courtesy Of Yavapai County GIS*



TABLE 3.7 - Land Use; Downtown Character Area Reference Chart

| PHYSICAL DESCRIPTION   | BUILT ENVIRONMENT  | CIRCULATION  | POINTS OF INTEREST  | DENSITY AND NON-RESIDENTIAL DISTRICTS  |
|--|--|--|---|--|
| <p>The Downtown character area is approximately 1.08 square miles in size. This character area also contains many of Camp Verde's historical points of interest including the former Camp Verde Elementary School and the Fort Verde State Historic Park, which is listed on both the National and State Register of Historic Places.</p> <p>The Verde River plays a significant role in defining the Downtown character area's boundaries. The Verde River borders this character area on the North and East for approximately 2.66 miles. The Southern boundary line runs South of State Route 260 from 7<sup>th</sup> Street to Salt Mine Road, then along State Route 260 until it reaches the Verde River. The West border of this character area abuts Arizona State Park Land South of the Verde River, Verde Outpost Townhouses, Verde Outpost Townhouses Amended Plat, Finnie Flat Road, and 7<sup>th</sup> Street.</p> <p>A portion of the Yavapai-Apache Nation Camp Verde Tribal Community is located within the Downtown character area which is approximately 5.56 % of the Downtown area.</p> <p>The Downtown character area is a mix of different land uses. Housing densities include single and multi-family residences and include site-built, modular and manufactured homes. Commercial land uses within the Downtown character area include small pockets of Residential Services, C1, and C3, with a majority of the commercial land use being C2, located on both sides of Main Street from Finnie Flat Road South to State Route 260.</p> | <p><b>Neighborhoods:</b></p> <ul style="list-style-type: none"> <li>• Arnold Terrace</li> <li>• Camp Verde Townsite</li> <li>• Camp Verde Heights</li> <li>• Copper Canyon Vista</li> <li>• Fort River Caves</li> <li>• Loma Linda</li> <li>• Military Reserve Addition</li> <li>• Unrecorded 34</li> <li>• Ranch Acres</li> <li>• Townsite Of Camp Verde Sub. Of Lot 7 Block 2</li> <li>• Tres Rios</li> <li>• Verde Hills</li> <li>• Yavapai-Apache Nation Lower Verde Reservation</li> </ul> <p><i>* Metes and Bounds Property not located in platted subdivisions.</i></p> <p><b>Businesses:</b></p> <ul style="list-style-type: none"> <li>• Agriculture</li> <li>• Charter Schools</li> <li>• Churches</li> <li>• Farmer's Market</li> <li>• Group Care Facilities</li> <li>• Home Occupations</li> <li>• Medical Services</li> <li>• Restaurants</li> <li>• Retail Sales</li> <li>• Service Stations</li> </ul> | <p><b>Major Roads:</b></p> <ul style="list-style-type: none"> <li>• Finnie Flat Road/Main Street</li> <li>- 1<sup>st</sup> Street</li> <li>- 7<sup>th</sup> Street</li> <li>- Head Street</li> <li>- Hollamon Street</li> <li>- Montezuma Castle Highway/Pecan Lane</li> <li>- Black Bridge Road</li> <li>- Charolais Drive</li> <li>- Cliff House Drive</li> <li>- Hereford Street</li> <li>- Zellner Lane</li> <li>• General Crook Trail</li> <li>• State Route 260</li> </ul> <p><b>Major Interchanges:</b></p> <ul style="list-style-type: none"> <li>• Finnie Flat Road and 7<sup>th</sup> Street</li> <li>• Finnie Flat Road, Main Street and Montezuma Castle Highway</li> <li>• Main Street and Hollamon Street</li> <li>• Main Street and Head Street</li> <li>• Main Street and State Route 260</li> <li>• 1<sup>st</sup> Street and General Crook Trail</li> <li>• Montezuma Castle Highway and Cliff House Drive</li> <li>• Montezuma Castle Highway and Hereford Drive</li> <li>• Montezuma Castle Highway and Charolais Drive</li> <li>• Montezuma Castle Highway and Zellner Lane</li> <li>• Montezuma Castle Highway and Black Bridge Road</li> <li>• State Route 260 and 7<sup>th</sup> Street</li> </ul> <p><b>Major Trails:</b></p> <ul style="list-style-type: none"> <li>• General Crook Trail</li> <li>• Heritage Loop Trail</li> <li>• Woodcutter's Trail</li> </ul> <p><b>Gateway Entrance:</b></p> <ul style="list-style-type: none"> <li>• South Main Street at the intersection with State Route 260</li> </ul> | <p><b>Community Services:</b></p> <ul style="list-style-type: none"> <li>• Camp Verde Community Library</li> <li>• Camp Verde Fire District</li> <li>• Camp Verde Historical Society</li> <li>• Camp Verde Town Hall</li> <li>• Camp Verde Marshal's Office</li> <li>• Camp Verde Senior Center</li> </ul> <p><b>General:</b></p> <p><b>Historic Sites:</b></p> <ul style="list-style-type: none"> <li>• Assemblies of God Church Hall</li> <li>• Boler's Motel</li> <li>• Camp Verde Elementary School</li> <li>• Camp Verde Jail</li> <li>• Camp Verde Pumphouse</li> <li>• Camp Verde Stage Stop &amp; Boarding House</li> <li>• Camp Verde Teacherage</li> <li>• Casner &amp; See's Verde Valley Club Ice House/Milk Depot</li> <li>• Claude &amp; Ralph Wingfield Store/ Boler's Bar</li> <li>• Fort Verde State Historic Park</li> <li>• Old Camp Verde Dance Hall/ Goswick Hall/Bechetti Theatre</li> <li>• Old Rock Church</li> <li>• Sutter's Store, Wingfield Mercantile &amp; Camp Verde State Bank</li> <li>• Verde Valley Garage/ Pete Power's Garage</li> <li>• Verde Valley Mercantile Company</li> <li>• Watt's Shoe Repair &amp; Justice of Peace</li> </ul> <p><i>* Various private residences along 1<sup>st</sup> St., 2<sup>nd</sup> St., Coppinger St., Head St., Hollamon St., Hance St., Meckem Ln, Nichols St, and Woods St.</i></p> <p><b>Parks and Recreation:</b></p> <ul style="list-style-type: none"> <li>• Community Center Park</li> <li>• Fort Verde State Historic Park</li> <li>• Rezzonico Family Park</li> </ul> <p><b>Water Resources:</b></p> <ul style="list-style-type: none"> <li>• Verde River</li> </ul> <p><b>Irrigation Ditches:</b></p> <ul style="list-style-type: none"> <li>• Verde/Woods Ditch</li> </ul> | <p><b>Existing Density:</b></p> <ul style="list-style-type: none"> <li>• Consists of varying densities ranging from 0 to 11 dwellings per acre.</li> </ul> <p><b>Existing non-residential zoning districts:</b></p> <ul style="list-style-type: none"> <li>• RS North of General Crook Trail between 7<sup>th</sup> Street and Park Drive</li> <li>• C1 on the East side of the intersection of 7<sup>th</sup> Street and Finnie Flat Road</li> <li>• C1 on the West side of the intersection of 2<sup>nd</sup> Street and Hollamon Street</li> <li>• C1 on the South end of Woods Street near Main Street</li> <li>• C2 on the East side of Montezuma Castle Highway between Cliff House Drive and Zellner Lane</li> <li>• C2 on the North and South side of Cliff House Drive prior to the intersection of Silver Bugle Drive</li> <li>• C2 on the East and West side of Montezuma Castle Highway from Cliff House Drive South to Main Street</li> <li>• C2 on both sides of Main Street from Finnie Flat Road South to State Route 260</li> <li>• C2 on the South side of State Route 260 between 7<sup>th</sup> Street and Main Street</li> <li>• C3 on both sides of Monte Verde Lane and on the West end of General Crook Trail near the intersection of General Crook Trail and 1<sup>st</sup> Street.</li> <li>• Open Space &amp; Publix Facilities</li> </ul> <p><b>Preferred non-residential zoning districts:</b></p> <ul style="list-style-type: none"> <li>• Agricultural Use &amp; AG</li> <li>• RS North of General Crook Trail between 7<sup>th</sup> Street and Park Drive.</li> <li>• RS/C1 on the East side of the intersection of 7<sup>th</sup> Street and Finnie Flat Road.</li> <li>• RS/C1 on the West side of the intersection of 2<sup>nd</sup> Street and Hollamon Street</li> <li>• RS/C1 on the South end of Woods Street near Main Street.</li> <li>• RS/C1/C2 on the East side of Montezuma Castle Highway between Cliff House Drive and Zellner Lane.</li> <li>• RS/C1/C2 on the North and South side of Cliff House Drive prior to the intersection of Silver Bugle Drive.</li> <li>• RS/C1/C2 on the East and West side of Montezuma Castle Highway from Cliff House Drive South to Main Street.</li> <li>• RS/C1/C2 on both sides of Main Street and adjacent side streets from Finnie Flat Road South to State Route 260 <ul style="list-style-type: none"> <li>○ Preferred use encouraged in C1/C2 with limited definitions that encourage a small town "main street" atmosphere.</li> </ul> </li> <li>• RS/C1/C2/C3 on both sides of Monte Verde Lane and on the West end of General Crook Trail near the intersection of General Crook Trail and 1<sup>st</sup> Street.</li> <li>• Open Space</li> <li>• Public Facilities</li> <li>• Planned Unit Development (PUD)</li> </ul> |

## **Goals & Implementation Strategies:**

In addition to the existing overall land use goals outlined in the land use element of the General Plan, the following goals have also been identified specifically for the Downtown Character Area:

### **A. Goal: Promote mixed-use development while protecting the Town’s historic character.**

#### **Implementation Strategy:**

- A. 1. Prohibit industrial uses in the Downtown character area.
- A. 2. Encourage mixed-use development with multi-modal connections.
- A. 3. Encourage small town village uses providing local services and products such as small markets, dry cleaners, bakeries, florists, coffee shops, or sit down restaurants.
- A. 4. Promote office type uses along with local and neighborhood retail.
- A. 5. Promote and integrate principles such as walkability, multi-modal transportation options and trails connectivity, public spaces and streetscapes.
- A. 6. Discourage use of unscreened outdoor storage.

### **B. Goal: Promote recreational, community, cultural activities and enhance tourism.**

#### **Implementation Strategy:**

- B. 1. Develop information sources such as visitor centers, signs, kiosks and apps to promote recreational activities, agri-tourism and historic sites community wide within the Downtown character area.
- B. 2. Encourage the design of pedestrian pathways and biking trail systems connecting all the historic sites, including those in the Downtown character area.
- B. 3. Encourage open space along with developing trails and recreational access points between Downtown Camp Verde and Verde River.
- B. 4. Promote outdoor public areas to support community and cultural activities such as an open air plaza for public farmer’s markets, craft fairs and outdoor performances.
- B. 5. Collaborate with Fort Verde State Historic Park to increase visitation which will provide associated benefits to the downtown businesses and tourism efforts.
- B. 6. Develop a walking tour map highlighting Camp Verde’s historical sites and distribute to Arizona information locations.

### **C. Goal: Support healthy residential environments that provide safe and convenient access, open spaces and recreational opportunities.**

#### **Implementation Strategy:**

- C. 1. Encourage a diversity of housing types to meet the needs of all income levels and ages.
- C. 2. Encourage all new development to provide pedestrian and multi-modal pathways within their development with connectivity to the Downtown character area and open space.

**D. Goal: Encourage the implementation of a Verde River Recreation Management Plan as defined by the citizens.<sup>3</sup>**

**Implementation Strategy:**

- D. 1 Identify and define access points as major, intermediate and neighborhood access points so they are compatible with the adjacent land use.
- D. 2 Encourage plan features, such as parks and a trail system that allow people to recreate at the river and connect with other points of interest.
- D. 3 Encourage recreation that is compatible with the natural and cultural environment.

**E. Goal: Promote communication with the Yavapai-Apache Nation.**

**Implementation Strategy:**

- E. 1. Consistently communicate with the Yavapai-Apache Nation about areas of common interests and benefits to meet the above goals.
- E. 2. Encourage multi-modal connectivity with the Yavapai-Apache Nation.

**F. Goal: Create inviting gateway entrances.**

**Implementation Strategy:**

- F. 1. Utilize sources and signage to welcome, direct, inform and promote Camp Verde's unique character and its environments.
- F. 2. Promote improvements for safe and efficient traffic flow.
- F. 3. Communicate with landowners, businesses and government entities on developing gateway entrances.

**Gateway Entrances:**

- Intersection of South Main Street and State Route 260.

---

<sup>3</sup> The Verde River Recreation Management Plan was adopted by Town Council on February 3<sup>rd</sup>, 2016. For additional information please visit <http://www.cvaz.org>.

THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK



Town of Camp Verde

**Agenda Report Form – Section I**

**Meeting Date:** Planning and Zoning Commission; Thursday, January 25, 2023

- Consent Agenda       Decision Agenda       Executive Session Requested  
 Presentation Only       Action/Presentation       Work Session

**Requesting Department:** Community Development

**Staff Resource/Contact Person:** Cory Mulcaire, Planner

**Agenda Title - *Public Hearing*:** Discussion, Consideration, and Possible Recommendation to the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for Preliminary Plat 20230617, submitted by Craig Baker, for the purpose of developing a 161-lot Subdivision, in the High View at Boulder Creek Planned Area Development. The proposed project is zoned C2-PAD and is generally located off Aultman Parkway and Boulder Creek Road on APN 403-15-010C.

Staff Resource: Cory Mulcaire

**List Attached Documents:**

- A. Preliminary Plat
- B. Letter of Intent
- C. Section 505 of The Planning and Zoning Ordinance
- D. 260 West Character Area General Plan

**Estimated Presentation Time:** 10 minutes

**Estimated Discussion Time:** 10 minutes

**Executive Summary:** On November 9, 2023, Craig Baker, on behalf of Boulder Creek Camp Verde, LLC. applied for a Preliminary Plat Review for a 161-lot subdivision, located off of Aultman Parkway and Boulder Creek Road. The parcel is currently zoned C2-PAD.

**Property Information:**

|                               |   |
|-------------------------------|---|
| <b>File No.</b>               | 20230671  |
| <b>Location</b>               | Southwest Corner of High View at Boulder Creek PAD  |
| <b>Parcel</b>                 | 403-15-010C   |
| <b>Owner</b>                  | Boulder Creek Camp Verde, LLC.  |
| <b>Applicant/s</b>            | SBL Engineering – Craig Baker   |
| <b>Site Size</b>              | 26.94 acres   |
| <b>Zoning Designation</b>     | C2-PAD (Commercial: General Sales and Services – Planned Area Development)  |
| <b>Current Land Use</b>       | Vacant  |
| <b>Surrounding Properties</b> | North: M1-PAD; vacant<br>South: C2-PAD; vacant<br>East: C3-PAD; currently vacant (proposed mixed use)<br>West: Prescott National Forest |

**Background Information:** On November 9, 2023, an application for a Preliminary Plat was submitted by Craig Baker, on behalf of property owner, Boulder Creek Camp Verde, LLC. This application proposed 161-lot subdivision on parcel 403-15-010C. The parcel is zoned C2-PAD (Commercial: General Sales and Services – Planned Area Development).

