



**SPECIAL SESSION  
TOWN OF CAMP VERDE – PLANNING & ZONING COMMISSION  
473 S. MAIN STREET, ROOM 106  
CAMP VERDE, AZ 86322  
THURSDAY, FEBRUARY 6, 2020 6:30 PM**

*Commission members may attend Planning & Zoning Commission meetings either in person, or by telephone, video or internet conferencing.*

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

**1. Call to Order**

**2. Roll Call**

**3. Pledge of Allegiance**

**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

**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.)*

**6. Election of Chairman**

**7. Election of Vice Chairman**

**8. Action Items:**

Pg. 7 **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.

Pg. 23 **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.

Pg. 47 **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.

**There Will Be No Public Input on the Following Items:**

**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.)*

**10. Staff Comments**

**11. Adjournment**

**Please note:** 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.*

Posted:

ml Town Hall    ml Website

Date: 1/30/2020

**DRAFT MINUTES**  
**SPECIAL SESSION & PUBLIC HEARING**  
**THE PLANNING AND ZONING COMMISSION**  
**TOWN OF CAMP VERDE 473 S. MAIN STREET**  
**CAMP VERDE, AZ. 86322**  
**COUNCIL CHAMBERS STE. 106**  
**THURSDAY, NOVEMBER 14, 2019**  
**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**

Community Development Director Carmen Howard called the meeting to order at 6:30 p.m. Ms. Howard explained that the Chairman Norton and Vice Chairman George are absent and she asked Recording Secretary Jennifer Reed to call roll.

**2. Roll Call**

Commissioners: Mike Hough, Greg Blue, Jackie Baker, Cris McPhail and Steve Vanlandingham are present. Chairman Chip Norton and Vice Chairman Bruce George are absent.

Ms. Howard explained that since the Chairman and Vice Chairman are absent the Commission should take a vote and designate someone to Chair the meeting. **Motion** was made by Commissioner Blue to have Commissioner McPhail Chair the meeting. Second was made by Commissioner Baker. **Motion** carried unanimously with Commissioners Blue, Baker, McPhail, Vanlandingham, and Hough approving.

**Also Present**

Community Development Director Carmen Howard, Town Planner Melinda Lee, and Recording Secretary Jennifer Reed.

**3. Pledge of Allegiance**

Acting Chair McPhail 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:**

October 3, 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 Vanlandingham. **Motion** carried unanimously with 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. **Public Hearing Items: a. Public Hearing, Discussion, and Possible Recommendation to the Town Council regarding an application submitted by Robert Witt, representative for multiple property owners of the Preserve at Clear Creek Subdivision, for a Zoning Map Change from R1L-18 (Residential: Single Family Limited, 18,000-Square-Foot Minimum Lot Size) to R1-18 (Residential: Single Family, 18,000-Square-Foot Minimum Lot Size) to allow MH Advantage housing types. The proposal involves 27 of 33 platted lots and is located east of Verde Lakes Drive, along Preserve Drive, Twin Leaf Circle, and Larson Lane; Parcel Nos. 404-13-470 through 404-13-483; 404-13-486 through 404-13-492; 404-13-495 through 404-13-499; and 404-13-502, in Camp Verde, Yavapai County, Arizona.**

### **Declare Actions**

**Public Hearing Open: 6:31 pm**

### **Call for Staff Presentation:**

Town Planner Melinda Lee stated the application before the commission tonight is a rezone for the Preserve at Clear Creek, in the Verde Lakes area on Highway 260 east of town. The current zoning is R1L-18 which is a limited residential development type that only allows site-built or modular housing. The request is to change it to R1 without the "limited" restriction. Although the infrastructure has been established, only two homes have been constructed, both in 2007. The request to change the zoning to an R1-18 District will allow the development of the subject parcels using manufactured housing. Their proposal includes using "MH Advantage", which requires the installation of a new design of manufactured housing that is similar to site-built homes. Ms. Lee showed a slide show of the property showing the different zonings that are currently in place.

Ms. Lee explained that the procedures have been followed by the applicant and staff. Notices have been posted and a neighborhood meeting was held. Two comments from the public regarding this request: 1) Supports this request to incorporate "modular homes" into the subdivision. It appeared there was a misconception about the differences in housing types because the current zoning already allowed modular homes. It appears he would support the manufactured homes, as proposed; 2) Inquired about including his two parcels in the rezoning action; but by the time Staff received his request, the public notification process was already underway. It was not possible to include additional properties; he was contacted and advised that he could pursue a separate zoning action, if desired.

This project complies with the General Plan. The Preserves subdivision is located within the Clear Creek Character Area, which the vast majority of this Area is residential. The General Plan specifically talks about keeping the lots at medium density which is one-quarter acre or greater. This equates to approximately 10,000-square-foot lot sizes. By retaining the 18,000-square-foot minimum for this subdivision, the lot sizes will remain in keeping with the existing uses of 10,000 square feet or greater. The General Plan also states that we need to "preserve the valuable natural resources of the hillsides, and protect their aesthetic and habitat amenities to enhance the rural character of the area"; by allowing the inclusion of the MH Advantage program, single-story development would occur, thus preserving the view sheds. Retaining the R1 aspect of the zoning standards will maintain existing setbacks and building height guidelines. Another part of the General Plan states they must "maintain the rural, residential and agricultural character of the area", by "maintaining low density rural development where it exists". The platted subdivision already exists, so it will retain the medium density lot sizes and not encroach further into the existing rural densities that exist in this Area.

Ms. Lee showed aerial drone footage, to show the full extent of the project; reviewed the design and amenities of the project; and showed comparisons of a typical manufactured home versus the MH Advantage style of home.

Staff recommended approval of the request for a zoning map change, for the development of the Preserve at Clear Creek using MH Advantage manufactured housing products. Staff included a condition to be added to Town ordinance when it goes to Council, that *“sites are developed using, at a minimum, a housing product as described in the MH Advantage program”*. This wording would include other programs that may come out that are similar but offer the same type of housing product. She pointed out that with the R1 Zoning, a site-built home would still be an option.

Commissioner Vanlandingham asked about the four lots that were not included in change. Ms. Lee stated two already have houses on them and the owner of two others opted out at first, but then decided to be included, but it was too late. *(Note: There are actually six lots not included with the rezone application).*

**Call for Applicant Presentation:**

Rob Witt, Applicant, has submitted a request to change the zoning for the majority of properties within this subdivision, on behalf of the consenting property owners. Mr. Witt stated he represents owners of 27 of 33 lots. Mr. Witt stated the factory rep from Champion is also available for questions. Mr. Witt gave a PowerPoint Presentation showing the current state of the subdivision and the project that is being proposed. This project will be a positive situation for the community. He reviewed the demographic and economic status of the community and how this project will impact it.

Greg McClanahan from Champion Homes gave an overview of the changes made in manufactured housing products and the current product being proposed.

Commissioner Vanlandingham asked how they prepare to bring in the homes to Camp Verde. Mr. McClanahan said it would travel in 2-3 pieces.

Commissioner Baker asked if flooding would be an issue. Mr. McClanahan stated that a Grading and Drainage Plan had been done in the past, but was not aware of any problems with these properties. Ms. Howard stated they could look at the plat to see if there are any issues, but the property is not in a flood plain area.

Commissioner Vanlandingham asked what would be the average size of the home and the price? Mr. Witt stated they will range around \$225,000 and Mr. McClanahan stated the homes will be approximate 1600-1800 sq. ft. in size.

