

Tuesday, April 9, 2024

Section 305 Workgroup Meeting

In Attendance: Cheri Wischmeyer, Stephanie Johnson, Claudia Hauser, Mary Phelps (Zoom) Community Development Director John Knight, Acting Town Manager Gayle Mabery, Code Enforcement Officer Jessica Bolton, Marvin Andrews Fellow Sam Badger

Group Members Linda Buchanan and Trampus Mansker were absent.

Group Member Mark Rudder joined the meeting at 7:03. PM

Introduction:

Director John Knight opened the meeting at 5:30 P.M.

To begin the meeting, Mr. Knight shared with the group a paper “Article XX-Supplemental Use Regulations”, which he stated was for the purpose of fine tuning the previous updates to the Draft Ordinance.

Meeting Agenda:

1. Review DRAFT Ordinance
2. Review DRAFT survey prepared by Sam Badger
3. Review public outreach and next steps:
 - a. Draft sent to attorney for review
 - b. Review edits from attorney
 - c. Send out survey
 - d. Post “public draft” on website and distribute via FB, Hard copy, e-mail, etc.
 - e. Hold Public Workshop
 - f. Create “white paper” with FAQs
4. Workshop Format
 - a. Hold in town gym or MUC
 - b. Provide sign-in at entry w/ draft and comment card (and QR code to survey)
 - c. Provide various stations focused on each area-Point Count, Youth Permits, Admin Variances, etc.
5. Return back to Workgroup with results of public outreach and possibly an updated draft

The Ordinance Discussion centered around:

- Defining what a “pen is” in regard to “animal pens”
- Legal non-conforming structures and their appropriate setbacks

- The continued discussion on the proper allowance for guest animals and the time allowed on the property
- Youth Live-Stock Permits and signs to identify that you have a Youth Live-stock Permit
- The proper and fair acreage minimum to qualify for an administrative variance
- Providing the proper caveats for an administrative variance
- Fees for administrative variance
- Review of draft survey, constructed by Marvin Andrews Fellow Sam Badger, done so with a PowerPoint presentation, with input from the Work Group

Work Group Decisions:

- Setbacks for stalls, shelters, cages, areas, composting, bins/piles, places, and premises where animals are kept or held shall have the same setbacks as “pens”
- You can disc animal manure into pasture lands on any acreage
- At no time shall the combination of the non-resident and guest animals exceed 200%.
- A sign must be posted on the property where the Youth Equestrian permit is being conducted, indicating membership in a specific Youth Livestock Organization
- With an administrative variance, any parcel where livestock is allowed may apply to increase the animal counts by forty (40) percent of the number of animals allowed according to Table X.X.
- Set back of 30’ for animal pens
- 1.4 acres for 40% increase for an administrative variance
- In order to receive an administrative variance, the property must be subject to an administrative review.
- Administrative variances can be revoked
- Workgroup can recommend a fee for council to consider for administrative variance.
- Should formal written objections be submitted by more than 20% of the neighbors within 300’ of the property applying for an administrative variance, then a Use Permit is required to be processed under section X.X
- Need to clarify that the feedback needs to be provided by a certain date and before permit is issued
- Animal pens, stalls, shelters, cages, or other similar enclosures used for confining animals on a temporary or permanent basis shall meet the same setbacks as the dwelling units. Yard or pastures areas that allow animals to roam outside defined enclosure are excluded from the setback requirements.

Meeting Schedule:

The next meeting is scheduled for Tuesday, April 23rd at 5:30 P.M.

Future Meetings are scheduled for:

- Tuesday, May 7th, 2024

-Tuesday, May 21st, 2024

Additionally, Director Knight asked the Workgroup to continue looking into and adding on to these topics before the next meeting to assist in future discussion and decisions.

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

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

Closing:

The meeting was closed at 7:30 P.M.