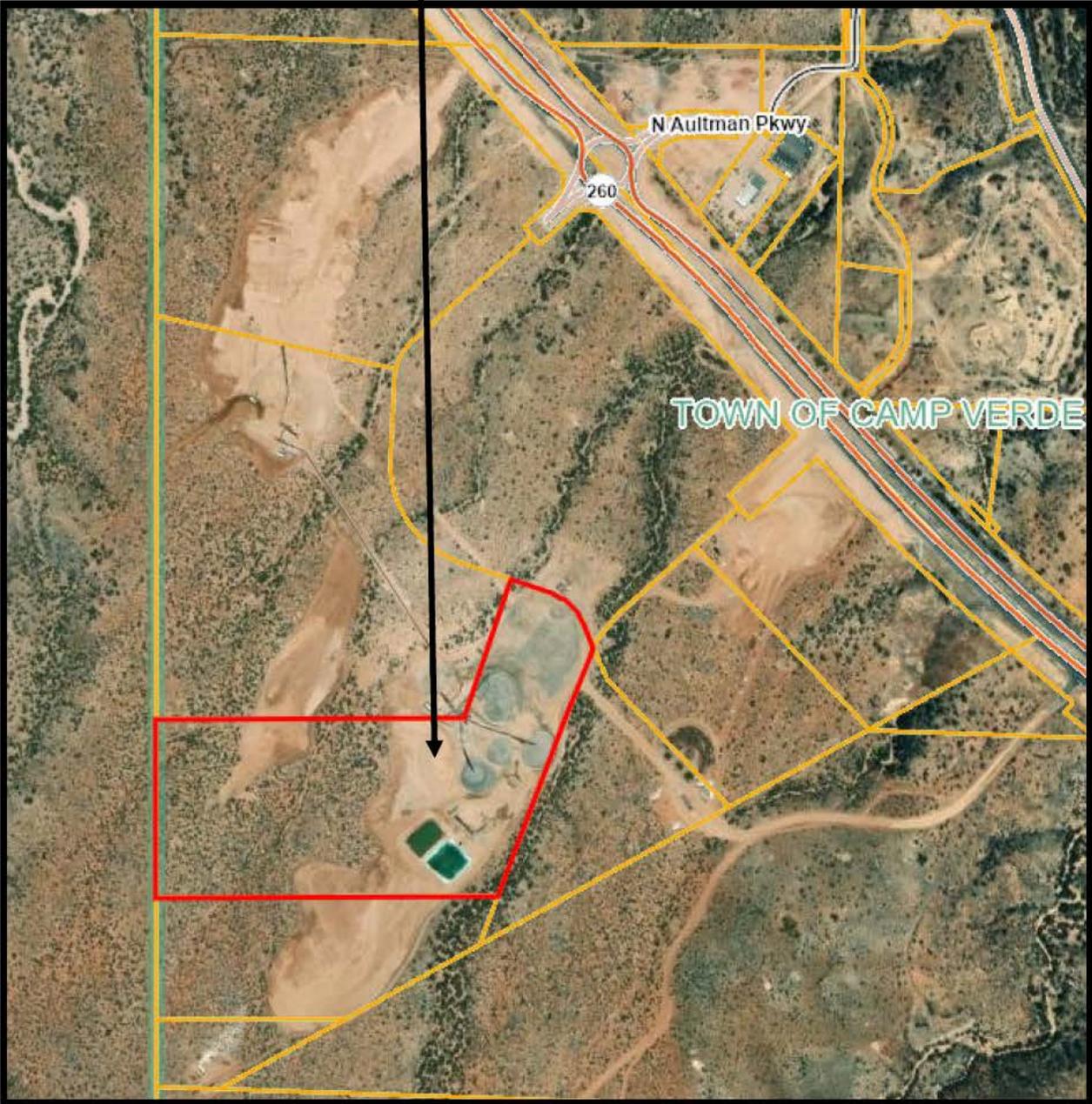
The application proposed to subdivide 21-acre parcel into 161-lots, the lot size will be a minimum of 4,500 square feet. The subdivision is accessible from Aultman Parkway and Boulder Creek Road.

On November 13, 2023, the plat, application, and letter of intent was transmitted to all required agencies for review.

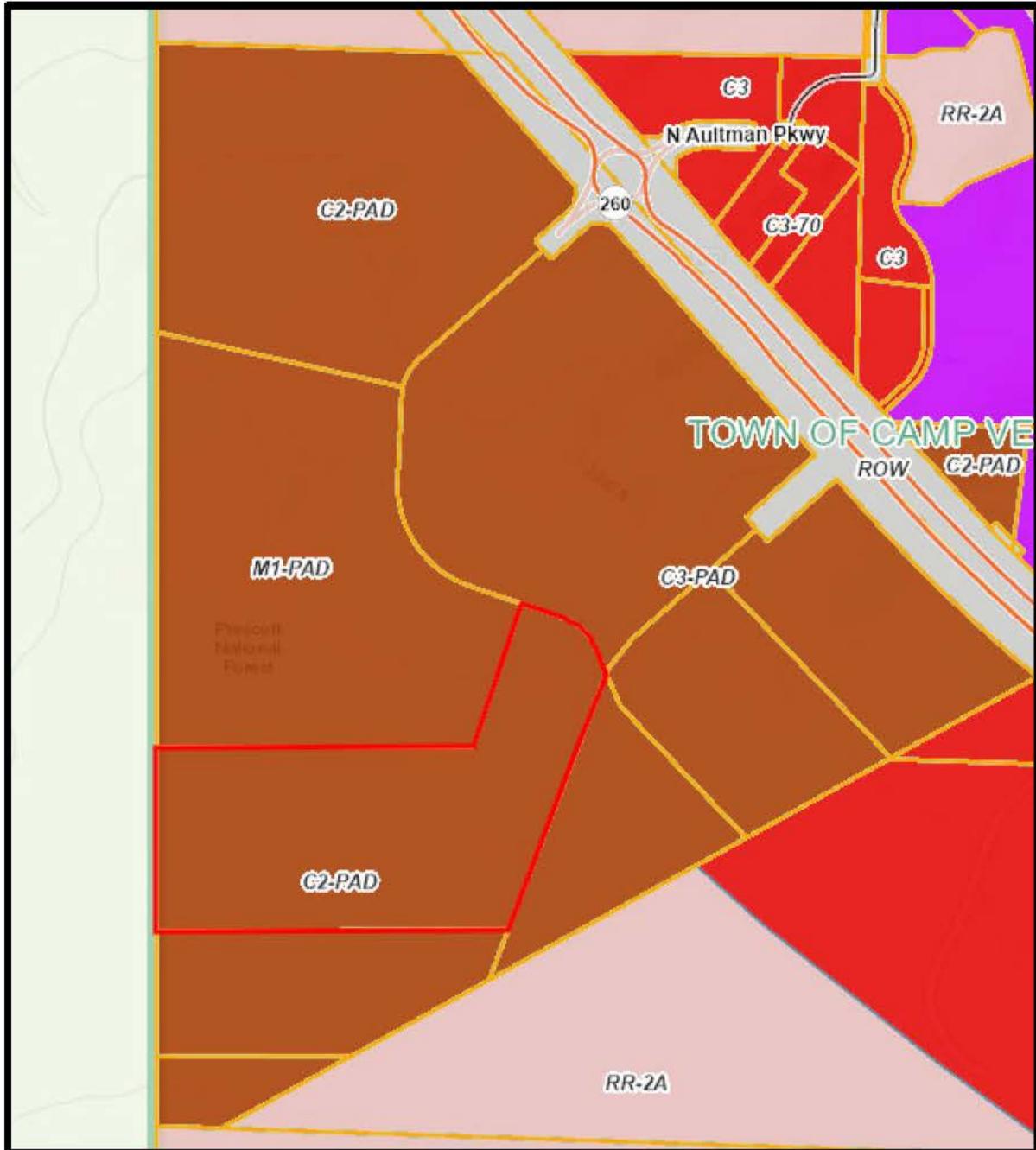
The proposed subdivision is located within the 260 West Character Area of the Town's General Plan. The existing zoning and proposed development of single-family residences is consistent with the Town's stated character and properties of this area.



**SUBJECT PARCEL  
403-15-010C**



**Zoning:** This parcel is zoned C2-PAD (Commercial: General Sales and Services – Planned Area Development). The proposed preliminary plat falls within the parameters of C2-PAD zoning. The parcel borders other Prescott National Forest Service and other parcels within the High View at Boulder Creek PAD.



**General Plan:** The proposed subdivision is located within the 260 West Character Area of the Town's General Plan. The existing zoning and proposed development of single-family residences is consistent with the Town's stated character and properties of this area. See attachment D for excerpt of the 260 West Character Area.

**Interdepartmental and agency review:** On November 13, 2023, the plat, application, and letter of intent was transmitted to all required agencies for review, specifically:

- Town of Camp Verde Public Works
- Town of Camp Verde Building Official
- Town of Camp Verde Utilities Department
- Yavapai County Environmental Services
- Copper Canyon Fire and Medical District

No substantive comments which would impede approval of this Preliminary Plat have been received. Comments/redlines received may be incorporated into the Final Plat or the Commission may require an updated/revised Preliminary Plat before recommending approval to the Mayor and Common Council.

### **Section 505 Preliminary Subdivision:**

#### **Staff responses in brown below.**

##### **A. Purpose and Initial Review**

The purpose of the Preliminary Subdivision Plat is to provide more detail for determining specific capacities and preliminary design for the proposed subdivision. The Preliminary Plat process is a major step, as its Public Hearing by the Planning Commission and the Town Council may give authorization to proceed in preparation with the Final Subdivision Plat, to be accompanied by engineering construction plans and specifications for public improvements. Approval of the Preliminary Plat does not guarantee approval and acceptance of the Final Plat.

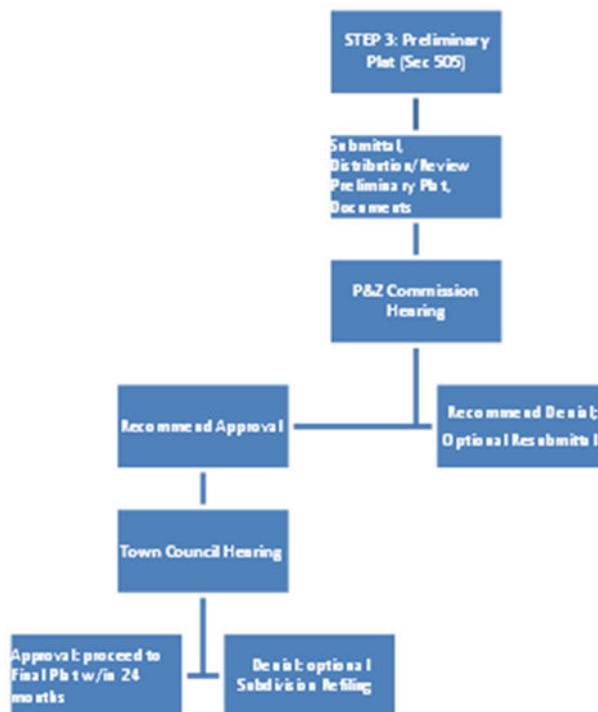
1. After the pre-application meeting the Conceptual and Master Development Plan, if required, the subdivider shall submit an appropriate number of copies as determined by the Community Development Department, including one digital form of the Preliminary Subdivision Plan, an application with fees as specified in the Planning and Zoning Fees Schedule and the Engineering Fee Schedule, and other exhibits herein specified; and shall submit a minimum of two copies each of the required supplementary material as outlined in Section 505.C and as determined by the Community Development Director.

**Staff Response:** A pre-application meeting was held, and fees have been paid. A conceptual plan was submitted by the applicant on April 5, 2023. The conceptual plan was submitted to reviewing agencies and no comments were submitted back to the Community Development Department.

2. Within five working days from submittal of the Preliminary Plat Application, it shall be reviewed for completeness by the Community Development Director or designee. If the application is found incomplete it shall be returned to the subdivider. If the application appears complete, the Plat shall be distributed to reviewing departments and agencies. Processing will not commence until all required documents are received.

Staff Response: Application and electronic version of Plat were received on November 9, 2023. The submission was reviewed and determined substantially complete on November 13, 2023. At that time the Plat was distributed to reviewing agencies for comment.

### PRELIMINARY SUBDIVISION PLATTING PROCES AT-A-GLANCE



3. The Preliminary Plat will be promptly circulated to review to determine if the Preliminary Plat conforms to these regulations, and to the Conceptual Plan phase of the subdivision application.
  - a. Copies of the Preliminary Subdivision Plat and accompanying material will be transmitted to the following agencies: Town Engineer, County Health Department and Environmental Services; Arizona Department of Transportation (if it contains or abuts a state or federal highway); utility companies; Town Road Superintendent; Soil Conservation District; State or Federal land management agency (if adjacent to public lands); State Fire Marshal or Camp Verde Fire District; State Department of Water Resources, and other interested or affected agencies as deemed appropriate by the Director.

Staff Response: Agencies were sent documents for review and comments were received on or prior to December 29, 2023.

This is an administrative function of the application review process.

- b. In accordance with A.R.S. Sections 9-474, as may be amended, if the plat is within three miles of the corporate limits of another municipality having subdivision regulations, the Community Development Director will submit a copy of the Preliminary Plat to said municipality for its review.

Staff Response: This subdivision is within three miles of the City of Cottonwood, and the Plat was sent to them for review.

- c. Interested agencies will have approximately 30 working days, from the date of complete application received by the Community Development Department, to review and send comment to the Community Development Director. The Community Development Director will schedule meeting with agencies during 30 working days.

Staff Response: Comments were received and a meeting was held with applicant and agencies on January 10, 2023.

- d. No reply by an agency within the time limit specified be construed by the Community Development Director as having no objections from the department or agency to approval of the Preliminary Plat.

Staff Response: ADOT, Yavapai County, and surrounding municipalities did not submit any comments.

4. The Community Development staff shall prepare a correlated report, including replies or comments from all departments and other agencies for a coordinated meeting between the subdivider and/or his agent and various responding agencies for the purpose of clarifying outstanding issues arising from subdivision plat review and to promote compliance with the content of these regulations.

Staff Response: This meeting was held and there are no concerns that need to be addressed prior to the Final Plat submittal.

## B. Preliminary Subdivision Plat Requirements

1. Information Required: The Preliminary Subdivision Plat shall be prepared to contain the information required in Section 504.B. Conceptual Plan Submittal Requirements and the additional Preliminary Plat and supplementary requirements that follow in this Section. Engineering plans submitted in

support of the Preliminary Plat shall be prepared under the direction of a Professional Engineer.

**Staff Response:** This has been completed.

2. Title: The title shall include "Preliminary Plat" and the proposed name is the subdivision.

**Staff Response:** This information was included on the submitted plans.

3. Topography: A depiction of contours relating to USGS survey datum, or other datum approved in writing by the Town Engineer, shall be shown on the same map as the proposed subdivision layout.

**Staff Response:** This requirement was met.

4. Existing Drainage and Natural Features: Flood hazard and 100-year Floodplain areas, if any, shall be delineated on the Preliminary Plat, and building pads shall be identified within flood hazard areas:

**Staff Response:** No portion of this subdivision is within the floodplain.

5. Existing Streets, Easements, and Improvements: Locations, widths, ownership status and names of all existing streets and improvements therein.

**Staff Response:** There are no existing streets in this subdivision.

6. Proposed Streets and Easements: Location, width and names of proposed streets, alleys, drainage ways, cross-walks, utility and access easements including all connections to adjoining platted or unplatted tracts. A typical cross-section shall be depicted on the plat where applicable describing the aforementioned improvements.

**Staff Response:** The preliminary plat satisfies this requirement.

7. Adjacent Lands: Name, book, and page numbers of any recorded subdivisions within or having common boundary with the tract, or notation "unsubdivided" where appropriate.

**Staff Response:** Applicant has satisfied this requirement.

8. Lot Layout: including minimum building setback lines related to all streets; typical lot dimensions (scaled); dimensions of all corner lots and lots on curvilinear sections of street; each lot numbered individual and total number of lots shown.

**Staff Response:** This requirement has been satisfied.

9. Public Land Use: Designation of all land to be dedicated or reserved for public or semi-public use, with use indicated.

Staff Response: The applicant proposes to dedicate the streets to the Town. If the street is designed and built to Town standards, the Town may accept the streets.