**Call for Comments from the Public:**

Lawrence Maiden, neighboring property owner, asked if the zoning change is approved, what is to stop someone from putting a regular mobile home on the property? Ms. Howard stated there will be a condition added to the Ordinance adopted by Council that states what type of house will be required.

**Call for Staff and/or Applicant Rebuttal/Clarification, if appropriate:** None.

**Declare Public Hearing Closed:** 7:28 pm

**Call for Commission Discussion:** None.

**Call for Staff Comments:** None.

**Call for Motion:**

**Motion** was made by Commissioner Baker to recommend approval of an application for a zoning map change, as requested by Rob Witt, agent for multiple property owners within the Preserve at Clear Creek Subdivision, to change from R1L-18 (Residential, Single Family Limited, 18,000 Square-Foot-

Minimum Lot Size) District, to R1-18 (Residential, Single Family, 18,000 Square-Foot-Minimum Lot Size) District. The properties include 27 of 33 platted lots and are located East of Verde Lakes Drive, along Preserve Drive, Twin Leaf Circle, and Larson Lane, on parcel nos. 404-13-470 through 404-13-483; 404-13-486 through 404-13-492; 404-13-495 through 404-13-499; and 404-13-502, in Camp Verde, Yavapai County, Arizona. This motion included using at a minimum the same type of MH Advantage housing product for all structures within this subdivision. Second was made by Commissioner Hough. **Motion** carried unanimously with Commissioners Blue, Baker, McPhail, Vanlandingham, and Hough approving.

**7. 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 McPhail attended a Town Hall meeting on Land Use. The positive take away was that Camp Verde was well represented and discussed collaborative ways to go through the development process.

**8. Staff Comments**

Ms. Howard agreed with Ms. McPhail that Camp Verde was well represented at the Town Hall meeting on Land Use. There were good discussions. The take away is that Yavapai County is going to update the Regional Plan and continue with regional planning efforts.

Ms. Lee stated because of the recent changes to the Zoning Ordinance, she is currently redoing the formatting, as soon as she gets that done she will get each Commissioner a copy. All but Ms. McPhail want a paper copy.

**9. Adjournment**

**Motion** was made by Commissioner Baker to adjourn the meeting. Second was made by Commissioner Blue. **Motion** carried unanimously with Commissioners Blue, Baker, McPhail, Hough and Vanlandingham approving. Meeting was adjourned at 7:37 PM

\_\_\_\_\_  
Chip Norton, Chairman

\_\_\_\_\_  
Carmen Howard, 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 & Public Hearing of the Planning & Zoning Commission of the Town of Camp Verde, Arizona, held on the 14<sup>th</sup> day of November 2019. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 14<sup>th</sup> day of November 2019.

Jennifer Reed  
Jennifer Reed, Recording Secretary



## Town of Camp Verde

### Agenda Item Submission Form

**Meeting Date: February 6, 2020 Planning & Zoning Commission**

**Applicant: SEC, Inc., Agent for Verde Ranch MH, LLC**

**Application: Final Site Plan Review for PAD**

**Application No.: 20190432**

**Presentation/Action: Recommendation to Town Council.**

**Requesting Department: Community Development**

**Staff Resource/Contact Person: Melinda Lee, Planner**

**Agenda Title (be exact):**

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.

**List Attached Documents:**

Exhibit A: Staff Report

Exhibit B: Final Site Plan Application; Letter of Intent

Exhibit C: Agency Comments

Exhibit D: Final Site Plan (Large Maps) and Exhibits

**Estimated Presentation Time: 5 minutes.**

**Estimated Discussion Time: 10 minutes**

**Reviews Completed by:**

Interim Community Development Department Head, Robert Foreman

**Town of Camp Verde: February 6, 2020 Planning & Zoning Commission**

**BACKGROUND:**

The current zoning of R1-PAD, completed in January 2018, requires each phase of the development receive an approved Final Site Plan. The planned project known as Verde Ranch Estates, is a manufactured home community with amenities.

The development of Phase 1A has already commenced, with 89 Lots proposed. Infrastructure includes utility extensions, street construction, and the first clubhouse and amenities. The developer has established a model home sales site in Verde Commercial, at 300 N. Goswick Way. They are in the process of establishing residential sites within the project in preparation of the installation of new homes.

This application reflects the second phase of the project, referred to as “Phase 1B”. It will continue the project to the east of the first phase and 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.

**THE FOLLOWING HAS BEEN COMPLETED BY THE APPLICANT AND/OR STAFF:**

- ❖ The subject property received approval of a Zoning Map Change to R1-PAD on January 3, 2018, which took effect February 3, 2018, per Ordinance 2018-A429.
- ❖ A Development Agreement for the entire Verde Ranch Estates project was adopted June 26, 2019, per Resolution 2019-1025, and amended December 4, 2019, per Resolution 2019-1029.
- ❖ The overall Development Plan for Verde Ranch Estates meets the criteria for a minimum open space of 25%, which will be disbursed throughout each phase and available for use by its residents.

**COMMUNICATIONS FROM AGENCIES/PUBLIC:**

Staff has received no comments from the public regarding this request.

Staff has received these comments from reviewing agencies:

