

**SPECIAL SESSION
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE 473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS STE. 106
THURSDAY, FEBRUARY 6, 2020 6:30 PM**

All Commission meetings will end at 9 PM, any remaining agenda items will be heard at the next Commission meeting.

1. Call to Order

Chairman Norton called the meeting to order at 6:30 p.m.

2. Roll Call

Chairman Chip Norton, Commissioners: Mike Hough, Greg Blue, Jackie Baker, Cris McPhail and Steve Vanlandingham are present. One vacancy currently exists.

Also Present

Town Planner Melinda Lee, Interim Community Development Director Robert Foreman, Administrative Assistant/Assistant Planner in training Roxanne Jasman and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Commissioner Jackie Baker led the Pledge.

4. Consent Agenda

All those 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 Commission so requests.

A. Approval of Minutes:

November 14, 2019 – Special Session

B. Set Next Meeting, Date and Time:

TBD

Motion was made by Commissioner Blue to accept the consent agenda as presented. Second was made by Commissioner Baker. **Motion** carried unanimously with Chairman Norton, Commissioners Blue, Baker, McPhail, Vanlandingham and Hough approving.

5. 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 public comments.

6. Election of Chairman

Motion was made by Commissioner Blue to elect Cris McPhail as Chairperson. Second was made by Commissioner Hough. **Motion** carried unanimously with Chairman Norton, Commissioners Blue, Baker, McPhail, Vanlandingham and Hough approving.

Chairman McPhail assumed presiding over the remainder of the meeting.

7. Election of Vice Chairman

Motion was made by Commissioner Blue to elect Steve Vanlandingham as Vice Chairman. Second was made by Commissioner Baker. **Motion** carried unanimously with Chairperson McPhail, Commissioners Norton, Blue, Baker, and Hough approving; Commissioner Vanlandingham abstained.

8. Action Items

A. Discussion and Possible Recommendation of a Final Site Plan submitted by Brad Woodruff, Verde Ranch MH, LLC, for Verde Ranch Estates Phase 1B, zoned R1-PAD. The proposed project is generally located north of Finnie Flat Road, east of State Route 260, off Monarch Lane. It consists of approximately 36 acres, on APN 403-23-432J, in Camp Verde, Yavapai County, Arizona.

Town Planner Melinda Lee introduced Interim Community Development Director Robert Foreman and Administrative Assistant/Assistant Planner in training Roxanne Jasman to the Commission.

Town Planner Melinda Lee reviewed the staff report and showed maps of the project on the screen. Ms. Lee explained the current zoning of R1-PAD requires each phase of the development receive an approved Final Site Plan. This project is a manufactured home community with amenities. The development of Phase 1A has already started, with 89 Lots proposed. Infrastructure includes utility extensions, street construction, and the first clubhouse and amenities. They are in the process of establishing residential sites within the project in preparation of the installation of new homes. The second phase of the project, proposes to have 164 Lots. The street design will reflect the same as the first phase, with no on-street parking and multi-use paths for pedestrian access.

Ms. Lee stated there have been no public comments and have only received the standard comments from Copper Canyon Fire and Medical. The Public Works Department commented on traffic, traffic lights and connectivity. There will be a need for traffic control. Staff recommends the application for approval, and it meets the intent of the original project.

Applicant Krishan Ginige stated he is available for questions. Mr. Ginige stated he recalculated open spaces and it is now 28% so there will be more landscaping than originally stated.

Chairperson McPhail asked when can someone buy a house out there? Mr. Ginige stated there is a sales office behind Burger King and they are happy to share information.

Vice Chair Vanlandingham asked what the minimum average lot size would be; Mr. Ginige said they are 50x110.

Motion was made by Commissioner Baker to recommend approval of an application for a final site plan for Verde Ranch Estates, Phase 1B, zoned R1-PAD, as requested by SEC, Inc., agent the property owner, Verde Ranch MH, LLC. The property is located north of Finnie Flat Road, east of State Route 260, off Monarch Lane. It consists of approximately 36 acres, on parcel 403-23-432J, in Camp Verde, Yavapai County, Arizona. Second was made by Commissioner Blue. **Motion** carried unanimously with Chairperson Cris McPhail, Vice Chairman Vanlandingham and Commissioners Norton, Blue, Baker, and Hough approving

B. Discussion and Possible Recommendation of a Final Site Plan submitted by Jesse Macias, M3 Design, agent for AutoZone Corporation, for a commercial parcel zoned C2-PAD. The proposed project is located on the northwest corner of Finnie Flat Road and Monarch Lane, on approximately .96 acres, APN 403-23-103X, in Camp Verde, Yavapai County, Arizona.