10. Zoning: The plat shall designate existing zoning classifications and land uses, present district boundary lines and status of any pending zoning change. Staff Response: The requirement has been satisfied.

11. Utility Resources: Reference by note all sources of proposed electricity, gas, telephone service, solid waste disposal, police, and emergency services. Staff Response: This requirement has been satisfied.

12. Sewage disposal: A statement as to the type of facilities proposed shall appear on the Preliminary Plat.  
Staff Response: This requirement will be met through alternative sewer system approved by Yavapai County Development Services prior to Final Plat approval.

13. Water supply: A statement as to the type of facilities proposed shall appear on the Preliminary Plat.  
Staff Response: This requirement is under discussion with the developer and the Town and will be solidified prior to Final Plat approval.

#### C. Additional Preliminary Plat Submittal Requirements

1. The following material shall accompany the submission of all preliminary plats. If this data is not included on the preliminary plat, then a minimum of two (2) copies of each are required.

a. Supplemental submittals at this stage, such as grading, drainage, or road plans, should be preliminary plans, not construction plans. They are the type of plans needed to evaluate the viability of the preliminary plat and allow the reviewing agencies to make reasonable decisions. The plans may generally be prepared using scaled distances and elevations taken from the topographic map used for the Preliminary Plat. When possible, they should be at the same scale as the preliminary plat.

b. All supplemental submittals must be consistent with each other and the Preliminary Plat.

2. Preliminary Title Report: A policy of title insurance company within the preceding thirty (30) days to the owner of the land, covering the land within

the proposed subdivision and showing all record owners, liens, and encumbrances shall be submitted. The preliminary title report shall contain Schedule "B" indicating the status of legal access to the proposed subdivision.

3. Preliminary Draft Deed Restrictions or Protective Covenants: Restrictions or covenants shall be incorporated in the final plat submittal, including provisions for use and maintenance of commonly-owned facilities, if any.
4. Utility Service Letters: A statement regarding availability of utilities and the direction and distance there to and preliminary letters of serviceability shall be submitted in conjunction with the application.
5. Street Names: A list of proposed street names.
6. Preliminary Grading Plan: A preliminary grading plan shall be required when cuts or fills will exceed 5' in height or will extend outside the normal street right-of-way. The preliminary grading plan shall be in sufficient detail to convey the extent grading activities such that their impact can be evaluated by the reviewing agencies.
  - a. The Preliminary Grading Plan shall include existing and finish grade contours and limits of cut and fill areas.
  - b. Driveway and building shall be shown when topographic or other constraints will require specific locations or site grading.
  - c. A geotechnical report shall accompany the grading plan to support the slope stability assumptions of the grading plan.
  - d. The Preliminary Grading Plan may be shown on the Preliminary Road Plans if all of the grading will be related directly to the roads and in compliance with the following requirements for Preliminary Road Plans.
7. Preliminary Road Plans: Grades shall be given to the nearest whole percent grade. A profile sheet coinciding with the roads as shown on the Preliminary Plat or separate plan and profile sheets shall be prepared at a scale sufficient to allow evaluation of the proposed roads. Proposed drainage structures within the right-of-way shall be shown on the preliminary road plans.
  - a. Height, stability, and slope of cut fills.
  - b. Affected drainage patterns,
  - c. Potential roadway geometric problems,
  - d. Impacts of the roads on adjacent lots, property, and access,

- e. Relationship of drainage to roadways; and,
  - f. Other items that may be specific to the roads in the specific subdivision.
8. Preliminary Utility Plans: A Preliminary Utility Plan shall be prepared to illustrate the proposed location of utilities and verify the necessary easements and right-of-way are proposed on the Preliminary Plat. It is recognized that final utility locations are decided by the individual utilities, but the objective of the Preliminary Utility Plan shall be to encourage cooperation in planning by the various utilities.
9. Preliminary Drainage Plans: The Preliminary Drainage Plan shall be part of the Drainage Report in accordance with the requirements of the Yavapai County Flood Control District and Yavapai County Drainage Criteria Manual (refer to Camp Verde Engineering Design & Construction Standards).
10. Traffic Impact Analysis: A traffic impact study shall be performed in accordance with the latest edition of the Town Engineering Design & Construction Standards or as required by the Town Engineer. In cases where the proposed subdivision streets intersect a State or County highway, the traffic impact analysis shall be performed in accordance with the agency's requirements.
- a. Generally, the following criteria are considered when determining if a traffic impact study is warranted:
    - 1) Significant changes in land uses are proposed or higher density zoning is sought.
    - 2) Town arterial highway access is requested or the existing location of access to the property is changed.
    - 3) The proposed increased activity or intensity of development will significantly impact vehicular or pedestrian traffic on County roads.
    - 4) A total of 100 or more vehicular trips during A.M. or P.M. peak hour will be generated by the proposed development.
  - b. The traffic study shall be funded by the subdivider or property owner and upon submittal to the Planning and Zoning Department will be transmitted to and reviewed by the Town Engineer's office. Copies will be made available to other governmental agencies which may be affected by increased traffic.
  - c. The subdivider shall be required to provide financial assurances or complete the installation of any improvements determined necessary to maintain or improve traffic operations and traffic safety functions in direct proportion to the impact caused by the proposed development.

11. Development Schedule: The subdivider may submit a proposed development schedule for progressive phases of the subdivision's development to be approved with the Preliminary Plat.
12. Application or Exception or Waiver: Any requested exception, waiver or variation from these regulations or approved construction standards such as roads, flood control, etc. shall be in the form of an Application for Exception specifying each requested waiver or variation and associated justification.
  - a. The Application shall be a request for exception to a circumstance actually delineated on the preliminary plat, subsequent final plat or other plans as submitted. Requests shall not be in the abstract but shall include the specific reason for each and every exception requested.
  - b. The Community Development Department Staff shall accept the application for each and any exception, as herein described, and initiate or continue the processing of a subdivision plan as long as the plan complies with all other requirements.

**Staff Response:** All of these requirements have been administratively satisfied.

**2016 General Plan:** The 2016 General Plan places this property in the 260 West Character Area which allows for churches, medical services, retail sales, and housing. (Attachment E)

*"The 260 West Character Area is primarily undeveloped land that is suitable for future residential services, commercial, and industrial uses."* (pg. 37 2016 General Plan)

**The following have been completed by staff:**

- The Town mailed a letter providing notice of this public hearing and proposed Preliminary Subdivision Plat to all parcels within 300' of the subject parcel on January 2, 2024.
- A public hearing notice was placed in the Verde Independent Newspaper on January 9, 2024 and January 13, 2024.
- A public hearing notice was posted at the property on January 10, 2024.
- A meeting agenda was posted at Town Hall and Bashas' on January 18, 2024.

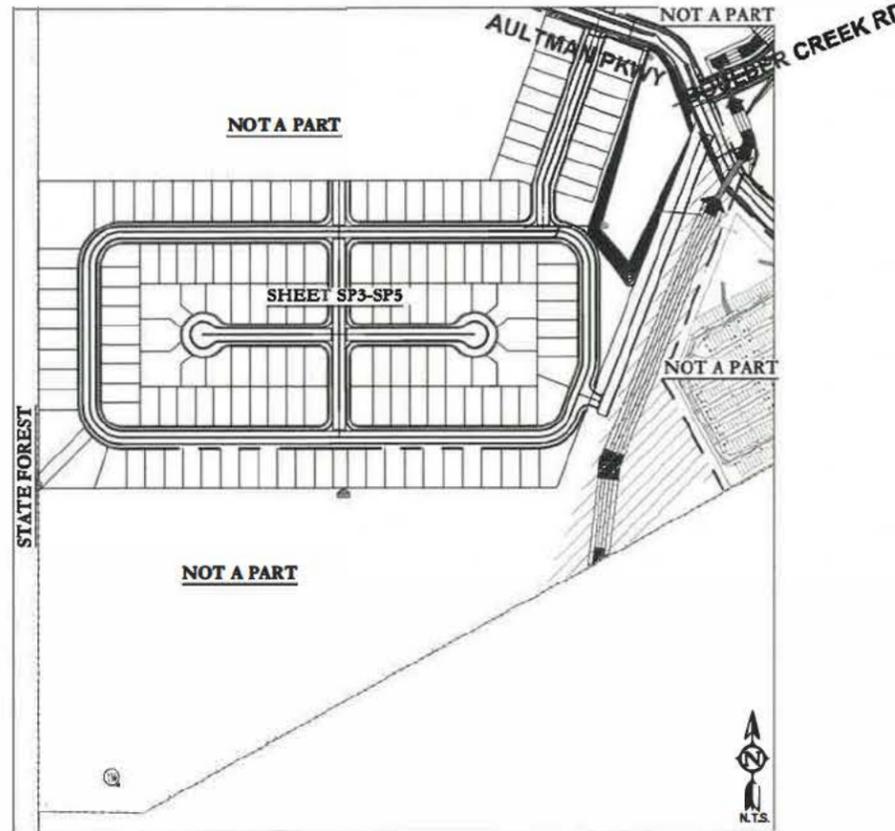
**Recommended Action:** Motion to recommend approval to the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for Preliminary Plat 20230617, submitted by Craig Baker, for the purpose of developing a 161-lot Subdivision, in the High View at Boulder Creek Planned Area Development. The proposed project is zoned C2-PAD and is generally located off Aultman Parkway and Boulder Creek Road on APN 403-15-010C.

**PARCEL 5B RESIDENTIAL SUBDIVISION  
PRELIMINARY PLAT  
PARCEL 5B, CAMP VERDE, AZ**

ATTACHMENT A

**LEGAL DESCRIPTION**

PARCEL 5-B  
THE FOLLOWING IS A DESCRIPTION OF A PARCEL OF LAND LOCATED WITHIN THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 14 NORTH, RANGE 4 EAST OF THE GILA AND SALT RIVER BASE AND MERIDIAN, YAVAPAI COUNTY, ARIZONA, BEING A PORTION OF PARCEL 5, AS SHOWN ON THE "HIGH VIEW AT BOULDER CREEK" RESULTS OF SURVEY RECORDED IN RECEPTION NO. 2020-0079351 RECORDS OF THE YAVAPAI COUNTY RECORDER'S OFFICE, [RECORD SOURCE #1 (RL)]. THE SUBJECT PARCEL OF LAND, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
BEGINNING AT THE WEST QUARTER CORNER OF SAID SECTION 9, BEING MARKED WITH A GLO BRASS  
CAP, ALSO MARKING THE NORTHWEST CORNER OF SAID PARCEL 5, FROM WHICH THE NORTHWEST CORNER OF SAID SECTION 9, BEING MARKED WITH A PLASTIC CAP ATOP A 5/8" REBAR STAMPED L.S. 26925, BEARS NORTH 00° 01' 02" WEST, [ BASIS OF BEARINGS (RL)] AT A DISTANCE OF 2,636.87 FEET;  
THENCE SOUTH 00° 00' 29" EAST, A DISTANCE OF 687.31 FEET, ALONG THE WEST LINE OF SAID SECTION 9, ALSO BEING THE WEST LINE OF PARCEL 5, AS SHOWN ON SAID (RL ), TO A SET PLASTIC CAP ATOP A 1/2" REBAR STAMPED L.S. 48860;  
THENCE NORTH 89° 44' 35" EAST, A DISTANCE OF 1319.36 FEET, TO A FOUND PLASTIC CAP ATOP A 1/2" REBAR STAMPED L.S. 48860, MARKING A POINT ON THE EAST LINE OF SAID PARCEL 5;  
THENCE NORTH 21° 03' 30" EAST, A DISTANCE OF 981.82 FEET, TO A FOUND PLASTIC CAP ATOP A 1/2" RE BAR STAMPED L.S. 48860, MARKING A POINT ON THE EAST LINE OF SAID PARCEL 5 AND THE CENTERLINE OF A 60.00' INGRESS, EGRESS AND PUBLIC UTILITY EASEMENT FOR AULTMAN PARKWAY (RL);  
THENCE NORTH 22° 32' 27" EAST, A DISTANCE OF 41.70 FEET, TO A FOUND PLASTIC CAP ATOP A 1/2" REBAR STAMPED L.S. 48860, MARKING THE CENTERLINE INTERSECTION OF AULTMAN PARKWAY AND BOULDER CREEK ROAD;  
THENCE NORTH 23° 23' 48" WEST, A DISTANCE OF 107.99 FEET, ALONG SAID CENTERLINE TO A FOUND PLASTIC CAP ATOP A 1/2" REBAR STAMPED L.S. 48860, MARKING THE BEGINNING OF A CURVE TO THE LEFT, CONCAVE TO THE SOUTHWEST, HAVING A RADIUS OF 200.00 FEET;  
THENCE ALONG SAID CURVE TO THE LEFT, THROUGH A CENTRAL ANGLE OF 47° 48' 38", AN ARC LENGTH OF 166.77 FEET [ALSO BEING SUBTENDED BY A CHORD BEARING OF NORTH 47° 17' 08" WEST, HAVING A CHORD DISTANCE OF 161.98 FEET], ALONG SAID CENTERLINE TO A FOUND PLASTIC CAP ATOP A 1/2" REBAR STAMPED L.S. 48860;  
THENCE NORTH 71° 10' 22" WEST, A DISTANCE OF 165.67 FEET, ALONG SAID CENTERLINE TO A FOUND PLASTIC CAP ATOP A 1/2" REBAR STAMPED L.S. 48860, MARKING THE NORTHERN MOST POINT OF SAID PARCEL 5;  
THENCE SOUTH 18° 49' 36" WEST, A DISTANCE OF 565.95 FEET, ALONG THE NORTHERLY LINE OF SAID PARCEL 5 TO A FOUND PLASTIC CAP ATOP A 1/2" REBAR STAMPED L.S. 48860, MARKING AN ANGLE POINT IN SAID NORTHERLY LINE;  
THENCE SOUTH 89° 59' 34" WEST, A DISTANCE OF 1186.88 FEET, ALONG THE NORTHERLY LINE OF SAID PARCEL 5 TO THE TRUE POINT OF BEGINNING.  
THE SUBJECT PARCEL OF LAND DESCRIBED HEREIN CONTAINS 26.93 +/- ACRES OF LAND, AS SHOWN ON THE ATTACHED EXHIBIT DRAWING WHICH IS MADE A PORTION HEREOF BY THIS REFERENCE. THE SAID PARCEL OF LAND ALSO BEING SUBJECT TO ALL ITEMS OF THE PUBLIC RECORD THAT MAY BE PERTINENT THERETO.  
TOGETHER WITH A 10.00 FEET WIDE STRIP OF LAND, BEING AN EASEMENT FOR UTILITY PURPOSES, IN ON OVER AND THROUGH A PORTION OF PARCEL 4 AND PARCEL 5, AS SHOWN ON THE "HIGH VIEW AT BOULDER CREEK" RESULTS OF SURVEY RECORDED IN RECEPTION NO. 2020-0079351, RECORDS OF THE YAVAPAI COUNTY RECORDER'S OFFICE, [RECORD SOURCE #1 (RL)]. THE SUBJECT STRIP OF LAND, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
BEGINNING AT THE WEST QUARTER CORNER OF SAID SECTION 9, BEING MARKED WITH A GLO BRASS  
CAP, FROM WHICH THE NORTHWEST CORNER OF SAID SECTION 9, BEING MARKED WITH A PLASTIC CAP ATOP A 5/8" REBAR STAMPED L.S. 26925, BEARS NORTH 00° 01' 02" WEST, [ BASIS OF BEARINGS (RL)] AT A DISTANCE OF 2,636.87 FEET;  
THENCE NORTH 00° 03' 13" WEST, A DISTANCE OF 49.83 FEET, ALONG THE WEST LINE OF SAID SECTION 9, ALSO BEING THE WEST LINE OF PARCEL 4, AS SHOWN ON SAID (RL ), TO A SET PLASTIC CAP ATOP A 5/8" RE BAR STAMPED L.S. 13016;  
THENCE NORTH 00° 00' 59" WEST, A DISTANCE OF 827.25 FEET, ALONG THE SAID WEST LINE OF SAID PARCEL 4, TO A SET 1/2" REBAR STAMPED L.S. 48860;  
THENCE NORTH 89° 59' 18" EAST, A DISTANCE OF 10.00 FEET;  
THENCE SOUTH 00° 00' 59" EAST, A DISTANCE OF 827.25 FEET;  
THENCE SOUTH 00° 03' 13" EAST, A DISTANCE OF 49.83 FEET;  
THENCE SOUTH 00° 00' 29" EAST, A DISTANCE OF 1329.59 FEET;  
THENCE NORTH 89° 59' 31" EAST, A DISTANCE OF 178.71 FEET;  
THENCE SOUTH 00° 00' 59" EAST, A DISTANCE OF 10.00 FEET;  
THENCE SOUTH 89° 59' 31" W, A DISTANCE OF 188.73 FEET, TO A POINT ON THE WEST LINE OF SAID SECTION 9, ALSO BEING THE WEST LINE OF SAID PARCEL 5;  
THENCE NORTH 00° 00' 29" WEST, A DISTANCE OF 1339.58 FEET, ALONG THE SAID WEST LINE OF SAID SECTION 9, TO THE TRUE POINT OF BEGINNING.  
THE SUBJECT STRIP OF LAND DESCRIBED HEREIN CONTAINS 0.550 +/- ACRES OF LAND AND IS SUBJECT TO ALL ITEMS OF THE PUBLIC RECORD THAT MAY BE PERTINENT THERETO.  
EXCEPTING THEREFROM A 60.00 FEET WIDE STRIP OF LAND, BEING AN EASEMENT FOR INGRESS, EGRESS, AND UTILITY PURPOSES, IN ON OVER AND THROUGH A PORTION OF PARCEL 5, AS SHOWN ON THE "HIGH VIEW AT BOULDER CREEK" RESULTS OF SURVEY RECORDED IN RECEPTION NO. 2020-0079351, RECORDS OF THE YAVAPAI COUNTY RECORDER'S OFFICE, [RECORD SOURCE #1 (RL)]. THE SUBJECT STRIP OF LAND, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
BEGINNING FOR REFERENCE: AT THE WEST QUARTER CORNER OF SAID SECTION 9, BEING MARKED WITH A GLO BRASS CAP, ALSO MARKING THE NORTHWEST CORNER OF SAID PARCEL 5, FROM WHICH THE NORTHWEST CORNER OF SAID SECTION 9, BEING MARKED WITH A PLASTIC CAP ATOP A 5/8" REBAR STAMPED L.S. 26925, BEARS NORTH 00° 01' 02" WEST, [ BASIS OF BEARINGS (RL)] AT A DISTANCE OF 2,636.87 FEET, SAID SECTION 9, 00° 00' 29" EAST, A DISTANCE OF 687.31 FEET, ALONG THE WEST LINE OF SAID SECTION 9, ALSO BEING THE WEST LINE OF PARCEL 5, AS SHOWN ON SAID (RL ), TO A SET 1/2" REBAR STAMPED L.S. 48860, THENCE NORTH 89° 44' 35" EAST, A DISTANCE OF 1076.00 FEET, TO A CALCULATED POINT AND THE TRUE POINT OF BEGINNING.  
THENCE NORTH 89° 44' 35" EAST, A DISTANCE OF 83.82 FEET, TO A CALCULATED POINT;  
THENCE NORTH 43° 53' 40" EAST, A DISTANCE OF 85.80 FEET, TO CALCULATED POINT;  
THENCE NORTH 35° 15' 16" EAST, A DISTANCE OF 471.35 FEET, TO A CALCULATED POINT ON THE EAST LINE OF SAID PARCEL 5;  
THENCE NORTH 21° 03' 30" EAST, A DISTANCE OF 461.20 FEET, ALONG SAID EAST LINE OF SAID PARCEL 5 TO THE INTERSECTION OF THE WEST LINE OF A 60.00 FEET WIDE INGRESS, EGRESS AND UTILITY EASEMENT FOR AULTMAN PARKWAY (RL );  
THENCE NORTH 23° 23' 48" WEST, A DISTANCE OF 43.29 FEET, ALONG SAID WEST LINE OF A 60.00 FEET WIDE INGRESS, EGRESS AND UTILITY EASEMENT FOR AULTMAN PARKWAY (RL );  
THENCE NORTH 22° 32' 27" EAST, A DISTANCE OF 41.70 FEET, ALONG SAID WEST LINE OF A 60.00 FEET WIDE INGRESS, EGRESS AND UTILITY EASEMENT FOR AULTMAN PARKWAY (RL );  
THENCE NORTH 23° 23' 48" WEST, A DISTANCE OF 43.92 FEET, ALONG SAID WEST LINE OF A 60.00 FEET WIDE INGRESS, EGRESS AND UTILITY EASEMENT FOR AULTMAN PARKWAY (RL );  
THENCE SOUTH 21° 03' 30" WEST, A DISTANCE OF 557.67 FEET, TO A CALCULATED POINT;  
THENCE SOUTH 35° 15' 16" WEST, A DISTANCE OF 459.34 FEET, TO A CALCULATED POINT;  
THENCE SOUTH 43° 53' 40" WEST, A DISTANCE OF 139.31 FEET, TO THE TRUE POINT OF BEGINNING.  
THE SUBJECT STRIP OF LAND DESCRIBED HEREIN CONTAINS 1.497 +/- ACRES OF LAND AND IS SUBJECT TO ALL ITEMS OF THE PUBLIC RECORD THAT MAY BE PERTINENT THERETO.