**Copper Canyon Fire & Medical Association-**

**Contact: Ken Krebbs    Comments Received: December 19, 2019**

- Please see Exhibit C

**Town of Camp Verde Public Works Department-**

**Contact: Ron Long    Comments Received: January 4, 2020**

- Please see Exhibit C



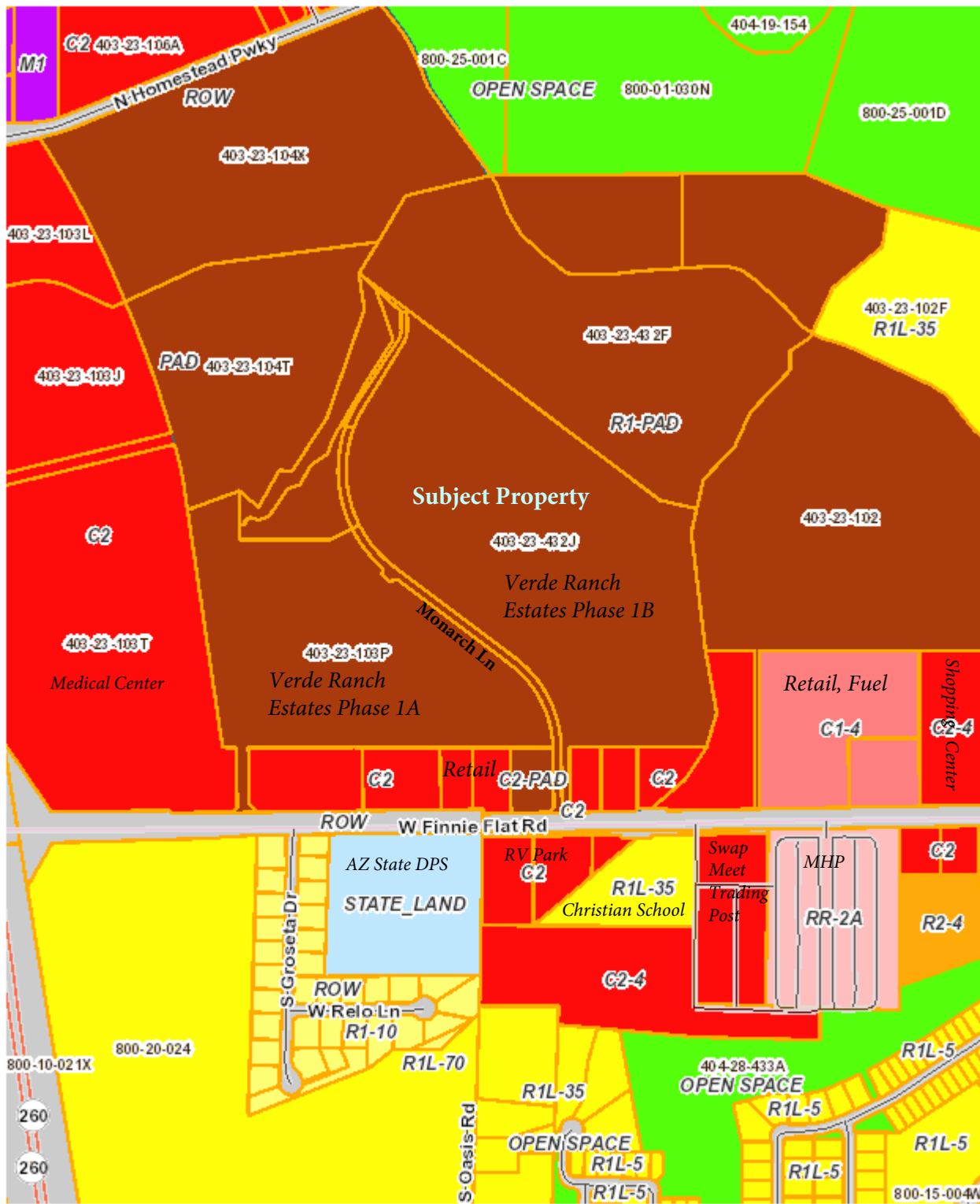
**STAFF RECOMMENDATION:**

Staff recommends approval of the request for a Final Site Plan, for a project in R1-PAD, to develop Phase 1B of Verde Ranch Estates, a planned manufactured home community.

**RECOMMENDED MOTION:**

**A MOTION 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.**

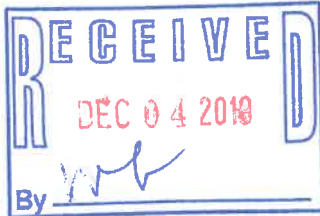
Verde Ranch Estates  
Vicinity & Zoning



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 printed on: 1.30.2020

Revised 06/05/18



Application #: 20190432

Fee: \$618.00



# Land Use

# Application Form

**1. Application is made for:**

- |   |                     |                      |
|---|---------------------|----------------------|
| Zoning Map Change                         | Use Permit          | Temporary Use Permit |
| Conceptual Plan Review                    | Preliminary Plat    | Final Plat           |
| <b>PAD Final Site Plan Review</b>         | Variance            | Appeal               |
| Street Abandonment                        | Minor Land Division | Wireless Tower       |
| Administrative Review                     | Lot Line Adjustment | Zoning Verification  |
| Development Standards Review (Commercial) | Other: _____        |                      |

**2. Project Name:** Verde Ranch Estates - Phase 1B

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

Owner Name: <u>Verde Ranch MH, LLC</u>	Applicant Name: <u>Krishan Gini ge</u>
Address: <u>4320 S. Priceless View Drive</u>	Address: <u>825 Cove Parkway</u>
City: <u>Gold Canyon</u> State: <u>AZ</u> Zip: <u>85118</u>	City: <u>Cottonwood</u> State: <u>AZ</u> Zip: <u>86326</u>
Phone: <u>(480) 947-9253</u>	Phone: <u>(928) 634-5889</u>
E-mail: _____	E-Mail: <u>krishan@sec-landmgt.com</u>

**4. Property Description:** Parcel Number 403-23-432J Acres: 36.05

Address or Location: Finnie Flat Road, Camp Verde, AZ

Existing Zoning: R1-PAD Existing Use: None / Vacant

Proposed Zoning: No Change Proposed Use: Residential

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

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

**6. Certification:**

*I certify that I am the lawful owner of the parcel(s) of land effected by this application and hereby consent to this action. I have also attached a completed Permission to Enter form for consent to access the property regarding this action.*

Owner: \_\_\_\_\_ Date: \_\_\_\_\_

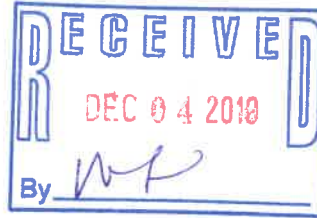
*I certify that the information and attachments I have submitted are true and correct to the best of my knowledge. In filing this application, I am acting with the knowledge and consent of the property owner(s). I understand that all materials and fees required by the Town of Camp Verde must be submitted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

Applicant: [Signature] Date: 9/19/2019



SOUTHWESTERN ENVIRONMENTAL CONSULTANTS, INC.

www.sec-landmgt.com  
info@sec-landmgt.com



CORPORATE OFFICE:  
20 STUTZ BEARCAT DRIVE #6  
SEDONA, ARIZONA 86336  
(928) 282-7787

BRANCH OFFICE:  
825 COVE PARKWAY  
COTTONWOOD, ARIZONA 86326  
(928) 634-5889

September 9, 2019

Town of Camp Verde  
Planning and Zoning Commission  
473 South Main St. Suite 102  
Camp Verde, AZ 86322

**RE: Letter of Intent for Verde Ranch MH LLC**

To Whom it May Concern,

We are pleased to provide this Letter of Intent and the supporting documentation for your review and approval.

**Project Team**

- Verde Ranch MH LLC– Developer/Applicant
- Krishan Ginige (SEC, Inc.) – Authorized Agent (Applicant)
- SEC, Inc. – Planning, Engineering and Surveying
- Waibel & Associates- Landscape Designer

**Overview**

Verde Ranch MH LLC has purchased the properties consisting of parcels 403-23-102U, 102Z, 103P, 104L, 415B, 429, 430B, 432C, 432D, 432E, 432F & 432J (approximately 108 acres) within the Town of Camp Verde. The access to the site is from Finnie Flat Road (multiple locations). The property was formally known as Simonton Ranch and the project is currently zoned as R1-PAD.

The project will be developed in phases. This submittal is for Phase 1B which is located in Parcel 403-23-432J.

**Site Development**

The proposed development will consist of 163 manufactured home sites, (see Site Plan for details). The proposed development will gain access from Finnie Flat Road via Monarch Lane.

The development will be a gated community with electronic key pad entry on Monarch Lane. The gate will be motorized with remote and keypad access and there will not be a gate house for the development. The internal road system will consist of 24' wide paved roads with curbs and a 6' wide multi-use path on both sides of the road. This multi-use path will connect to the overall pedestrian circulation paths of the area. Monarch Lane will be

the main circulation corridor, which will have a 36' wide paved road surface with curbs. A 12' corridor on both sides will consist of a multi-use path, as well as landscape/streetscape.

The main recreation area which is already under construction is to the west of the proposed development with a clubhouse and parking. Amenities will include, but are not limited to, a pool, splash pad, horseshoe pits, pickle ball courts and a dog park. The clubhouse is not a part of Phase 1B work, but a part of the development master plan.

### **Utilities**

The project will utilize Camp Verde Water System for water and Camp Verde Sanitary District for sewer. There is an existing sewer line and the project intends to connect to this line, however, due to the existing sewer lines within the perimeter of the project, the development has many options. Water supply will be supplied by Camp Verde Water System with a proposed connection from Finnie Flat Road. The water and sewer systems are currently under design.

The electrical supply will be provided by APS. Unisource Energy Services will provide gas services and internet/phone service will be provided Suddenlink Communications. All of the above referenced services are under design.

