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AGENDA
TOWN OF CAMP VERDE – PLANNING & ZONING COMMISSION
REGULAR SESSION – WORK SESSION
473 S. MAIN STREET, SUITE 106
THURSDAY, MARCH 14, 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, Mark Lomeland, William Tippet, Chairman Andrew Faiella, Vice Chairman Todd Scantlebury.
3. **Pledge of Allegiance**
4. **Discussion –** Discussion and review of “Residential Use Standards”
5. **Discussion –** Discussion of upcoming Work Session items.
 - Use Table
 - Standards for Specific Uses
 - Definitions
 - Procedures
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.
7. **Staff Comments**
8. **Adjournment**

The Planning and Zoning Staff makes every attempt to provide a complete agenda packet for public review. However, it is not always possible to include all information in the packet. You are encouraged to check with the Community Development Department prior to a meeting for copies of supporting documentation, if any that were unavailable at the time agenda packets were prepared.

Note: Pursuant to A.R.S. §38-431.03A.2 and A.3, the Planning & Zoning Commission may vote to go into Executive Session for purposes of consultation for legal advice with the Town Attorney on any matter listed on the Agenda, or discussion of records exempt by law from public inspection associated with an agenda item. The Town of Camp Verde Council Chambers is accessible to the handicapped. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk.

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the Town of Camp Verde and Bashas on March 7, 2024 (date) at 3:00 PM (time) in accordance with the statement filed by the Camp Verde Town Council with the Town Clerk
(signed) Cory L Mulcaire Cory Mulcaire, Planner (print name and title)



Agenda Item Submission Form – Section I

Meeting Date:

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

Requesting Department: Community Development

Staff Resource/Contact Person: John Knight, CDD; Cory Mulcaire, Planner; Cliff Bryson, Planner

Agenda Title: Discussion and review of “Residential Use Standards”

List Attached Documents:

- A. Residential Use Standards
- B. Use Table

Estimated Presentation Time: 10 minutes

Estimated Discussion Time: One hour

Background Information: The Town Council and Planning Commission have directed staff to update several portions of the Zoning Ordinance. Amendments in process include the sign ordinance, the animal ordinance, and the “comprehensive update” of the Zoning Ordinance. A copy of the latest version of the full ordinance is available on the Town’s website - <https://www.campverde.az.gov/home/showpublisheddocument/12693/638366981896200000>

This comprehensive update is anticipated to extend six (6) or more months and is being processed concurrently with the updates to the animal and sign sections.

The purpose of this work session is to obtain preliminary feedback from the Commission on updates proposed by staff. The first task, for tonight’s meeting, is to sort through the various standards for Residential Uses. Staff has attached a draft of the proposed standards.

At the next work session, staff anticipates working through the other types of uses (primarily accessory, commercial and industrial uses).

Recommended Action: Discussion and possible direction to staff.

Attachment A

Residential Use Standards

1. Mobile Homes
 - a. Prohibited. Strike 306.B.8.b. et. al.
2. Single-family
 - a. Up to 3 allowed in Ag Zone
 - b. Min. 600 sf
3. Manufactured Home Parks – this will be a separate work session discussion
 - a. Add as an overlay zone – currently 5 (?) would be nonconforming. Either in R1, R1L, or RR.
 - b. Research other jurisdiction's requirements. QC has a separate district.
 - c. Look at our standards and remove RV sections
 - d. Permits required
 - e. Needs a 100 sf shed
 - f. Permanent piers/blocks/foundations required
 - g. Skirting required
 - h. Min. 2 vehicle entrance for park
 - i. Parking – see parking standards
4. Live/Work (see Home Occupation)
 - a. Occupied by same resident
 - b. Parking per parking section
 - c. No more than x% of the overall structure can be commercial or office
5. Mixed Use (see Flag) – Overlay Zone
 - a. Could be vertical or horizontal
 - b. Same building or separate buildings
 - c. Parking standards can be reduced per parking ordinance
6. Tiny Homes
 - a. site built or modular in R1L and MH other zones
 - b. 600 sf min.
 - c. Note - Park Models are treated the same as RVs and only allowed in RV parks.

Accessory Uses

7. Home Occupations (use ex. standards)
 - a. Home Occupation Permit Required
 - b. Business License required
 - c. Shall be conducted by resident or residents of the dwelling
 - d. 1 employee – beyond household occupants
 - e. Not change character of neighborhood