KEY MAP

**SHEET INDEX**

|                 |     |
|-----------------|-----|
| COVER SHEET     | PP1 |
| NOTE SHEET      | PP2 |
| SITE PLAN SHEET | P3  |
| EX TOPO SHEET   | PP4 |
| PROP G&D SHEET  | PP5 |

**PRELIMINARY SUBDIVISION PLAT REVIEW AND ACTIONS BY PLANNING COMMISSION**

1. THE COMMISSION SHALL REVIEW, HEAR OR CONSIDER ALL EVIDENCE RELATING TO SAID PRELIMINARY SUBDIVISION PLAT.
2. THE COMMISSION MAY REVIEW AN APPLICATION FOR EXCEPTION SIMULTANEOUSLY WITH THE PRELIMINARY PLAT CONSIDERATION, OR, THE COMMISSION MAY HEAR THE APPLICATION FOR EXCEPTION SEPARATELY AT THE SUBDIVIDER'S REQUEST OR AS RECOMMENDED BY THE COMMUNITY DEVELOPMENT DIRECTOR. THE COMMISSION MAY RECOMMEND THAT THE TOWN COUNCIL AUTHORIZE EXCEPTIONS TO ANY OF THE REQUIREMENTS IN THESE REGULATIONS, IF THE COMMISSION FINDS THE FOLLOWING FACTS WITH RESPECT THERETO:
  - a. THERE ARE SPECIAL CIRCUMSTANCES OR CONDITIONS AFFECTING SAID PROPERTY; AND
  - b. THAT THE GRANTING OF THE EXCEPTION WILL NOT BE DETRIMENTAL TO THE PUBLIC SAFETY, HEALTH AND WELFARE OR INJURIOUS TO OTHER PROPERTY IN THE AREA IN WHICH SAID PROPERTY IS SITUATED; AND
  - c. THAT IT WILL NOT HAVE THE EFFECT OF NULLIFYING THE INTENT AND PURPOSE OF THE TOWN'S GENERAL PLAN OR THESE REGULATIONS.
3. IF SATISFIED THAT ALL OBJECTIVES OF THESE REGULATIONS HAVE BEEN MET, THE COMMISSION MAY RECOMMEND APPROVAL OR CONDITIONAL APPROVAL OF A PRELIMINARY PLAT, WITH OR WITHOUT EXCEPTIONS, TO THE TOWN COUNCIL.
  - a. THE COMMISSION MAY MOVE TO CONTINUE THE PLAT PENDING ITS REVISION OR RESUBMITTAL PROCESS IF THE COMMISSION FINDS THAT THE PROPOSED PLAT LOTS ARE DETERMINED TO BE NOT SUITABLE DUE TO SUCH FEATURES OR CONDITIONS AS FLOODING OR POOR DRAINAGE, STEEP SLOPES, ROCK PROBLEMS, SANITARY DEFICIENCIES, IMPROPER ACCESS TO PUBLIC ROADWAY, OR OTHER CONDITIONS LIKELY TO AFFECT PUBLIC HEALTH, SAFETY, CONVENIENCE AND GENERAL WELFARE.
    - i. SUCH CONTINUANCE SHALL BE SET TO A SPECIFIC DATE COORDINATED BY THE SUBDIVIDER AND COMMISSION FOR A FUTURE COMMISSION HEARING OF THE REVISED PLAT.
    - ii. IF THE PLAT REVISION REMAINS UNSATISFACTORY TO THE COMMISSION FOR A RECOMMENDATION OF APPROVAL, THE COMMISSION MAY RECOMMEND DENIAL AND FORWARD THEIR RECOMMENDATION TO COUNCIL.
    - iii. A PRELIMINARY PLAT MAY NOT BE CONTINUED FOR MORE THAN SIXTY (60) DAYS AFTER THE COMMISSION'S FIRST HEARING ON THE PLAT.
  - b. THE COMMISSION MAY RECOMMEND DENIAL IF IT FINDS THAT THE PLAT DOES NOT COMPLY WITH THESE REGULATIONS, THE INTENT AND PURPOSE OF THE GENERAL PLAN, ZONING OR OTHER APPLICABLE CODES.
4. RECOMMENDATIONS FOR APPROVAL OR DENIAL BY THE COMMISSION SHALL BE FORWARDED TO THE TOWN COUNCIL FOR ACTION AT THE NEXT AVAILABLE REGULAR MEETING. A COPY OF THE PROJECT REPORT AND DRAFT OR APPROVED MINUTES SETTING OUT ACTION OF THE COMMISSION SHALL BE FILED WITH THE TOWN CLERK AND BE TRANSMITTED TO THE COUNCIL, TO THE SUBDIVIDER AND/OR OWNER AND TO DEPARTMENTS OR AGENCIES AS NECESSARY.

**PRELIMINARY SUBDIVISION PLAT REVIEW AND ACTIONS BY THE TOWN COUNCIL**

1. UPON RECEIPT OF THE REPORT AND RECOMMENDATION BY THE COMMISSION, THE COUNCIL AT ITS NEXT SUCCEEDING COUNCIL HEARS PLANNING & ZONING MATTERS MEETING OR SPECIAL MEETING SHALL APPROVE, CONDITIONALLY APPROVE, WITH OR WITHOUT EXCEPTIONS, OR REJECT THE PRELIMINARY SUBDIVISION PLAT APPLICATION.
2. IF THE COUNCIL DETERMINES THAT SAID PRELIMINARY PLAT IS NOT IN CONFORMITY WITH THESE REGULATIONS OR ASSOCIATED DESIGN CRITERIA OR IF OTHER REQUIREMENTS ARE NOT APPROVED BY THE COUNCIL, IT SHALL DISAPPROVE SAID PLAT SPECIFYING ITS REASON OR REASONS THEREFOR; AND THE COMMUNITY DEVELOPMENT DIRECTOR SHALL ADVISE THE SUBDIVIDER IN WRITING OF SUCH DISAPPROVAL AND OF THE REASONS FOR SUCH DISAPPROVAL. IF AN APPLICATION IS REJECTED BY THE TOWN COUNCIL, THE NEW FILING OF A SUBDIVISION APPLICATION FOR THE SAME PARCEL(S) OR ANY PART THEREOF SHALL FOLLOW THE AFOREMENTIONED PROCEDURES AND SHALL BE SUBJECT TO THE REQUIRED FEES.
3. PRELIMINARY PLAT APPROVAL IS BASED UPON THE FOLLOWING TERMS:
  - a. THE BASIC CONDITIONS UNDER WHICH THE PRELIMINARY PLAT IS GRANTED WILL NOT BE CHANGED PRIOR TO EXPIRATION DATE OF THE APPROVAL.
  - b. APPROVAL IS VALID FOR A PERIOD OF TWENTY-FOUR (24) MONTHS FROM DATE OF COUNCIL ACTION, UNLESS AN EXTENDED PERIOD IS REQUESTED AND APPROVED BY COUNCIL.
  - c. PRIOR TO THE EXPIRATION OF THE APPROVAL PERIOD THE SUBDIVIDER MAY REQUEST, BY WRITTEN APPLICATION, COMMISSION AND COUNCIL APPROVAL OF A ONE YEAR TIME EXTENSION; SUCH APPROVALS MAY BE GRANTED, IF AFTER HEARING A RECOMMENDATION BY THE COMMISSION THE OPINION OF THE COUNCIL IS THERE IS NOT A CHANGE IN CONDITIONS WITHIN, OR ADJOINING, THE PRELIMINARY PLAT THAT WOULD WARRANT A REVISION TO ITS ORIGINAL DESIGN.
  - d. THE COUNCIL APPROVAL OF THE PRELIMINARY PLAT SHALL SPECIFY THAT MINIMUM TOWN STANDARDS FOR REQUIRED IMPROVEMENTS SHALL BE DESIGNED PRIOR TO APPROVAL OF THE FINAL PLAT; AND IF ANY OTHER IMPROVEMENTS ARE REQUIRED AT THIS TIME BY THE COUNCIL THEY SHALL BE SO SPECIFIED AT THE TIME OF APPROVAL OF THE PRELIMINARY PLAT.

**OWNER/DEVELOPER**

ZIRE GREY INVESTMENTS I LLC  
661 E. HOWARDS RD  
CAMP VERDE, AZ 86322  
CONTACT: JEREMY BACH  
PH: (928) 300-4440

**ENGINEER**

SEL ENGINEERING, LLC  
1957 E. SUNBURST LANE  
TEMPE, AZ 85284  
PH: (480) 290-9630  
FX: (480) 619-6334  
CONTACT: CRAIG BAKER

**SURVEYOR**

HERITAGE LAND SURVEYING & MAPPING  
PO BOX 3270  
CAMP VERDE, AZ 86322  
PH: (928) 567-9170  
CONTACT: SHANE NAUERT

**PARCEL & SITE ADDRESS**

APR# 403-15-0100 PARCEL 5  
ADDRESS: AULTMAN PARKWAY, CAMP VERDE, AZ  
ZONING: C2-PHO

**AREA**

SUBJECT PROPERTY CONTAINS 1,826,906 SQUARE FEET OR 41.94 ACRES.  
DEVELOPED AREA 1,198,825 SQUARE FEET OR 27.52 ACRES.

**PROJECT DESCRIPTION**

PROPOSED RESIDENTIAL SUBDIVISION

**BENCHMARK**

SEE TOPOGRAPHIC SURVEY OF HIGH VIEW AT BOULDER CREEK PERFORMED BY HERITAGE LAND SURVEYING & MAPPING-INC. DATED 04/19/2021

**BASIS OF BEARING**

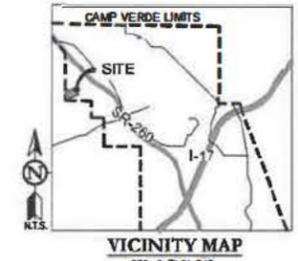
THE BASIS OF BEARINGS FOR THIS PLAT IS NORTH 00 DEGREES, 01 MINUTES, 02 SECONDS WEST (R1) ALONG THE WEST LINE OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 14 NORTH, RANGE 4 EAST G.A.S.R.M., WAPAI COUNTY, ARIZONA.