### **Drainage**

The natural drainage of the existing site is on a north, Northeast direction. The drainage from this development will flow to an unnamed wash to the north and eventually contribute to the Verde River. The site has retention basins excavated from the previous development. The intent of the new design is to utilize these drainage structures and patterns with modifications. All drainage structures will have an emergency spillway that will be connected to the regional drainage path. All proposed development is away from designated floodplains.

### **Landscaping**

Paths and terraces will be paved in a mixture of decomposed granite and precast concrete pavers. Native desert vegetation with species selected for their resilience to drought. Desert trees and shrubs will be used to break up spaces, creating privacy. Please see the Site Plan for areas the landscape architect will be submitting their design for in the future.

Following documents are made a part of this letter.

- Site Plan (2 Sheets)

If you have any questions or need additional clarification, please feel to contact me at [gkinige@sec-landmgt.com](mailto:gkinige@sec-landmgt.com) or by phone at 928-634-5889 Ext 4219.

Sincerely,



G. Krishan Ginige, P.E, MS, CFM  
President



# Copper Canyon Fire & Medical District

26B Salt Mine Road, Camp Verde, AZ 86322  
[www.cc-fma.org](http://www.cc-fma.org) Phone (928) 567-9401

December 19, 2019

Ms. Melinda Lee  
Planner/Addressing Official  
Town of Camp Verde  
Camp Verde, AZ 86322

Dear Ms. Lee:

A preliminary plan review has been completed for the project listed below.

**Description:** Verde Ranch Estates Phase 1B  
**Address:** Finnie Flat Rd. Camp Verde, Arizona, 86322  
**Project #:** 20190432  
**APN:** 403-23-432J  
**Proposal:** 164 home units

Based on the submitted information the following fire code requirements shall be applicable.

**A preconstruction conference is required for this projection after the building permit has been issued by the Town of Camp Verde and prior to any commencement of any work.**

1. Section 503: Access. Fire department access roadways shall be provided. Roadways shall meet the listed requirements:
  - a. Roadways shall be at least 20 feet wide.
  - b. Grades shall not exceed 6% for gravel, 12% for asphalt blacktop and 15% for concrete surfaces.
  - c. Overhead obstructions shall not be lower than 13 feet 6 inches.
  - d. The angle of approach and angle of departure shall not be greater than 8 degrees. The angle is formed between the ground and the front or rear point of ground contact of the apparatus. This prevents the front bumper or the tailboard from scrapping the ground on sharp angles.
  - e. Turning radii shall be no less than 28 feet inside, 50 outside.
  - f. Dead-ends longer than 150 feet shall be equipped with turn-a-rounds.
  - g. Bridges or culverts shall be designed to carry the imposed loads, 75,000 lbs. gross vehicle weight, of fire apparatus.
  - h. Vehicles shall not park in a fashion to obstruct fire lanes. No parking signs shall be installed where parking presents such obstructions if required by the fire official.

**NOTE: Roadways for emergency access shall be made available through the site during the construction process.**  
**Entry gate will need approved gate key switch along with approved post detail.**

2. Section 505.1: Address Identification. New and existing buildings shall have approved address numbers, building numbers or building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address

numbers shall be Arabic numbers or alphabetical letters. Numbers shall be a minimum of 6 inches high with a minimum stroke width of .5 inch. Larger numbers, and/or additional locations may be required by the fire code official to facilitate emergency response. Address numbers shall be maintained.

3. Section 507.1: Water Supply. An approved water supply capable of supplying the required fire-flow for fire protection shall be provided to premises upon which facilities, buildings, or portion of buildings are hereafter constructed or moved onto or within the Copper Canyon Fire and Medical District.

**If the proposed project is located within an area that does have an established water supply available the following applies:**

Provide a water system in accordance with IFC Appendix B Fire-Flow Requirements for Buildings. Fire hydrants shall be installed in accordance with the local water purveyor and as required by IFC Appendix C Fire Hydrant Locations and Distribution. Hydrants shall be situated on at least six-inch mains, eight-inch if dead-end.

Section B105.2 Buildings other than One- and two-family dwelling: The minimum fire-flow and flow duration requirements for buildings other than one- and two-family dwelling shall be as specified in Table B105.1.

Exception: A reduction of in fire-flow, of up to 75 percent, as approved, is allowed when the building is equipped with an approved automatic fire sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2. The resulting fire flow shall not be less than 1,500 gallons per minute for the prescribed duration as specified in Table B105.1.

**Owner/Applicant is responsible to provide flow testing on hydrants and a letter certifying installation of hydrants.**

**NOTE: Required fire-flows shall be made available prior to any combustible construction materials being brought on site. Fire flow is based on the size and construction type of the proposed buildings.**

4. Section 507.1: Water mains and their appurtenances shall be installed in accordance with the National Fire Protection Association's pamphlet #24, "**Standard for the Installation of Private Fire Service Mains and Their Appurtenances**", and 2010 edition. **Plans and specifications shall be submitted for review and approval prior to any installation.**
5. Section 1103.9 Carbon Monoxide Alarms: Group R occupancies located in a building containing a fuel-burning appliance or in a building which has an attached garage shall be equipped with single-station carbon monoxide alarms. The carbon monoxide alarms shall be listed as complying with UL 2034 and be installed and maintained in accordance with NFPA 720 and the manufacturer's instructions. An open parking garage, as defined in Chapter 2 of the *International Building Code*, or an enclosed parking garage ventilated in accordance with Section 404 of the *International Mechanical Code* shall not be considered an attached garage.

**Exception:** *Sleeping units* or *dwelling units* which do not themselves contain a fuel-burning appliance or have an attached garage, but which are located in a building with a fuel-burning appliance or an attached garage, need not be equipped with single-station carbon monoxide alarms provided that:

- a. The *sleeping unit* or *dwelling unit* is located more than one story above or below any story which contains a fuel-burning appliance or an attached garage;

- b. The *sleeping unit* or *dwelling unit* is not connected by duct work or ventilation shafts to any room containing a fuel-burning appliance or to an attached garage; and
  - c. The building is equipped with a common area carbon monoxide alarm system.
6. Section 6104: Installation of Liquid Propane Tanks. Liquefied petroleum gas equipment shall be installed in accordance with the *International Fire Code*, Chapter 38, the *International Fuel Gas Code* and NFPA 58, 2011 edition.

These comments shall not be meant to exclude any applicable fire code requirements adopted by the Copper Canyon Fire and Medical District or other regulatory agencies. The adopted fire code is based on the 2018 edition of the *International Fire Code* with amendments as adopted by Copper Canyon Fire and Medical District and approved by the Arizona State Fire Marshal.

A final inspection is required. Inspections are available with 48 hours' notice from 7:00 am - 4:00 pm, Monday through Friday, excluding holidays.

If you have any questions concerning these comments please feel free to contact me at (928) 567-9401 or [kkrebbs@ccfmd.az.gov](mailto:kkrebbs@ccfmd.az.gov).

Sincerely,

Ken Krebbs

*Ken Krebbs*

Fire Marshal



# TOWN OF CAMP VERDE

## Public Works Department



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**To:** Melinda Lee, Planner

**From:** Ron Long, Public Works Director

**Date:** January 04, 2020

**Re:** Review Comments; Verde Ranch Estates, Phase 1B, PAD Site Plan

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The following comments are for the Verde Ranch Estates, Phase 1B, PAD Site Plan. The plans sheets reviewed are from SEC Inc. Civil Site Plan (dated 12-13-2019) and Lighting & Landscape Plan.