Town Planner Melinda Lee reviewed the staff report and showed maps of the project on the screen. Ms. Lee explained this is a little unusual because this parcel was originally part of the planned project known as Verde Ranch Estates, but this commercial parcel was not purchased by Verde Ranch MH, LLC. Through new ownership, its status as a C2-PAD still needs to be satisfied. AutoZone has chosen to potentially purchase this property, contingent upon receiving the proper entitlements. As part of this application, the Development Standards Review process was completed, which is required for new commercial projects. The applicant is now pursuing the approval of their Final Site Plan. This project site plan meets all zoning, parking and landscaping requirements. There were no comments that stood out to be of concern. All of the requirements have been met. This parcel is good for residential and retail use. Staff supports the proposal and the site plan.

Commissioner Norton referred to the letter from AutoZone, asked if the purchase of the property was contingent on the approval of this site plan. Ms. Lee stated this is more of a study to see whether or not it is feasible. Commissioner Baker does not want another empty business on our main street.

Jesse Macias, M3Design, agent for AutoZone Corporation, stated that is a standard letter. He said that 1% never move forward, and that he does not foresee anything that would make them not to move forward with the purchase of the parcel. They are already working on the Civil Engineering Drawings. Building drawings will come after Council approval.

Chairperson McPhail stated the landscape plan is very nice.

Motion was made by Vice Chairman Vanlandingham to recommend approval of an application for a Final Site Plan Submitted by M3 Design, agent for AutoZone Corporation, for a Commercial parcel zoned C2-PAD. The proposed project is located on the Northwest corner of Finnie Flat Road and Monarch Lane on approximately .96 acres, APN

403-23-103X, in Camp Verde, Yavapai County, Arizona. Second by Commissioner Blue. **Motion** carried unanimously with Chairperson Cris McPhail, Vice Chairman Vanlandingham and Commissioners Norton, Blue, Baker, and Hough approving

C. Discussion and Possible Recommendation of a Final Site Plan submitted by Larson Associates Architects, Inc., agent for Red Moon Development, for a 16-acre portion of the Verde Commercial project, zoned C2-PAD, to develop an RV storage facility. The proposed project is generally located west of State Route 260, at the end of Goswick Way extension, APN 403-22-035H, in Camp Verde, Yavapai County, Arizona.

Town Planner Melinda Lee reviewed the staff report and showed maps of the project on the screen. Ms. Lee explained this is the first project in Verde Commercial, at the far end. This project is proposed to be an RV Storage facility. The majority of the spaces are covered and they proposing 525 spaces total for the project. Staff researched the need for RV storage in the area. Ms. Lee stated that Camp Verde already has a number of RV Parks and it did appear to be needed.

Ms. Lee stated the C2-PAD zoning requires the approval of a final site plan for each phase of development. As part of this application, the Development Standards Review process was completed, which is required for all new commercial projects, and the applicant is now pursuing approval of their Final Site Plan. There were no major comments but will need to work with infrastructure. There is the intent to build out to provide infrastructure for other clients that will come in. Staff supports the project, and recommends approval.

Commissioner Baker stated this is an attractive design being proposed.

Commissioner Hough has noticed several RV storage areas between Payson and Phoenix. It appears to be cheaper to store the RV there instead of in the Valley. He believes this will be a viable business.

Blake Carroll, Red Moon Development and Vanessa Sakai, Larson Architecture, were available for questions. Mr. Carroll stated this will be a nicer facility than most and will be fully paved with covered spaces. They anticipate submitting for building permits after the City Council Meeting on the 19th.

Commissioner Baker stated she is impressed with how they have been doing business with other projects in Camp Verde.

Krishan Ginige stated he recalculated the open spaces and it is now 21.3%.

Chairperson McPhail appreciates the landscape that is planned for the entrance.

Motion made by Commissioner Baker to recommend approval of an application for a final site plan submitted by Larson Associates Architects, agent for Red Moon Development, for a 16-acre portion of the Verde Commercial Development, zoned C2-PAD, to develop an RV Storage Facility. The property is west of State Route 260, at the end of Goswick Way Extension, APN 403-22-035H, in Camp Verde, Yavapai County, Arizona. Second was made by Commissioner Norton. **Motion** carried unanimously with Chairperson Cris McPhail, Vice Chairman Vanlandingham and Commissioners Norton, Blue, Baker, and Hough approving

9. 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 Norton- Next Monday the Commission can meet the two finalists for the Community Development Director position from 12pm-1pm in conference room in Parks and Rec.

10. Staff Comments

None.

11. **Adjournment**

Motion was made by Commissioner Baker to adjourn the meeting. Second was made by Vice Chairman Vanlandingham. **Motion** carried unanimously with Chairperson Cris McPhail, Vice Chairman Vanlandingham and Commissioners Norton, Blue, Baker, and Hough approving. Meeting was adjourned at 7:14 PM



Cris McPhail
Chairperson



Melinda Lee
Community Development Director

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 during the Special Session of the Planning & Zoning Commission of the Town of Camp Verde, Arizona, held on the 6th day of February 2020. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 6th day of February 2020.

Jennifer Reed

Jennifer Reed, Recording Secretary