**FLOOD ZONE**

ACCORDING TO THE FLOOD INSURANCE RATE MAP #0425C2180H & C17934, DATED OCTOBER 18, 2015, THIS PROPERTY IS LOCATED IN FLOOD ZONE "X", AREAS OF 0.2% ANNUAL CHANCE FLOOD; AREAS OF 1% ANNUAL CHANCE FLOOD WITH AVERAGE DEPTHS OF LESS THAN 1 FOOT OR WITH DRAINAGE AREAS LESS THAN 1 SQUARE MILE; AND AREAS PROTECTED BY LEVEES FROM 1% ANNUAL CHANCE FLOOD.

**UTILITY COMPANIES**

|                         |  |
|-------------------------|--|
| ELECTRIC:               | ARIZONA PUBLIC SERVICE COMPANY<br>P.O. BOX 53920, STE. 9996<br>PHOENIX, ARIZONA 85072-3920                                 |
| SEWER:                  | PRIVATE  |
| WATER:                  | TOWN OF CAMP VERDE WASTEWATER DIVISION<br>1000 STATE ROUTE 280<br>BILLING ADDRESS: 365 S. MAIN ST.<br>CAMP VERDE, AZ 86322 |
| CABLE/PHONE:            | CENTURYLINK<br>CENTURYLINK ENGINEERING<br>500 S. CALSARY WAY<br>COTTONWOOD, AZ 86326                                       |
| GAS:                    | SUDDENLINK<br>85 COPPEPOT DRIVE STE. A<br>SEDONA, ARIZONA 86336  |
| SOLID WASTE COLLECTION: | UNISOURCE ENERGY SERVICES<br>UNIS GAS, INC.<br>P.O. BOX 80078<br>PRESCOTT, AZ 86304-8078                                   |
|                         | PATRIOT DISPOSAL<br>211 SMITH ROAD<br>SEDONA, AZ 86336   |



**LOT 5B RESIDENTIAL SUBDIVISION  
AULTMAN PARKWAY, CAMP VERDE, AZ  
PRELIMINARY PLAT**

|           |  |
|-----------|--|
| DATE      |  |
| REVISIONS |  |

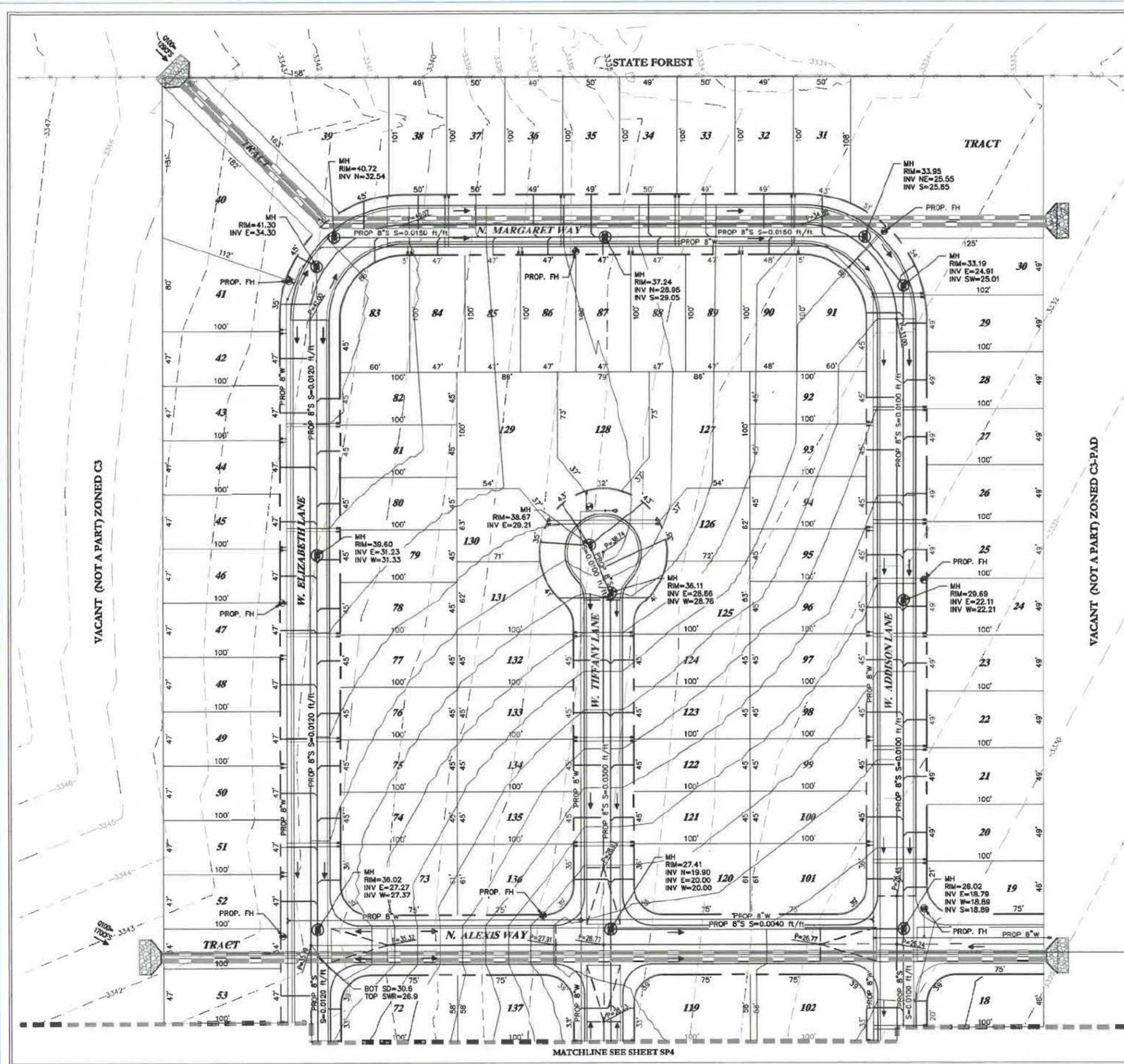
|            |          |
|------------|----------|
| DATE:      | 11/10/23 |
| PROJ. NO.: | 22-148   |
| DESIGN:    | CB       |
| DRAWN:     | JL       |
| CHECK:     | JS       |
| SCALE:     | NTS      |
| CAD FILE:  | 22148SP  |

COVER SHEET  
**PP1**  
1 of 5



INFORMATIONAL COPY ONLY UNLESS WITH A VALID PROFESSIONAL SEAL AND SIGNATURE





- PROPOSED SUBDIVISION DESIGN INFORMATION:**
- 52" INGRESS/EGRESS AND PUBLIC UTILITY EASEMENT
  - ROADS TO HAVE 6" AC C-3/4 ON 6" ABC SUB-BASE 1" COMPACTED SUB-GRADE
  - 8" PRIVATE SEWER LINES
  - 8" PUBLIC WATER LINES (LOOPED)
  - 1" WATER METER & SERVICE LINE
  - 4" SEWER SERVICE LINE
  - APS ELECTRIC
  - LUMEN FOR COMMUNICATIONS
  - UNSOURCE GAS
  - PHASED DEVELOPMENT (40 LOTS PER PHASE)
  - LOTS TO BE MINIMUM 4,500 SQFT OR 45' x 100'
  - 6" HIGH PERIMETER BLOCK WALL
  - 143,791 SQFT OR 11% OF OPEN SPACE
  - SECONDARY GATED EMERGENCY ACCESS
  - ROLLED CURB AND CURB & GUTTER FOR ROADS
  - CATCH BASINS AND STORM DRAIN TO DIRECT STREET FLOWS

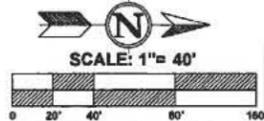


**LOT 5B RESIDENTIAL SUBDIVISION  
AULTMAN PARKWAY, CAMP VERDE, AZ  
PRELIMINARY PLAN**

| REVISIONS | DATE |
|-----------|------|
|           |      |
|           |      |
|           |      |
|           |      |

|            |          |
|------------|----------|
| DATE:      | 11/10/23 |
| PROJ. NO.: | 22-145   |
| DESIGN:    | CB       |
| DRAWN:     | JL       |
| CHECK:     | JS       |
| SCALE:     | 1"=40'   |
| CAD FILE:  | 22145SP  |

**SITE PLAN SHEET  
PP3  
3 of 5**



INFORMATIONAL COPY ONLY UNLESS WITH A VALID PROFESSIONAL SEAL AND SIGNATURE

FS#

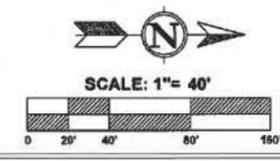
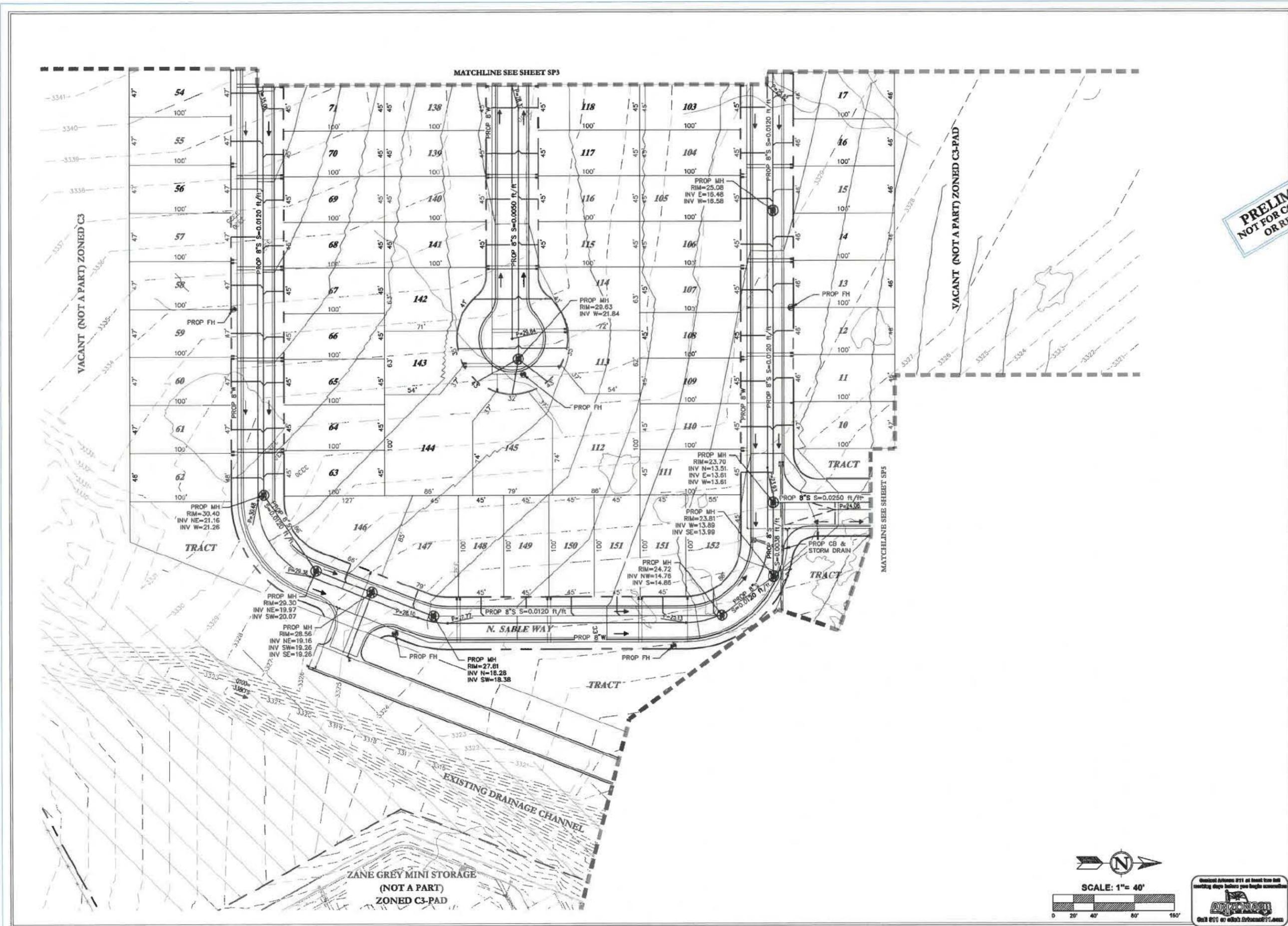


**LOT 5B RESIDENTIAL SUBDIVISION  
AULTMAN PARKWAY, CAMP VERDE, AZ  
PRELIMINARY PLAT**

| REVISIONS | DATE |
|-----------|------|
|           |      |
|           |      |
|           |      |
|           |      |
|           |      |

|            |          |
|------------|----------|
| DATE:      | 11/10/23 |
| PROJ. NO.: | 22-145   |
| DESIGN:    | CB       |
| DRAWN:     | JL       |
| CHECK:     | JS       |
| SCALE:     | 1"=60'   |
| CAD FILE:  | 221458P  |

EX TOPO SHEET  
**PP4**  
4 of 5





ATTACHMENT B

**Zane Grey Investment II LLC**

---

661 E. Howards Rd #A, Camp Verde AZ. 86233  
Phone – 928.300.4440

**LETTER OF INTENT**

DATE: 11.13.23

TO: BJ Ratlief

Please see attached submittals for the proposed subdivision located in Highview @ Boulder Creek. The whole project is 27.52 acres which include 161 single family lots. The property will have amenities for the residents. We also want to incorporate the existing business's that are proximate into our marketing and business plans. The project will be built in phases:

Phase 1 – 40 lots – 10 months from Final Plat

Phase 2 – 40 lots – 10 months after phase 1

Phase 3 – 40 lots – 9 months after phase 2

Phase 3 – 41 lots – 8 months after phase 3

The property will be serviced by existing public water source, private aquatec septic design will be implemented until the public sewer is provided, APS will service the site for electricity, internet and cable provided my multiple sources, and fire protection will be provided by Copper Canyon Fire and Medical District.

Thank you for your consideration.

Sincerely.

Jeremy Bach  
Manager - Member



## ATTACHMENT C

### SECTION 505 - PRELIMINARY SUBDIVISION PLAT

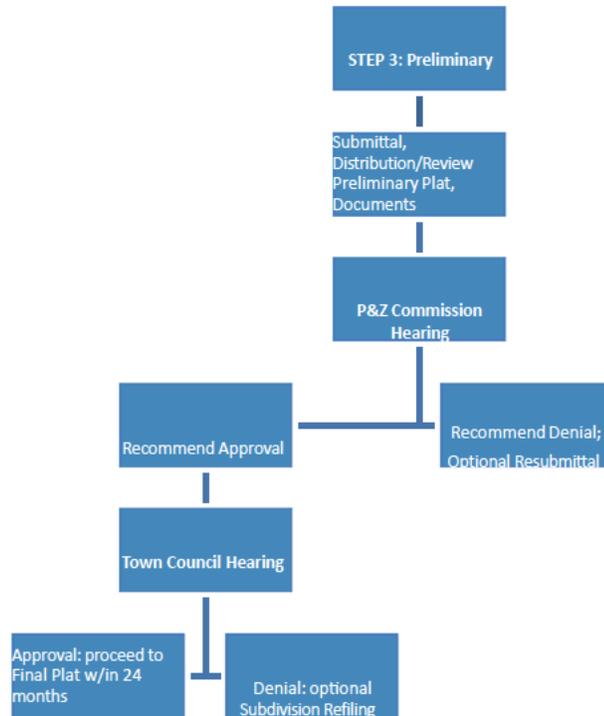
#### A. Purpose and Initial Review

The purpose of the Preliminary Subdivision Plat is to provide more detail for determining specific capacities and preliminary design for the proposed subdivision. The Preliminary Plat process is a major step, as its Public Hearing by the Planning Commission and the Town Council may give authorization to proceed in preparation with the Final Subdivision Plat, to be accompanied by engineering construction plans and specifications for public improvements. Approval of the Preliminary Plat does not guarantee approval or acceptance of the Final Plat.