### Site Plan

1. Drainage; the runoff generated on site shall be detained and released at the pre-development rate per the Yavapai County Drainage Manual. The drainage improvements shall be addressed in the construction plans.
2. Utilities; any utilities installed with this development shall be designed and constructed per the utility provider's standards and to work with any future development within the Verde Ranch Estates development.
3. Roads and Access; for the roads to be accepted by the Town as Town roads the design and construction shall be per Town standards. Adequate access to the site shall be provided per the Fire District requirements for emergency service access.  
If the roads are to be public roads gates shall not be installed, if the roads are private and a gate is installed the gate shall be placed so that any vehicle stacking or maneuvers do not effect traffic flow on Finnie Flat Road.

A right turn lane and an acceleration lane shall be installed on Finnie Flat Road at Monarch Road. The right in and acceleration lanes will be addressed in the construction plans. The Verde ranch Estates development shall provide funding for a traffic signal to be located on Finnie Flat Road and Monarch Road intersection.

### **Lighting & Landscape Plan**

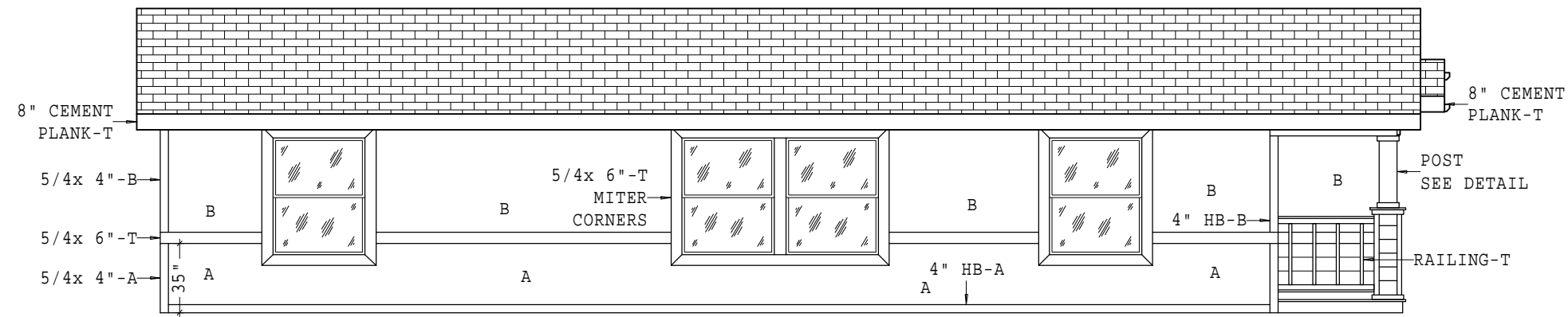
1. If the roads within Verde Ranch Estates are to be public and the streetlights, pathways, and landscaping are within Town ROW they shall be designed and constructed to Town standards.

## Exhibit D: Final Site Plans & Exhibits

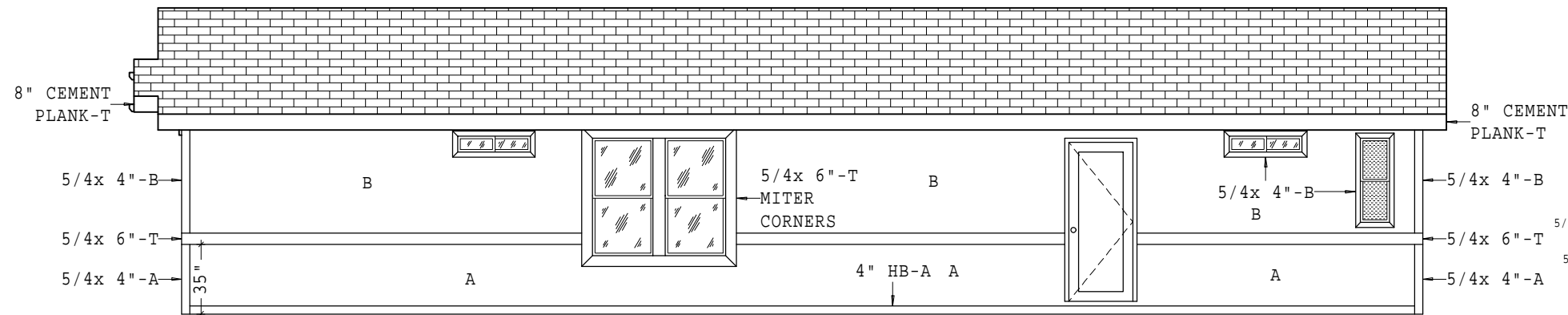
Large maps will be provided with the paper copy of your staff report for your reference.

Please do not write on these maps and return them to Staff at the end of the meeting. They will be used for the Town Council meeting also.

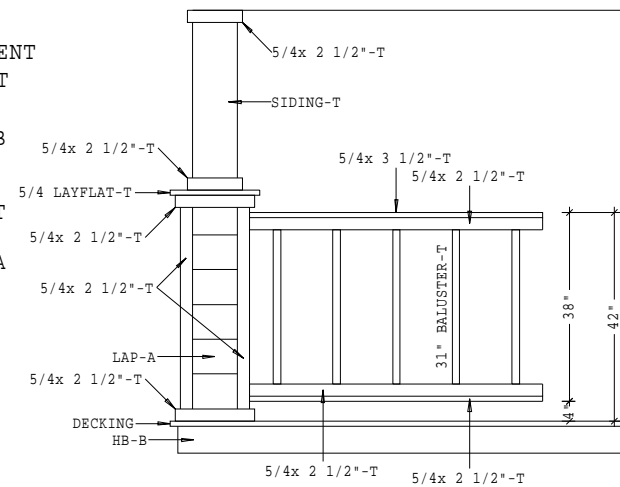
Thank you for your cooperation!