- f. Noise, lighting, traffic, etc.
 - g. Floor area limited 25% of total floor space
 - h. No automotive related
 - i. Parking – see parking standards (1 extra if employee)
 - j. Signage – see signage standards (1 non-illuminated)
 - k. Not used as a construction yard
 - l. Not used as a location for assembly of employees
 - m. Customer hours 6 am to 10 pm
 - n. Storage of equipment and materials in enclosed building
 - o. No toxic/hazardous materials kept on the property
 - p. No on -street parking and no hazards or street congestion
 - q. Outside storage of heavy equipment/materials prohibited
 - r. Signs in conformance with Sign Ordinance (Section XX)
8. Swimming Pools/Ponds -
- a. 5' setback for rear/side
 - b. Not allowed in front yard setback
 - c. Reference Town Code Chapt. 7, Section 7-1 (has the safety standards)
 - d. **New** - Ponds deeper than 18" and/or wider than 8' measured in the long axis shall conform to the location and enclosure requirements of swimming pools. Put in Town Code.
9. Sport Courts -
- a. 10' from side/rear p/l
 - b. Front same as dwelling
 - c. May have a fence up to 12' in height (provided you meet the required setbacks).
 - d. **Hours – 7 am to 10 pm (consistent w/noise ordinance) Note – construction hours are 5am to 8pm.**
 - e. Lights – see lighting ordinance
10. Batting Cages – same standards as above
- a. Fences
 - b. Hours
 - c. Lighting
11. Private Equestrian/Livestock Arenas
- a. Setbacks – 25' rear, 7' sides, 20' front (note – these are the same as for R1/L dwelling units)
 - b. Lights
 - c. Dust
 - d. Noise
 - e. Hours – 7 am to 10 pm

12. Private Stables
 - a. Same setbacks as dwelling unit
 - b. Reference nuisance provisions

13. Driving/**Archery/Axe Throwing**/Baseball/Putting Greens
 - a. Confirm if archery is prohibited by Town Code – CB to check w/Marshall

14. Motorized Vehicles, off-road bicycles, and other motorized tracks
 - a. Distinguish between use for maintenance and a track
 - b. Definition for track needed
 - c. Hours, lights, dust, noise, nuisance references
 - d. Setbacks – same as arena?

15. Camping & RVs (excludes storage of RV)
 - a. 2 RVs max.
 - b. 10 consecutive days
 - c. # of total days per year?
 - d. Setbacks – 7' sides, 7' rear, 20' front

16. Shipping Containers (for storage – not livable space)
 - a. Keep the same as today

17. Accessory Dwelling Units (ADU)
 - a. **Max. 1,500 livable (currently 1,000 livable sf)**
 - b. Setbacks – same as primary dwelling unit
 - c. Restrict to stays over 30 days?

18. Caretaker Dwelling Units (Does not include RVs or Park Models)
 - a. Max 1,000 SF livable
 - b. Setbacks same as a primary structure
 - c. Commercial and Industrial Zoning Districts

19. Other common accessory uses?
 - a. Look at other jurisdictions accessory uses



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Requesting Department: Community Development

Staff Resource/Contact Person: John Knight, CDD; Cory Mulcaire, Planner; Cliff Bryson, Code Officer

Agenda Title: Discussion and review of “Use Table.”

List Attached Documents: Draft of Use Table

Estimated Presentation Time: 10 minutes

Estimated Discussion Time: One hour

Background Information: The Town Council and Planning Commission have directed staff to update several portions of the Zoning Ordinance. Amendments in process include the sign ordinance, the animal ordinance, and the “comprehensive update” of the Zoning Ordinance. A copy of the latest version of the full ordinance is available on the Town’s website - <https://www.campverde.az.gov/home/showpublisheddocument/12693/638366981896200000>

This comprehensive update is anticipated to extend six (6) or more months and is being processed concurrently with the updates to the animal and sign sections.

The purpose of this work session is to obtain preliminary feedback from the Commission on updates proposed by staff. The first task, for tonight’s meeting, is to sort through the various Permitted, Conditionally Permitted, and Accessory Uses. Staff has attached a draft of the proposed table and anticipates working through the residential uses at this first meeting. At the next work session, staff anticipates working through the other types of uses (primarily accessory, commercial and industrial uses).

Future sessions will include discussions of standards and requirements for certain uses. Uses that need additional standards are noted in the table with an asterisk. Standards can be added to address potential impacts related to things like safety (pools and ponds for example), hours of operation, lighting, dust, and noise.

When reviewing the table, you’ll note that the uses have been identified with a P, C, A, or T. P is for a Permitted Use, C is a Conditionally Permitted Use, A is an Accessory Use, and T is a Temporary Use. These are defined briefly below:

P - Permitted Uses: A use allowed in a Zoning District as a primary use. Permitted Uses may include additional standards but are allowed “by right”.

C - Conditionally Permitted Uses: Conditional Uses are uses that are allowed in a zoning district that are determined to be appropriate provided specific limitations (conditions) are included to ensure compatibility

with the surrounding neighborhood. Limits may include the scope, nature, and duration of use. Use Permits are recommended for approval by the Planning & Zoning Commission and are approved by Town Council.

A – Accessory Use: An Accessory Use is a use that is incidental to a Permitted or Conditionally Permitted Use on the same lot. Accessory Uses are only allowed to be established after a Permitted or Conditionally Permitted Use is approved. For example, a swimming pool (which is designated as an Accessory Use) is only allowed once the house (the Permitted Use) is constructed on the property.

T – Temporary Use: A Temporary Use is a use established for a fixed period of time with the intent to discontinue the use upon expiration of the time period. Temporary Uses require a Temporary Use Permit and are typically for a period of six (6) months to twelve (12) months.

Recommended Action: Discussion and possible direction to staff.