1. After the Pre-Application meeting the Conceptual Plan and Master Development Plan, if required, the subdivider shall submit an appropriate number of copies as determined by the Community Development Department, including one in digital form of the Preliminary Subdivision Plat, an application with fees as specified in the Planning and Zoning Fee Schedule and the Engineering Fee Schedule, and other exhibits as hereinafter specified; and shall submit a minimum of two copies each of the required supplementary materials as outlined in Section 505.C and as determined by the Community Development Director.
2. Within five working days from submittal of the Preliminary Plat Application, it shall be reviewed for completeness by the Community Development Director or designee. If the application is found to be

incomplete, it shall be returned to the subdivider. If the application appears to be complete, the Plat shall be distributed to reviewing departments and agencies. Processing will not commence until all required documents are received.

### PRELIMINARY SUBDIVISION PLATTING PROCESS AT-a-GLANCE



3. The Preliminary Plat will be promptly circulated for review to determine if the Preliminary Plat conforms to these regulations, and to the Conceptual Plan phase of the subdivision application.
  - a. Copies of the Preliminary Subdivision Plat and accompanying material will be transmitted to the following agencies: Town Engineer; County Health Department or Environmental Services; Arizona Department of Transportation (if it contains or abuts a state or federal highway); utility companies; Town Road Superintendent; Soil Conservation District; State or Federal land management agency (if adjacent to public lands); State Fire Marshal or Camp Verde Fire District; State Department of Water Resources, and other interested or affected agencies as deemed appropriate by the Director.
  - b. In accordance with A.R.S. Sections 9-474, as may be amended, if the plat is within three miles of the corporate limits of another municipality having subdivision regulations, the Community Development Director will submit a copy of the Preliminary Plat to said municipality for its review.
  - c. Interested agencies will have approximately 30 working days, from the date of complete application received by the Community Development Department, to review and send comment to the Community Development Director. The Community Development Director will schedule a meeting with agencies during the 30 working days.
  - d. No reply by an agency within the time limit specified shall be construed by the Community Development Director as having no objections from that department or agency to approval of the Preliminary Plat.
4. The Community Development staff shall prepare a correlated report, including replies or comments from all departments and other agencies for a coordinated meeting between the subdivider and/or his agent

and the various responding agencies for the purpose of clarifying outstanding issues arising from subdivision plat review and to promote compliance with the content of these regulations;

- a. If recommended changes, additions, or minor revisions are necessary, three sets of revised prints shall be submitted and distributed for review as with the original submittal. All revised preliminary plans and/or revised accompanying material shall be received at least 15 working days prior to the Commission meeting date at which the developer desires to be heard;
- b. If the proposed Preliminary Plat is in conformance, the Director shall put it on the agenda for the next scheduled Planning Commission meeting and send notice with a copy of the staff report to the subdivider by mail at least ten working days prior to the Commission's public meeting of the time and place at which the matter is set for review.

All time frames listed herein are estimates.

## B. Preliminary Subdivision Plat Submittal Requirements

1. **Information Required:** The Preliminary Subdivision Plat shall be prepared to contain the information required in Section 504 B. Conceptual Plan Submittal Requirements and the additional Preliminary Plat and supplementary requirements that follow in this Section. Engineering plans submitted in support of the Preliminary Plat shall be prepared under the direction of a Professional Engineer.
2. **Title:** The title shall include "Preliminary Plat" and the proposed name of subdivision.
3. **Topography:** A depiction of contours relating to USGS survey datum, or other datum approved in writing by the Town Engineer, shall be shown on the same map as the proposed subdivision layout. Location and elevation of the benchmark used should also be shown on the plat. Acceptable contour interval; grades up to 5%, two feet; 5% to 15% grades, five feet; grades over 15%, ten feet. Source and date of topography shall be noted on the Preliminary Plat. Datum basis shall be noted. Whenever practical, elevations should be based on N.G.S. datum. At least one permanent benchmark shall be included as part of the Preliminary Plat. Regular U.S.G.S. topographic maps, enlargements or similarities of same will not be acceptable as the source of topography.
4. **Existing Drainage and Natural Features:** Flood hazard and 100-year Floodplain areas, if any, shall be delineated on the Preliminary Plat, and building pads shall be identified within flood hazard areas; significant natural features such as washes, wetlands, major rock outcroppings and stands of trees, shall be identified.
5. **Existing Streets, Easements and Improvements:** Location, widths, ownership status and names of all existing streets and improvements therein; railroads; recorded utility or other easements or rights-of-way, including any existing facilities therein; public areas; all existing structures, with an indication of whether or not they are to remain; and Town corporation lines within or adjacent to the tract. Access road to the proposed subdivision shall be described to its intersection with a public road right-of-way.
6. **Proposed Streets and Easements:** Location, width and names of proposed streets, alleys, drainage ways, cross-walks, utility and access easements including all connections to adjoining platted or unplatted tracts. A typical cross-section shall be depicted on the plat where applicable describing the aforementioned improvements.
7. **Adjacent Lands:** Name, book and page numbers of any recorded subdivisions within or having a common boundary with the tract, or notation "unsubdivided" where appropriate.
8. **Lot Layout:** Including minimum building setback lines related to all streets; typical lot dimensions (scaled); dimensions of all corner lots and lots on curvilinear sections of street; each lot numbered individually and total number of lots shown.
9. **Public Land Use:** Designation of all land to be dedicated or reserved for public or semi-public use, with use indicated.

10. **Zoning:** The plat shall designate existing zoning classifications and land uses, present district boundary lines and status of any pending zoning change. If the plat includes land for which any multi-family, commercial or industrial use is proposed, such areas shall be clearly designated.
11. **Utility Resources:** Reference by note to all sources of proposed electricity, gas, telephone service, solid waste disposal, police and emergency service agencies.
12. **Sewage Disposal:** A statement as to the type of facilities proposed shall appear on the Preliminary Plat.
  - a. It shall be the responsibility of the subdivider to furnish the Yavapai County Environmental Services Department such evidence as that Department may require for its satisfaction as to the design and operation of sanitary sewage facilities proposed.
  - b. Where the proposed sewage disposal system will be by individual lot septic tanks, the result of the percolation tests and test boring logs as required by the County Environmental Services Department shall be submitted with the preliminary plat.
  - c. Where alternate systems are contemplated necessary supporting information to the County Environmental Services Departments' specifications shall be provided for review and approval in concert with Preliminary Plat evaluation.
13. **Water Supply:** A statement as to the type of facilities proposed shall appear on the Preliminary Plat. It shall be the responsibility of the subdivider to furnish the Yavapai County Environmental Services Department such evidence as that Department may require for its satisfaction as to the facilities for supplying domestic water.

### C. Additional Preliminary Plat Submittal Requirements

1. The following material shall accompany the submission of all preliminary plats. If this data is not included on the preliminary plat, then a minimum of two (2) copies each are required.
  - a. Supplemental submittals at this stage, such as grading, drainage or road plans, should be preliminary plans, not construction plans. They are the type of plans needed to evaluate the viability of the preliminary plat and allow the reviewing agencies to make reasonable decisions. The plans may generally be prepared using scaled distances and elevations taken from the topographic map used for the Preliminary Plat. When possible, they should be at the same scale as the preliminary plat.
  - b. All supplemental submittals must be consistent with each other and the Preliminary Plat.
2. **Preliminary Title Report:** A policy of title insurance issued by a title insurance company within the preceding thirty (30) days to the owner of the land, covering the land within the proposed subdivision and showing all record owners, liens, and encumbrances shall be submitted. The preliminary title report shall contain Schedule "B" indicating the status of legal access to the proposed subdivision.
3. **Preliminary Draft Deed Restrictions or Protective Covenants:** Restrictions or covenants shall be incorporated in the final plat submittal, including provisions for use and maintenance of commonly-owned facilities, if any.
4. **Utility Service Letters:** A statement regarding availability of utilities and the direction and distance thereto and preliminary letters of serviceability shall be submitted in conjunction with the application.
5. **Street Names:** A list of the proposed street names.
6. **Preliminary Grading Plan:** A preliminary grading plan shall be required when cuts or fills will exceed 5' in height or will extend outside of the normal street right-of-way. The preliminary grading plan shall be in sufficient detail to convey the extent of grading activities such that their impact can be evaluated by the reviewing agencies.

- a. The Preliminary Grading Plan shall include existing and finish grade contours and limits of cut and fill areas.
  - b. Driveway and building locations shall be shown when topographic or other constraints will require specific locations or site grading.
  - c. A geotechnical report shall accompany the grading plan to support the slope stability assumptions of the grading plan.
  - d. The Preliminary Grading Plan may be shown on the Preliminary Road Plans if all of the grading will be related directly to the roads and in compliance with the following requirements for Preliminary Road Plans.
7. **Preliminary Road Plans:** Grades shall be given to the nearest whole percent grade. A profile sheet coinciding with the roads as shown on the Preliminary Plat or separate plan and profile sheets shall be prepared at a scale sufficient to allow evaluation of the proposed roads. Proposed drainage structures within the right-of-way shall be shown on the preliminary road plans. The reviewing agency's interests in these parts are:
- a. height, stability and slope of cut fills,
  - b. affected drainage patterns,
  - c. potential roadway geometric problems,
  - d. impacts of the roads on adjacent lots, property and access,
  - e. relationship of drainage to roadways: and,
  - f. other items that may be specific to the roads in the specific subdivision.
8. **Preliminary Utility Plans:** A Preliminary Utility Plan shall be prepared to illustrate the proposed location of utilities and verify that the necessary easements and right-of-way are proposed on the Preliminary Plat. It is recognized that final utility locations are decided by the individual utilities, but the objective of the Preliminary Utility Plan shall be to encourage cooperation in planning by the various utilities.
9. **Preliminary Drainage Plans:** The Preliminary Drainage Plan shall be part of a Drainage Report in accordance with the requirements of the Yavapai County Flood Control District and Yavapai County Drainage Criteria Manual (refer to Camp Verde Engineering Design & Construction Standards).
10. **Traffic Impact Analysis:** A traffic impact study shall be performed in accordance with the latest edition of the Town Engineering Design & Construction Standards or as required by the Town Engineer. In cases where the proposed subdivision streets intersect a State or County highway, the traffic impact analysis shall be performed in accordance with that agency's requirements.
- a. Generally the following criteria are considered when determining if a traffic impact study is warranted:
    - 1) Significant changes in land uses are proposed or higher density zoning is sought.
    - 2) Town arterial highway access is requested or the existing location of access to the property is changed.
    - 3) The proposed increased activity or intensity of development will significantly impact vehicular or pedestrian traffic on County roads.
    - 4) A total of 100 or more vehicular trips during an A.M. or P.M. peak hour will be generated by the proposed development.
  - b. The traffic study shall be funded by the subdivider or property owner and upon submittal to the Planning and Zoning Department will be transmitted to and reviewed by the Town Engineer's

office. Copies will be made available to other governmental agencies which may be affected by increased traffic.

- c. The subdivider shall be required to provide financial assurances or complete the installation of any improvements determined necessary to maintain or improve traffic operations and traffic safety functions in direct proportion to the impact caused by the proposed development.
11. **Development Schedule:** The subdivider may submit a proposed development schedule for progressive phases of the subdivision's development to be approved with the Preliminary Plat
12. **Application of Exception or Waiver:** Any requested exception, waiver or variation from these regulations or approved construction standards such as roads, flood control, etc. shall be in the form of an Application of Exception specifying each requested waiver or variation and associated justification.
  - a. The Application shall be a request for an exception to a circumstance actually delineated on the preliminary plat, subsequent final plat or other plans as submitted. Requests shall not be in the abstract but shall include the specific reason for each and every exception requested.
  - b. The Community Development Department Staff shall accept the application for each and any exception, as herein described, and initiate or continue the processing of a subdivision plan as long as the plan complies with all other requirements.

#### **D. Preliminary Subdivision Plat Review and Actions by Planning Commission**

1. The Commission shall review, hear or consider all evidence relating to said Preliminary Subdivision Plat.
2. The Commission may review an Application for Exception simultaneously with the Preliminary Plat consideration, or, the Commission may hear the Application for Exception separately at the subdivider's request or as recommended by the Community Development Director. The Commission may recommend that the Town Council authorize exceptions to any of the requirements in these regulations, if the Commission finds the following facts with respect thereto:
  - a. There are special circumstances or conditions affecting said property; and
  - b. That the granting of the exception will not be detrimental to the public safety, health and welfare or injurious to other property in the area in which said property is situated; and
  - c. That it will not have the effect of nullifying the intent and purpose of the Town's General Plan or these regulations.
3. If satisfied that all objectives of these regulations have been met, the Commission may recommend approval or conditional approval of a Preliminary Plat, with or without exceptions, to the Town Council.
4. The Commission may move to continue the plat pending its revision or resubmittal process if the Commission finds that the proposed plat lots are determined to be not suitable due to such features or conditions as flooding or poor drainage, steep slopes, rock problems, sanitary deficiencies, improper access to public roadway, or other conditions likely to affect public health, safety, convenience and general welfare.
  - a. Such continuance shall be set to a specific date coordinated by the subdivider and Commission for a future Commission hearing of the revised plat.
  - b. If the plat revision remains unsatisfactory to the Commission for a recommendation of approval, the Commission may recommend denial and forward their recommendation to Council.
  - c. A Preliminary Plat may not be continued for more than sixty (60) days after the Commission's first hearing on the Plat.
5. The Commission may recommend denial if it finds that the plat does not comply with these regulations, the intent and purpose of the General Plan, zoning or other applicable codes.

6. Recommendations for approval or denial by the Commission shall be forwarded to the Town Council for action at the next available regular meeting. A copy of the project report and draft or approved minutes setting out action of the Commission shall be filed with the Town Clerk and be transmitted to the Council, to the subdivider and/or owner and to departments or agencies as necessary.

#### **E. Preliminary Subdivision Plat Review and Actions by the Town Council**

1. Upon receipt of the report and recommendation by the Commission, the Council at its next succeeding Council Hears Planning & Zoning Matters meeting or special meeting shall approve, conditionally approve, with or without exceptions, or reject the Preliminary Subdivision Plat application.
2. If the Council determines that said Preliminary Plat is not in conformity with these regulations or associated design criteria or if other requirements are not approved by the Council, it shall disapprove said plat specifying its reason or reasons therefore; and the Community Development Director shall advise the subdivider in writing of such disapproval and of the reasons for such disapproval. If an application is rejected by the Town Council, the new filing of a subdivision application for the same parcel(s) or any part thereof shall follow the aforementioned procedures and shall be subject to the required fees.
3. Preliminary Plat approval is based upon the following terms:
  - a. The basic conditions under which the Preliminary Plat is granted will not be changed prior to expiration date of the approval.
  - b. Approval is valid for a period of twenty-four (24) months from date of Council action, unless an extended period is requested and approved by Council.
  - c. Prior to the expiration of the approval period the subdivider may request, by written application, Commission and Council approval of a one year time extension; such approvals may be granted, if after hearing a recommendation by the Commission the opinion of the Council is there is not a change in conditions within, or adjoining, the Preliminary Plat that would warrant a revision to its original design.
4. The Council approval of the Preliminary Plat shall specify that minimum Town standards for required improvements shall be designed prior to approval of the Final Plat; and if any other improvements are required at this time by the Council, they shall be so specified at the time of approval of the Preliminary Plat.