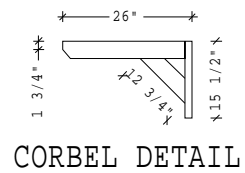
DOOR SIDE ELEVATION



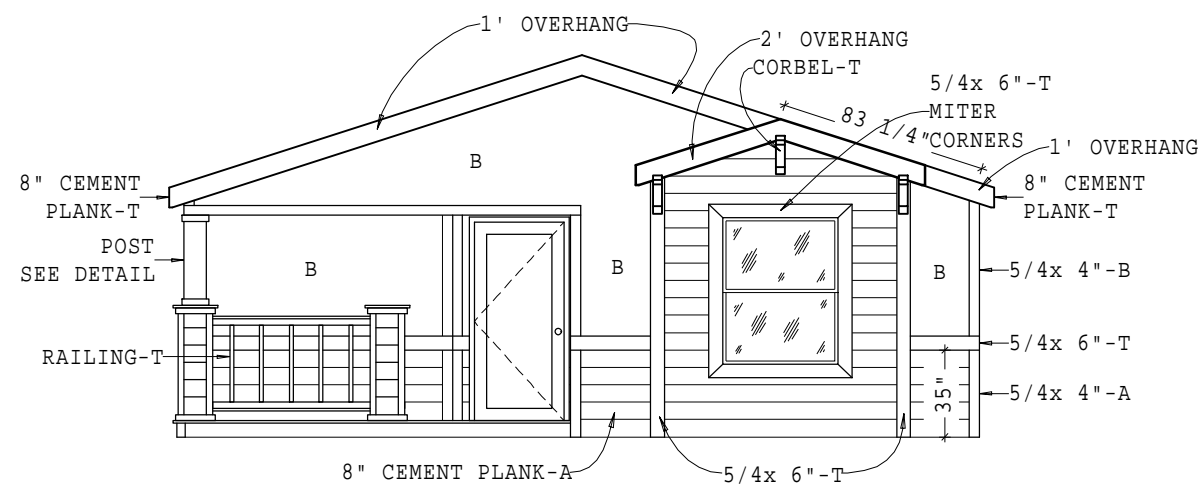
OFFDOOR SIDE ELEVATION



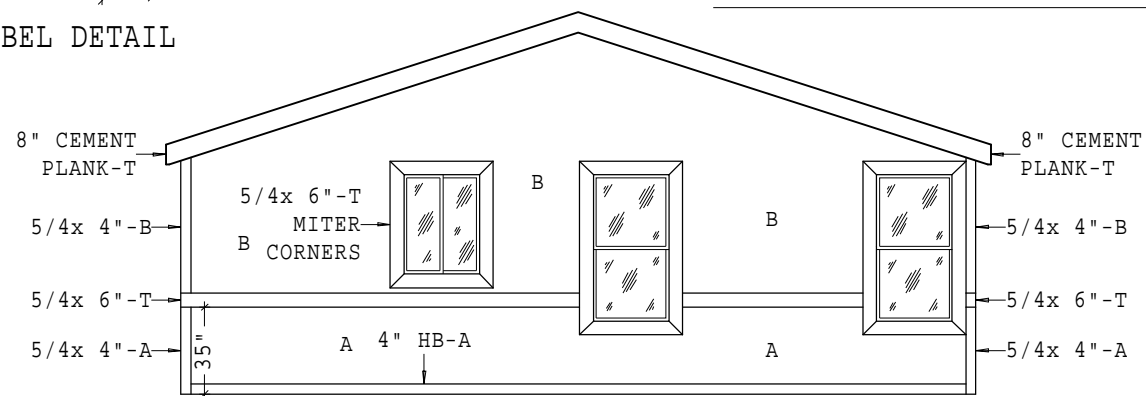
42" BUILT-OUT COLUMN DETAIL



CORBEL DETAIL

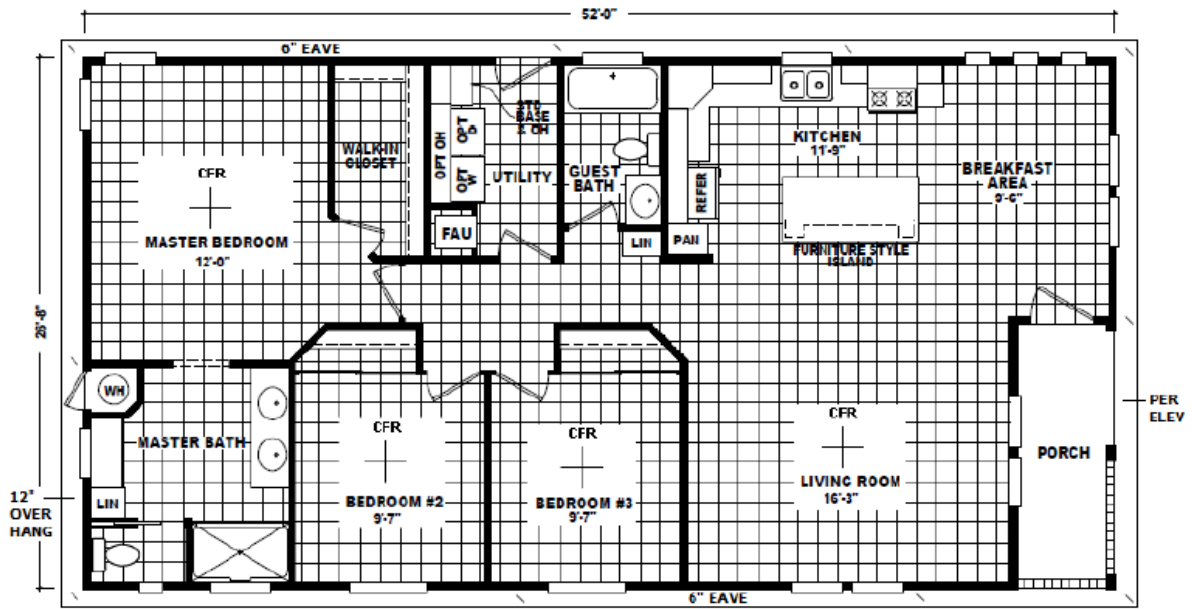


FRONT ELEVATION

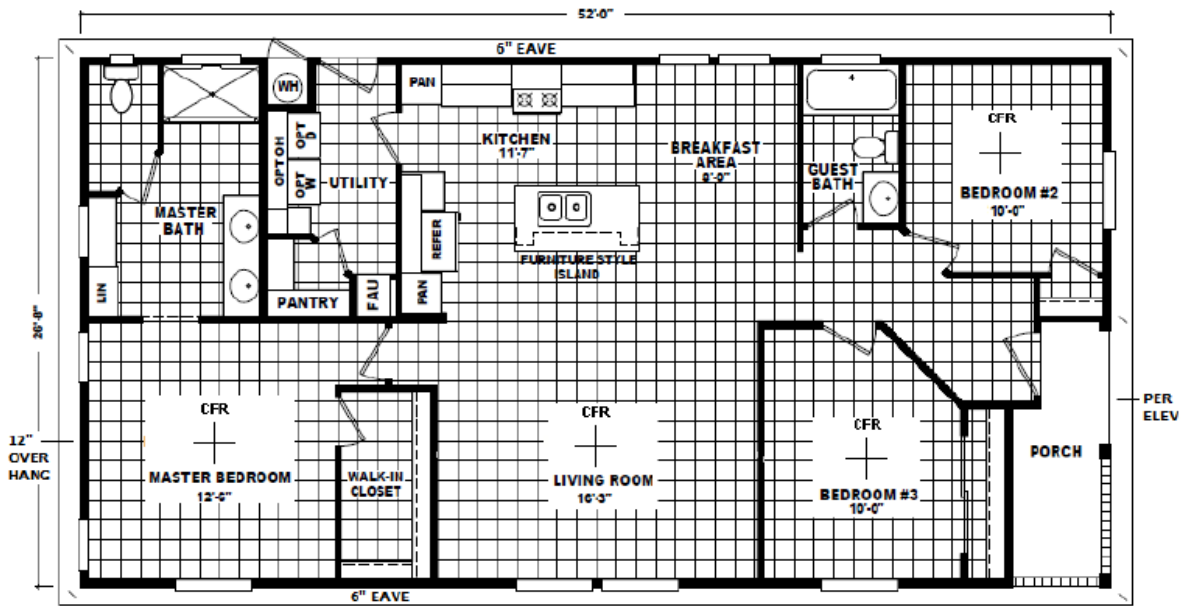


REAR ELEVATION

DURANGO  
ELEVATION: VC-28523B



**MODEL: VC-28523A**  
 APPROXIMATELY 1386 SQ. FT. TOTAL  
 APPROXIMATELY 1320 SQ. FT. LIVABLE  
 3 BEDROOM, 2 BATH



**MODEL: VC-28523B**  
 APPROXIMATELY 1386 SQ. FT. TOTAL  
 APPROXIMATELY 1326 SQ. FT. LIVABLE  
 3 BEDROOM, 2 BATH





## Town of Camp Verde

### Agenda Item Submission Form

**Meeting Date: February 6, 2020 Planning & Zoning Commission**

**Applicant: M3 Design, Agent for AutoZone Corporation**

**Application: Final Site Plan Review for PAD**

**Application No.: 20190441**

**Presentation/Action: Recommendation to Town Council.**

**Requesting Department: Community Development**

**Staff Resource/Contact Person: Melinda Lee, Planner**

**Agenda Title (be exact):**

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.