# 260 West Character Area



*From Top To Bottom: I-17 & State Route 260 Gateway Entrance Point,, Yavapai-Apache Nation Market Place at State Route 260 & Cherry Lane, Industrial Buildings on Old State Highway 279, State Route 260 Gateway Entrance from Cottonwood, AZ*

*Photos Courtesy Of The Town Of Camp Verde Community Development Department*



## Introduction To The 260 West Character Area:

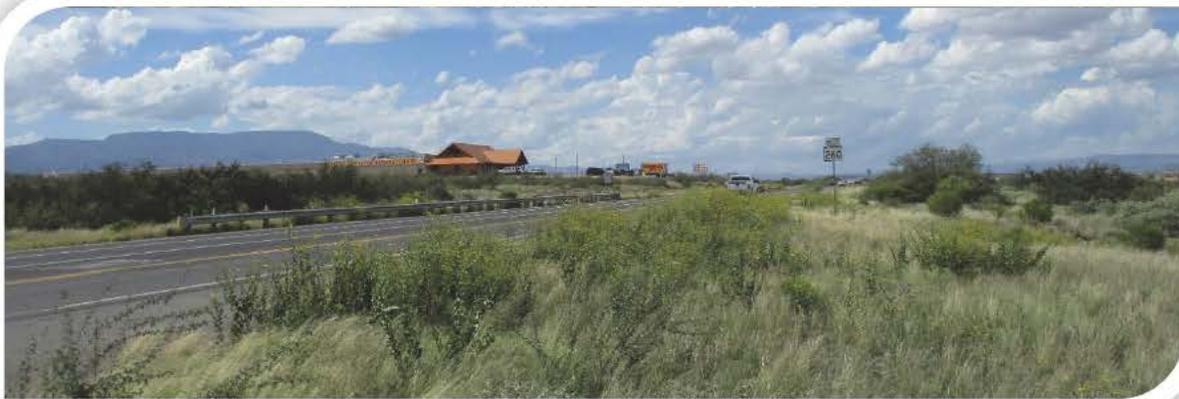
State Route 260 West of Interstate 17 is a modern divided highway providing access to approximately 2,000 acres of commercial and industrial property on both sides of the highway. This area, located next to one of the State of Arizona's main transportation corridors, is perfectly situated for commercial, industrial, and tourism growth.

The southwest side of State Route 260 currently provides many services. A busy travel center is conveniently located at the intersection of State Route 260 and Interstate 17. Further northwest is the Yavapai County Complex, which includes the County's Road Department and Justice Facility. The Justice Facility is comprised of a sheriff's office substation, county courts, and a jail complex. In addition to the Yavapai County Complex, a business park is located adjacent to the Justice Facility. Additionally, south of these facilities, a popular wildlife park draws visitors into Camp Verde from throughout the entire country.

On the east side of State Route 260, the Yavapai-Apache Nation maintains diverse commercial and industrial enterprises as well as a residential community. The Yavapai-Apache Nation, which is the single largest employer within the Town of Camp Verde, continues to seek economic opportunities for their tribal members and the greater community as a whole in this area.

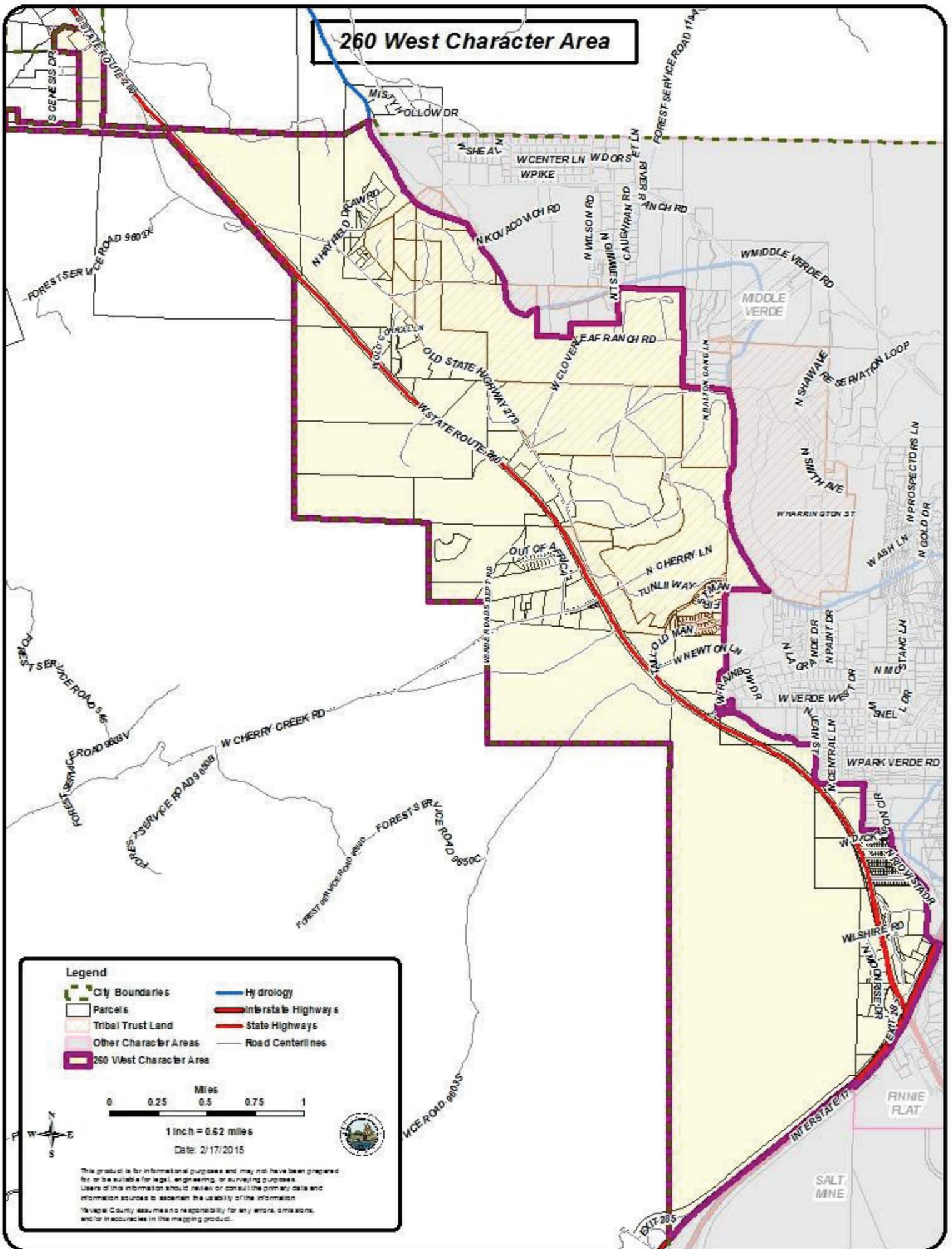
North of the Yavapai-Apache Nation, Old Highway 279 parallels State Route 260. Here one can find a myriad of heavy commercial and industrial businesses including those that sell concrete products, sand and gravel, fencing, landscaping materials, wineries, recycle locations, trucking, and other products and services. Easy access to major transportation corridors including State Route 260, Interstate 17, and State Route 89A supports these industrial business locations that supply materials and services throughout the entire Verde Valley and beyond.

The 260 West character area also provides recreational access to U.S. Forest Service/National Forest lands, with many scenic trails and roads leading to and crossing the Black Hills to the west. This includes Cherry Creek Road, which passes through the historic community of Cherry and connects to State Route 169 headed towards the communities of Dewey-Humboldt, Prescott Valley, and Prescott. Additional recreational opportunities also exist further west on State Route 260 at the Hayfield Draw OHV Area, which is administered by the U.S. Forest Service.



*260 Corridor Near The Intersection Of State Route 260 & Cherry Creek Road  
Photo Courtesy Of The Town Of Camp Verde Community Development Department*

# 260 West Character Area



### Legend

- City Boundaries
- Parcels
- Tribal Trust Land
- Other Character Areas
- 260 West Character Area
- Hydrology
- Interstate Highways
- State Highways
- Road Centerlines



1 inch = 0.62 miles

Date: 2/17/2015



This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. Users of the information should review or consult the primary data and information sources to ascertain the usability of the information. Nevada County assumes no responsibility for any errors, omissions, and/or inaccuracies in the mapping product.

TABLE 3.5 – Land Use; 260 West Character Area Reference Chart

| PHYSICAL DESCRIPTION   | BUILT ENVIRONMENT   | CIRCULATION   | POINTS OF INTEREST   | DENSITY AND NON-RESIDENTIAL DISTRICTS   |
|--|---|---|--|---|
| <p>The 260 West character area is approximately 7.47 square miles in size, and primarily consists of rolling hills with natural drainage Southwest of the Verde River.</p> <p>The North and West boundary lines of the 260 West character area consist of the Town of Camp Verde's boundary lines. The Eastern boundary line is defined primarily by the Verde River, Yavapai Apache-Nation Trust Lands, U.S. Forest Service Lands, and a small portion of Horseshoe Bend Drive. While the Southern boundary line of the 260 West character area is defined by Interstate 17, where it meets the Verde River and travels Southwest to Town boundaries for approximately 2.57 miles.</p> <p>A significant portion 41.23 % of this character area is comprised of U.S Forest Service Land. The Yavapai-Apache Nation Trust Land also accounts for 22.49 % of the land in the 260 Corridor Character Area.</p> <p>The 260 West Character Area is primarily undeveloped land that is suitable for future residential services, commercial, and industrial uses. In addition the 260 Corridor character area also contains areas of active aggregate mining off of Old State Highway 279.</p> | <p><b>Neighborhoods:</b></p> <ul style="list-style-type: none"> <li>• Rio Verde Vista</li> <li>• Verde Valley Business Park</li> <li>• Yavapai-Apache Nation Middle Verde Tribal Community</li> </ul> <p><i>* Metes and Bounds Property not located in platted subdivisions.</i></p> <p><b>Businesses:</b></p> <ul style="list-style-type: none"> <li>• Agricultural</li> <li>• General Industrial</li> <li>• Home Occupations</li> <li>• Mining</li> <li>• Processing Plants</li> <li>• Public Facilities</li> <li>• Retail Sales</li> <li>• Restaurants</li> <li>• Service Stations</li> <li>• Shooting Range</li> <li>• Storage Facilities</li> <li>• Wildlife Park</li> </ul> | <p><b>Major Roads:</b></p> <ul style="list-style-type: none"> <li>• State Route 260 <ul style="list-style-type: none"> <li>- Cherry Lane/Cherry Creek Road</li> <li>- Coury Drive</li> <li>- Horseshoe Bend Drive</li> <li>- Old State Highway 279</li> <li>- Park Verde Road</li> </ul> </li> </ul> <p><b>Major Interchanges:</b></p> <ul style="list-style-type: none"> <li>• Interstate 17 and State Route 260</li> </ul> <p><b>Major Intersections:</b></p> <ul style="list-style-type: none"> <li>• Proposed Roundabout on State Route 260 between Pueblo Ridge and Wilshire Road</li> <li>• Proposed Roundabout on State Route 260 and Park Verde Road</li> <li>• State Route 260 and Horseshoe Bend Road</li> <li>• State Route 260 and Cherry Lane/Cherry Creek Road</li> <li>• Proposed Roundabout on State Route 260 near Mile Post 215</li> <li>• Proposed Roundabout on State Route 260 near Mile Post 214</li> <li>• State Route 260 and Old State Highway 279</li> <li>• State Route 260 and Coury Drive</li> </ul> <p><b>Major Trails:</b></p> <ul style="list-style-type: none"> <li>• Camp Tender/Grief Hill Trail Loop</li> <li>• Grief Hill Trailhead</li> <li>• Hayfield Draw Trailhead</li> <li>• Historical Sheep Trail</li> <li>• Proposed Multi-Use Path Along State Route 260</li> </ul> <p><b>Gateway Entrances:</b></p> <ul style="list-style-type: none"> <li>• Town Boundary on State Route 260 coming east from Cottonwood</li> <li>• West side of I-17 at the junction of State Route 260</li> </ul> | <p><b>Community Services:</b></p> <ul style="list-style-type: none"> <li>• Yavapai County Justice Facility</li> <li>• Yavapai County Roads Department</li> </ul> <p><b>General:</b></p> <ul style="list-style-type: none"> <li>• Gaddis Wash</li> <li>• Grief Hill Wash</li> <li>• Peach Tree Wash</li> </ul> <p><b>Historic Sites:</b></p> <ul style="list-style-type: none"> <li>• Hayfield Draw OHV Recreation Area</li> </ul> <p><b>Water Resources:</b></p> <ul style="list-style-type: none"> <li>• Cherry Creek</li> <li>• Verde River</li> </ul> <p><b>Irrigation Ditches:</b></p> <ul style="list-style-type: none"> <li>• Verde/Woods Ditch</li> </ul> <p><b>Yavapai-Apache Nation: Middle Verde Tribal Community</b></p> <ul style="list-style-type: none"> <li>• <b>Historic Sites:</b> <ul style="list-style-type: none"> <li>- Cloverleaf Ranch</li> </ul> </li> </ul> | <p><b>Existing Density:</b></p> <ul style="list-style-type: none"> <li>• Consists of varying densities ranging from 0 to 1 dwelling per acre. This area also includes a Planned Area Development (PAD) that consists of 0 to 11 dwelling units per acre.</li> </ul> <p><b>Existing Non-Residential Zoning Districts:</b></p> <ul style="list-style-type: none"> <li>• C1 on the East side of Dreamcatcher Drive.</li> <li>• C1 on the North and South side of Supai Drive abutting State Route 260.</li> <li>• C2 off of Dickison Circle.</li> <li>• C2 on the East side of Dreamcatcher Drive.</li> <li>• C2 on the East, South and West side of Moonrise Drive.</li> <li>• C2 on the East side of Verde Roads Department Road.</li> <li>• C2 on the North end of Commonwealth Drive abutting State Route 260.</li> <li>• C3 on both sides of Cherry Creek Road.</li> <li>• C3 on both sides of State Route 260.</li> <li>• C3 on both sides of Coury Drive abutting State Route 260.</li> <li>• M1 off of Genesis Drive.</li> <li>• M1 off of Hayfield Draw Road.</li> <li>• M1 off of Old State Highway 279.</li> <li>• PAD off of State Route 260.</li> <li>• Natural Resources</li> <li>• Public Facilities</li> </ul> <p><b>Preferred Non-Residential Zoning Districts:</b></p> <ul style="list-style-type: none"> <li>• Agricultural Use &amp; AG</li> <li>• RS/C1/C2/C3/PM/M1/M2, Mixed Use, Mixed Use Commercial/Industrial, and PUD along the southwest side of State Route 260 with commercial uses being preferred adjacent to/abutting State Route 260.</li> <li>• RS/C1/C2 and Mixed Use along the northeast side of State Route 260 from Interstate 17 to Newton Lane with commercial uses being preferred adjacent to/abutting State Route 260.</li> <li>• C1/C2/C3/PM/M1/M2, and Mixed Use Commercial/Industrial along Old State Highway 279.</li> <li>• Natural Resources</li> <li>• Open Space</li> <li>• Planned Unit Development (PUD)</li> <li>• Public Facilities</li> </ul> |

## **Goals & Implementation Strategies:**

In addition to the existing overall land use goals outlined in the land use element of the General Plan, the following goals have also been identified specifically for the 260 West Character Area:

### **A. Goal: Promote regional commercial and employment opportunities.**

#### **Implementation Strategy:**

- A. 1. Encourage regional commercial and employment centers to support the region's needs.
- A. 2. Promote the commerce corridor as a place for new businesses by partnering with other regional economic development agencies.
- A. 3. Facilitate the development of a corridor overlay plan to coordinate access, design, circulation and utilities.
- A. 4. Promote commercial and mixed use development adjacent to State Route 260.

### **B. Goal: Promote tourist related destinations and uses.**

#### **Implementation Strategy:**

- B. 1. Encourage tourism-related uses, amenities and infrastructure that complement and/or expand new or existing tourism uses and destinations.

### **C. Goal: Support improvements in alternate means of transportation and amenities.**

#### **Implementation Strategy:**

- C. 1. Encourage development to provide for enhanced connectivity and mobility including encouraging new and extended bike routes, trails, and pedestrian pathways.
- C. 2. Consider providing future multi-modal transportation improvements, such as bus pads and bus bays in development adjacent to major and minor arterial roadways.
- C. 3. Consider improvements in such aspects as streetscapes, public spaces, safety and overall community appearance.

### **D. Goal: Preserve the valuable natural resources of the hillsides, and protect their aesthetic and habitat amenities to enhance the rural character of the area.**

#### **Implementation Strategy:**

- D. 1. Encourage the preservation of dedicated open space areas in their natural state.
- D. 2. Preserve scenic view sheds.
- D. 3. In the event of the development of new construction, encourage site built housing and maintain setbacks and height guidelines.
- D. 4. Preserve the natural character of the hillsides and minimize the removal of significant vegetation.
- D. 5. Consistently communicate with the U.S. Forest Service and other stakeholders about the communities desire to maintain scenic view sheds and open space.

**E. Goal: Encourage the implementation of a Verde River Recreation Management Plan as defined by the citizens.<sup>1</sup>**

**Implementation Strategy:**

- E. 1. Identify and define access points as major, intermediate and neighborhood access points so they are compatible with the adjacent land use.
- E. 2. Encourage plan features, such as parks and a trail system that allow people to recreate at the river and connect with other points of interest.
- E. 3. Encourage recreation that is compatible with the natural and cultural environment.

**F. Goal: Promote communication with the Yavapai-Apache Nation.**

**Implementation Strategy:**

- F. 1. Consistently communicate with the Yavapai-Apache Nation about areas of common interests and benefits to meet the above goals.
- F. 2. Encourage multi-modal connectivity with the Yavapai-Apache Nation.

**G. Goal: Create inviting gateway entrances.**

**Implementation Strategy:**

- G. 1. Utilize sources and signage to welcome, direct, inform & promote Camp Verde's unique character and its environments.
- G. 2. Promote improvements for safe and efficient traffic flow.
- G. 3. Communicate with landowners, businesses and government entities on developing gateway entrances.

**Gateway Entrance Points:**

- Town Boundary on State Route 260 coming East from Cottonwood.
- West side of Interstate 17 at the junction of State Route 260.

---

<sup>1</sup> The Verde River Recreation Management Plan was adopted by Town Council on February 3<sup>rd</sup>, 2016. For additional information please visit <http://www.cvaz.org>.



**Agenda Item Submission Form – Section I**

**Meeting Date:** Planning and Zoning Commission: Thursday, January 25, 2024

Consent Agenda     **Decision Agenda**     Executive Session Requested

Presentation Only     Action/Presentation     Pre-Session Agenda

**Requesting Department:** Community Development

**Staff Resource/Contact Person:** John Knight, Community Development Director

**Agenda Title:** Discussion and possible direction from the Planning Commission regarding strategic planning goals for FY '25 and beyond.

**List Attached Documents:**

- A. Council Staff Report from Oct. 18, 2023

**Discussion:** The Town Council is having a Strategic Planning Retreat at the end of January. As part of the retreat, staff has been directed to prepare strategic goals for the Community Development Department. In October 18, 2023, staff provided an update on a variety of long-range planning projects to the Council. At the upcoming P&Z meeting, staff will provide an update on the status of the various priorities and will discuss future priorities.



**Agenda Item Submission Form – Section I**

**Meeting Date:** October 18, 2023

Consent Agenda    Decision Agenda    Executive Session Requested

Presentation Only    Action/Presentation    Work Session

**Requesting Department:** Community Development

**Staff Resource/Contact Person:** B.J. Ratlief, Planner

**Agenda Title (be exact):** Long Range Planning Update, Community Development Department

**List Attached Documents:**

- A. Memo: Summary and moving forward following the April 26, 2023, Joint Work Session with Town Council and Planning and Zoning, June 13, 2023 Memorandum to Barbara Goodrich, Interim Town Manager
- B. Workgroup Meeting Notes (*Corrected*) for September 25, 2023 **(NOT INCLUDED)**

**Estimated Presentation Time:** 5 Minutes

**Estimated Discussion Time:** 5 Minutes

**Reviews and comments Completed by:**

Town Manager: Ted Soltis    Department Head: John Knight

Town Attorney Comments: N/A    Risk Management: \_\_\_N/A

Finance Department   N/A

**Background Information:** On Wednesday, April 26, 2023 the Town Council and Planning and Zoning Commission met in a joint session. As part of this session a summary of long-range planning projects was presented. Additionally, an exercise was conducted whereby the members voted on what they believed to be the most important long-range projects. The summary of this joint session is included as Attachment A. In short, the top four (4) priorities, in order of importance, were as follows:

- Comprehensive update of Zoning Ordinance
- PAD Section (Planned Area Development)
- Marijuana Ordinance
- Development Review Standards

However, since the April joint session the Mayor and Council has redirected the prioritization of the Community Development Planning Department. The current, highest priority is the revision of Section 305 of the Planning and Zoning Ordinance. This is the section of the Ordinance which provides regulatory guidance for the Town regarding the keeping of animals, specifically livestock animals. This redirection and prioritization came on June 15 at the conclusion of a Public Hearing related to denial of an Agritourism Use Permit.

Currently, the Planning Department has three (3) major sections of the Planning and Zoning Ordinance in process of revision.

A. Revision of Section 305 – the keeping of animals:

Per Council's direction, a workgroup, chosen and formed by the Town Manager, began meeting on Monday September 25<sup>th</sup>. The workgroup is comprised of:

Linda Buchanan  
Claudia Hauser  
Stephanie Johnson  
Trampus Mansker  
Mary Phelps  
Mark Rudder  
Cheri Wischmeyer

At the writing of this staff report, the group is working on their individual red-lines or recommended updates to the existing ordinance. A compilation of these comments will then be prepared and presented to the group whereby a work plan will be created to work through full revision and update to this section. The notes following the first meeting of this group are included as Attachment B.

The notes from the first meeting, as well as subsequent updates, will be posted to this Town website:

<https://www.campverde.az.gov/departments/community-development/planning-zoning>

In addition to creating a draft ordinance, the workgroup will also assist in a community engagement plan. The community engagement plan is anticipated to include a presentation to the public gather additional community input on the proposed ordinance.

Following the public engagement, a final DRAFT ordinance will be presented to the Planning and Zoning Commission (P&Z) during at least one public hearing. Following this hearing, the final DRAFT document, with any recommendations or modifications made by P&Z, will be presented to the Mayor and Common Council for possible adoption.

**B. Sign Ordinance:**

The community-based work group has completed their work on this ordinance and a rough DRAFT document is being finalized. Upon finalization of the final DRAFT Sign Ordinance, it will be reviewed internally including a review by the Town attorney review. After internal review, there will also be a community engagement process, hearing/s before P&Z and then review by the Town Council.

**C. Full Ordinance Update:**

Staff is currently working on a significant update and honing of the definitions section of the Ordinance. Following the definitions, staff will begin working on Section 200 which contains the Use Districts. Section 200 includes a list of permitted and conditionally permitted uses by Zoning District.

***Recommended Action (Motion):*** None

***Instructions to the Clerk:*** None



[www](http://www)

# Town of Camp Verde

## Community Development Department

◆ 473 S. Main Street, Suite 108 ◆ Camp Verde, Arizona 86322 ◆  
◆ Telephone: 928.554.0050 ◆

June 13, 2023

**To:** Barbara Goodrich, Interim Town Manager  
**From:** John Knight, Director Community Development  
**Re:** Long range planning - Summary and moving forward following the April 26 2023, Joint Work Session with Town Council and Planning and Zoning

On Wednesday, April 26<sup>th</sup>, 2023, a Joint Work Session, focused on issues related to grown and development, was held with the Town Council and the Planning and Zoning Commission. Staff planned to provide a summary to both the Council and P&Z after the meeting. However, due to scheduling issues for both the council and the commission, an in-person summary was postponed. In an effort to move this forward without further delay, staff is providing this memo to be distributed to both boards.

As a part of the work session, Community Development Director John Knight, provided a brief update and summary of the current long-range planning projects. Staff suggested a short list of what they believed to be the most important topics or sections of the Planning and Zoning Ordinance from a staff perspective. Council and P&Z members were then invited to suggest additional topics.

An exercise was conducted whereby Council members and Commissioners voted on the list of proposed topics/ordinances. This voting was done via a “dot-exercise.” Each Council member/Commissioner was provided 3-colored dots. Participants then placed dots on topics they considered most important to be updated. Council members received red dots while P&Z members received blue. The purpose for the two groups receiving different colored dots was to see if the two groups had similar priorities.

Below are the results of the exercise/vote:

|  | <b>Total<br/>Votes</b> | [Council<br>[ <u>Votes</u> | P&Z]<br><u>Votes]</u> |
|--|------------------------|----------------------------|-----------------------|
| Comprehensive Update of Zoning Ordinance:        | <b>10</b>              | [ 5                        | 5]                    |
| PAD (planned area development):                  | <b>8</b>               | [ 4                        | 4]                    |
| Marijuana Ordinance:                             | <b>4</b>               | [ 4                        | 0]                    |
| Development Review Standards:                    | <b>3.5</b>             | [ 1.5                      | 2]                    |
| Landscape Standards:                             | <b>3.5</b>             | [ 2.5                      | 1]                    |
| Main Street Area Plan:                           | <b>2</b>               | [ 1                        | 1]                    |
| Nuisance:  | <b>1</b>               | [ 0                        | 1]                    |
| General Plan:                                    | <b>1</b>               | [ 0                        | 1]                    |
| Use Districts (Zones), with updated definitions: | <b>0</b>               | [ 0                        | 0]                    |

|                                       |   |     |    |
|---------------------------------------|---|-----|----|
| Lighting Ordinance (outdoor lighting) | 0 | [ 0 | 0] |
| Animal Count:                         | 0 | [ 0 | 0] |

As seen above, the highest priority was identified to be a comprehensive update and revision of the current Planning and Zoning Ordinance. Participants expressed interest in a more comprehensive update rather than updating sections individually as time/resources allowed. The last comprehensive update was in 2011, so a new update is timely.

Should the town wish to pursue a comprehensive update, staff recommends contracting with a professional consulting firm to help with this update. Staff requested an initial budget of \$80,000 for the coming fiscal year. There are two primary reasons for this recommendation.

- 1. Staff and current work load:** The work load of the department is such that only one staff member may be dedicated to the task of this comprehensive update. Contracting with a professional consulting firm would expedite the process. Through the RFQ/RFP process, staff hopes to hire a consultant that would work as an extension of town staff. In this way, the updates would be done in a more collaborative process.
- 2. Streamlining and Professionalizing the document:** The current document was completed in-house and is merely a Word document converted to an Adobe PDF. By utilizing a professional consulting firm to help craft a new and updated Ordinance, the new document would be of professional quality, streamlined and ready to publish when completed. Staff believes it is timely with a comprehensive update to bring this document and the Town to a new level of professionalism.

Below is the summary of the current long-range planning projects as they were presented during the Joint Work Session:

Long Range Planning - Currently in progress:

**Sign Ordinance:** An interdisciplinary work group, comprised of staff and citizens, meets every three weeks to work on the revision of this ordinance. It is anticipated a DRAFT document will be completed this July-August. Once the DRAFT is completed it will be available for public comment. Following a period of public comment and public scoping, then the document will be scheduled for public hearing by the Planning and Zoning Commission, then brought to Council for final review and approval. We are hopeful this last step will occur this fall.

**General Plan:** Initial research is in process to develop an effective plan to update this document. Similar to the master plans being developed by public works, it is anticipated the Town will need to contract with a professional consulting firm for support with updating this plan. Specifically, the Town will need support for developing and crafting an effective public outreach program which is anticipated to include a citizen survey as well as extensive public scoping. This firm would perform the analysis of information received from the public, professional and special interest groups as well as public officials. The firm would then provide the appropriate presentation and documentation of that analysis. Additionally, this firm would provide the GIS and graphic support necessary for maps, charts and other graphics. This would include layout, editing and final draft publishing in order to produce a professional, highly readable and usable plan.

Two items of important note for updating this document – Public works is working to develop several master plans for the Town which include a Water Master Plan (in progress), Flood and Area Drainage Master Plan (in progress), updates to the Storm Water Management Plan (in

progress), a Sewer Master Plan (FY2023-24) and a comprehensive Streets Assessment. All of these master plans are foundational and vital to the update of the General plan as they will drive future planning for the Town. It is anticipated it will be 12-24 months before these plans are completed and available for use.

Additionally, staff has had an opportunity to contact other cities that are in the process of updating their General Plans. Initial research into the cost of contracting of a consulting firm to do this work indicates that it may range from \$200,000 to as much as \$300,000.

In light of both of the above, it may be appropriate to prioritize the update of the Zoning Code while the master plans are being finished. These master plan updates are a key piece of foundational information for the update of the General Plan.

Updates/revisions that were discussed at the meeting are noted below.

**Long Range Priorities Recommended by Staff:**

- Sign Ordinance Update – in process
- General Plan Update
- Update Definitions and Conditionally Permitted Uses
- PAD – update the Planned Area Development process and submittal requirements.
- Definitions & Permitted/Conditionally Permitted Use – update the definitions to include all uses identified in the various zoning districts and the list of permitted and conditionally permitted uses within each district

**Future Projects:**

- Main Street Area Plan
- Landscape Standards
- Update Development Review Standards
- Animal Count – various community members have requested an update of the ordinance sections related to animals and animal count. The preliminary research so far is showing the Town to be the least regulatory and the most generous with both the number and types of animals permitted for each residence. The Town and Yavapai County are very similar, yet even the County is slightly more restrictive than the Town. Other municipalities within the Verde valley are significantly more restrictive than the Town. Staff has previously forwarded this to the Council for their review.
- Comprehensive Zoning Code Update
- Marijuana Ordinance Updates

**On Hold:**

- Right to Farm Ordinance – tabled by P&Z

A note about process for long range planning, i.e. updating and/or revising the Planning and Zoning Ordinance:

There are several methods to initiate updates or revisions of the Town Planning and Zoning Ordinance (and/or Town Code) which would affect the prioritization of any amendment to the Ordinance, these are:

- Initiated by staff,
- Initiated by the Planning and Zoning Commission,
- Initiated by Town Council and/or
- Initiated by a citizen.

How an ordinance is initiated will affect and drive the priorities for staff. For instance, if a citizen submits (and pays the fee) to initiate an amendment to the Ordinance, it would then become the highest priority and would thereby delay other projects staff may be working.

Question-Decision: Conducting a Town wide survey was discussed at the August Council Work Session. It was decided to allow the work group to decide to do a survey or not.

Discussion: Lots of discussion of pro's and con's of a survey. Also pro's and cons of hiring a professional organization to conducting a survey, verses doing it in-house through a free program such as SurveyMonkey.

After much discussion the work group decided a survey may be a good tool. However, more information was needed. Also, most favored utilizing a professional organization to do the survey in order to ensure the questions are not 'leading.'

Decision: Maybe conduct a survey, but more information is needed.

1<sup>st</sup> Assignment: An assignment was given to the workgroup. This assignment was to redline the current section 305. Once this is done, they will do a group analysis of it to see where there is agreement or differences amongst the group regarding the current ordinance. This assignment is to be returned to Ms. Ratlief on October 4<sup>th</sup> by 5:00PM.

Following this assignment, group members Claudia Hauser and Mary Phelps will get together with Ms. Ratlief to further compile the what each group member redlined.

From this initial analysis a work plan will be formulated to address the full update-revision.

Meeting notes were taken and will be uploaded-published to this site:

<https://www.campverde.az.gov/departments/community-development/planning-zoning>

***Closing:***

The meeting closed at 7:11 PM.