**List Attached Documents:**

Exhibit A: Staff Report; Vicinity & Zoning Map

Exhibit B: Final Site Plan Application; Letter of Intent

Exhibit C: Agency Comments

Exhibit D: Final Site Plan (Large Maps) and Exhibits

**Estimated Presentation Time: 5 minutes.**

**Estimated Discussion Time: 10 minutes**

**Reviews Completed by:**

Interim Community Development Department Head, Robert Foreman

**Town of Camp Verde: February 6, 2020 Planning & Zoning Commission**

**BACKGROUND:**

The current zoning of C2-PAD, completed in January 2018, requires an approved Final Site Plan before development. This parcel was originally part of the planned project known as Verde Ranch Estates, however, 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.

**THE FOLLOWING HAS BEEN COMPLETED BY THE APPLICANT AND/OR STAFF:**

- ❖ The subject property received approval of a Zoning Map Change to C2-PAD on January 3, 2018, which took effect February 3, 2018, per Ordinance 2018-A429.
- ❖ Although this parcel is no longer included in the original development proposal for the PAD, the applicant is pursuing the required final site plan approval.
- ❖ The agenda for the February 6, 2020 Planning Commission was posted on January 30, 2020.

**COMMUNICATIONS FROM AGENCIES/PUBLIC:**

Staff has received no comments from the public regarding this request.

Staff has received comments from these reviewing agencies (Please see Exhibit C):

**Town of Camp Verde Public Works Department**

Contact: Ron Long                      Comments Received: January 6, 2020

**Copper Canyon Fire & Medical Association**

Contact: Ken Krebbs                      Comments Received: January 6, 2020

**Town of Camp Verde Building Department**

Contact: Robert Foreman              Comments Received: January 6, 2020

**Camp Verde Water Systems**

Contact: Justin Bullard                      Comments Received: January 7, 2020

**Town of Camp Verde Community Development Department**

Contact: Melinda Lee                      Comments Received: January 8, 2020



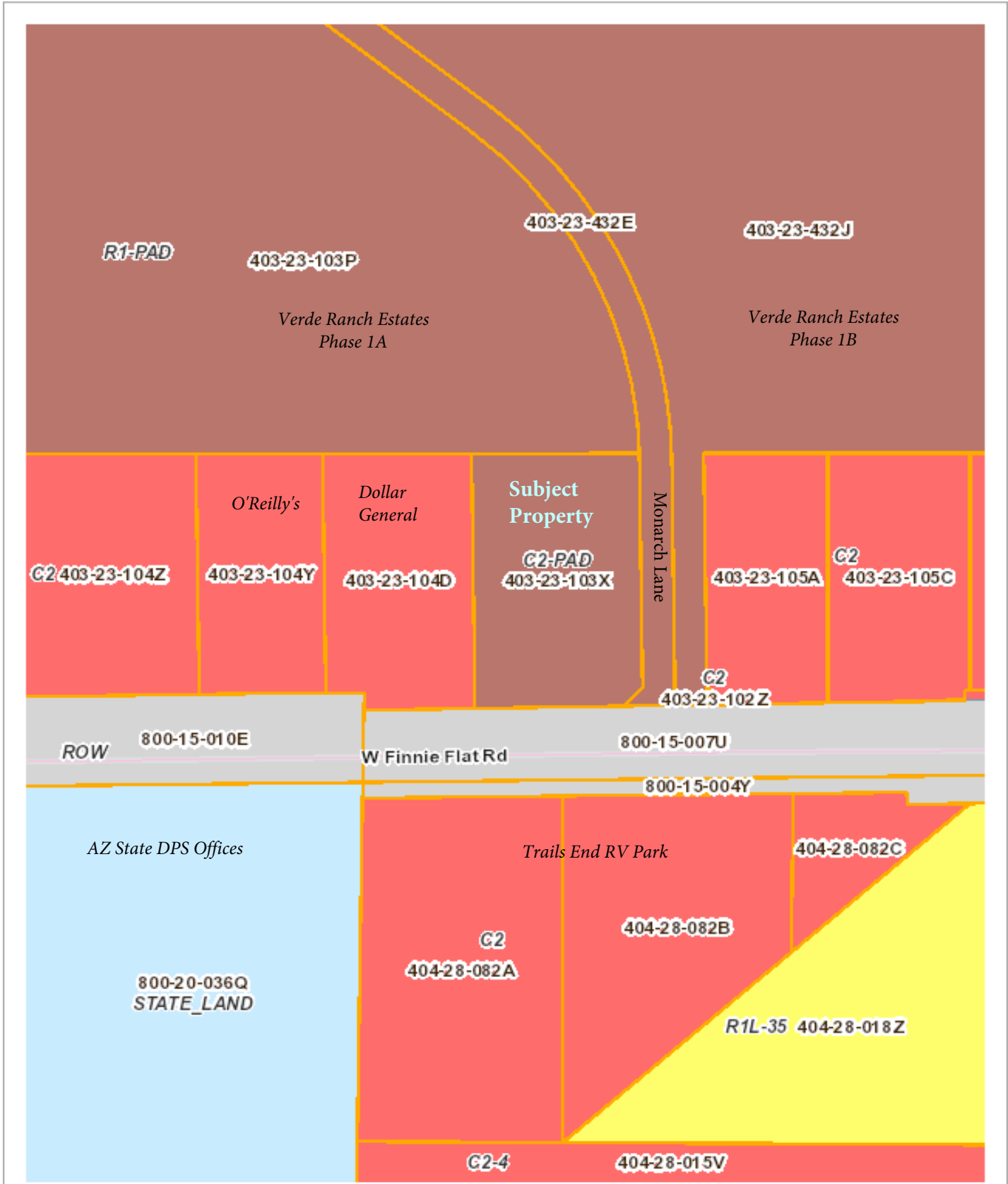
**STAFF RECOMMENDATION:**

Staff recommends approval of the request for a Final Site Plan, for a project in C2-PAD, to develop an AutoZone auto parts facility.

**RECOMMENDED MOTION:**

**A MOTION 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.**

AutoZone / Proposed Location  
Vicinity & Zoning



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.

**Exhibit B: AutoZone Final Site Plan  
Application Documents**

Revised 06/05/18



# Land Use Application Form

**1. Application is made for:**

- |  |                     |                             |
|--|---------------------|-----------------------------|
| Zoning Map Change                                | Use Permit          | Temporary Use Permit        |
| Conceptual Plan Review                           | Preliminary Plat    | Final Plat                  |
| PAD Final Site Plan Review                       | Variance            | Appeal                      |
| Street Abandonment                               | Minor Land Division | Wireless Tower              |
| Administrative Review                            | Lot Line Adjustment | Zoning Verification         |
| <b>Development Standards Review (Commercial)</b> |                     | <b><u>FEE: \$618.00</u></b> |

**2. Project Name: AUTOZONE FACILITY #6037**

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

Owner Name: AUTOZONE DEVELOPMENT CORP	Applicant Name: <u>M3 DESIGN/JESSE MACIAS</u>
Address: 123 FRONT ST. TN 38103	Address: <u>1415 N 7TH AVE</u>
City: MEMPHIS State: TN Zip: 38103	City: <u>PHOENIX</u> State: <u>AZ</u> Zip: <u>85007</u>
Phone: 901-495-8714	Phone: <u>480-528-31336</u>
E-mail: mitch.bramlitt@autozone.com	E-Mail: <u>jmacias@m3designllc.com</u>

**4. Property Description: Parcel Number** 403-23-103x **Acres:** .96

Address or Location: FINNIE FLAT RD & SIMONTON

Existing Zoning: C-2/PAD Existing Use: VACANT

Proposed Zoning: C-2 Proposed Use: RETAIL

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

PROPOSED NEW AUTOZONE AUTO PARTS FACILITY IN EXISTNG VACANT PAD WITH ON-SITE PARKING/CIRCULATION

AND LANDSCAPE WIHT CROSS ACCESS TO EXISTING DOLLAR GENERAL TO THE WEST WITH NEW PROPOSED

CURB CUT ON FINNIE FLAT RD

**6. Certification:**

*I certify that I am the lawful owner of the parcel(s) of land affected by this application and hereby consent to this action. I have also attached a completed Permission to Enter form for consent to access the property regarding this action.*

Owner:  Date: 12-22-19

*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:  Date: 12-26-19



**AUTOZONE #6037 FINNIE FLAT RD, CAMP VERDE  
LETTER OF INTENT**

January 22, 2020  
Town of Camp Verde  
Development Services/Planning Division  
Ms. Melinda Lee  
473 S Main St #108  
Camp Verde, AZ 86322

RE: **LETTER OF INTENT**  
**# 20190441 Proposed AutoZone Facility #6037**  
Finnie Flat Rd  
Camp Verde, AZ

Dear Melinda:

We are proposing to process an application to process and Finalize Site Plan/PAD within current C-2/PAD Zoning

The Proposed Project is located off of Finnie Flat Rd and future Monarch, adjacent to existing Retail (Dollar General/O'Reilly). Property Parcel #403-23-103X and is currently vacant with existing Retail to the West, Vacant (Future Development), Future Residential Development to the North and existing RV Park to the South. Our Proposed Project consists of an AutoZone Retail Facility with approximately 7,300 sf Building with associated on-site circulation and landscaping

The business will operate year-round, seven (7) days per week operating in sales of Automotive Parts. We expect to employ about 12-15 Employees with Hours of Operation from 6am to 10pm

We are proposing to install a New Curb Cut on Finnie Flat Rd with Deceleration lane along with new Street Light. We will be connecting to existing Sewer Line (Rear of Property) and existing Water Line (Monarch Rd). Our site will detain stormwater with runoff to existing storm channel at rear of our property

Please let me know if you should have any questions

Sincerely,





Store Development

123 S. Front St., 3<sup>rd</sup> Floor Memphis, TN 38103  
901-495-8714, Fax (901) 495-8969  
E-mail: [mitch.bramlitt@autozone.com](mailto:mitch.bramlitt@autozone.com)

## Letter of Transmittal

January 27, 2020

Melinda Lee  
Planner / Addressing Official  
Camp Verde Community Development  
[melinda.lee@campverde.az.gov](mailto:melinda.lee@campverde.az.gov)  
(928) 554-0053

RE: AutoZone Project # 6037  
Finnie Flat Rd  
Camp Verde, AZ.

Please note that AutoZone is under contract to purchase the site mentioned above. Per contract AutoZone has the rights to receive entitlements and permits prior to waving our contingencies to close on the property. AutoZone's intentions will be to put the project out to bid after we receive our permit comments and have resubmitted to the City. We will review our bids along with projected development impacts, Water and Sewer fees along with any permitting fees and determine if the project still meets budget then move to closing on the property.

If you have any questions or comments regarding the enclosures or need additional information, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mitch Bramlitt".

Mitch Bramlitt,  
Regional Project Manager  
AutoZone Store Development

**Exhibit C: AutoZone Final Site Plan  
Agency Comments**

**Melinda Lee**

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**From:** Ron Long  
**Sent:** Monday, January 6, 2020 3:28 PM  
**To:** Melinda Lee  
**Subject:** Auto Zone Development Standards Site Plan Review Comments

Melinda,

The following review comments are for the Auto Zone Site Plan prepared by M3 Design dated 12-22-19 submitted for the Design Standards Review

1. **Drainage;** post development stormwater off site flows shall match predevelopment flows per the Yavapai County Drainage Design Manual (Design Manual available online). Drainage to be directed to the rear (North) of the property where the drainage easement is located.
2. **Utilities;** the design and construction of the utilities shall be per each utility provider's standards.
3. **Roads & Access;** a right turn lane shall be constructed along the property frontage on Finnie Flat Road with vertical curb, gutter, sidewalk, and a street light to match existing. This requirement may require the dedication of additional ROW to the Town of Camp Verde to accommodate the public improvements.

Ron Long, P.E.  
395 S. Main Street  
Camp Verde, AZ, 86322  
[Ron.long@campverde.az.gov](mailto:Ron.long@campverde.az.gov)  
Office: 928-554-0821  
Cell: 928-274-3750

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Furthermore, to ensure compliance with the Open Meeting Law, Council or Board/ Commission / Committee members who are recipients of this message should not forward it to other members of the Council or Board / Commission / Committee of the Town of Camp Verde. Council Members or Board / Commission / Committee members may reply to a staff member regarding this message, but they should not send a copy of a reply to other Council or Board / Commission / Committee members.

Please consider our environment before printing this email. 



# Copper Canyon Fire & Medical District

26B Salt Mine Road, Camp Verde, AZ 86322  
[www.cc-fma.org](http://www.cc-fma.org) Phone (928) 567-9401

January 6, 2020

Ms. Melinda Lee  
Planner/Addressing Official  
Camp Verde Community Development  
473 S. Main Street, Ste. 108  
Camp Verde, AZ 86322

Dear Ms. Lee:

A preliminary plan review has been completed for the project listed below.

**Description:** AUTOZONE  
**Address:** 992 W. Finnie Flat Rd., Camp Verde, Arizona, 86322  
**Project #:** NA  
**APN:** 403-23-103X  
**Proposal:** AUTOZONE Facility #6037

Based on the submitted information the following fire code requirements shall be applicable.

**A preconstruction conference is required for this projection after the building permit has been issued by the Town of Camp Verde and prior to any commencement of any work.**

1. Section 503: Access. Fire department access roadways shall be provided. Roadways shall meet the listed requirements:
  - a. Roadways shall be at least 20 feet wide.
  - b. Grades shall not exceed 6% for gravel, 12% for asphalt blacktop and 15% for concrete surfaces.
  - c. Overhead obstructions shall not be lower than 13 feet 6 inches.
  - d. The angle of approach and angle of departure shall not be greater than 8 degrees. The angle is formed between the ground and the front or rear point of ground contact of the apparatus. This prevents the front bumper or the tailboard from scrapping the ground on sharp angles.
  - e. Turning radii shall be no less than 28 feet inside, 50 outside.
  - f. Dead-ends longer than 150 feet shall be equipped with turn-a-rounds.
  - g. Bridges or culverts shall be designed to carry the imposed loads, 75,000 lbs. gross vehicle weight, of fire apparatus.
  - h. Vehicles shall not park in a fashion to obstruct fire lanes. No parking signs shall be installed where parking presents such obstructions if required by the fire official.

**NOTE: Roadways for emergency access shall be made available through the site during the construction process.**

2. Section 506.1: Key Boxes. Where access to or within a structure or an area is restricted because of secured opening or where immediate access is necessary the installation of a key box is required. This

key box is available from Knoxbox.com, follow the red BUY button on the website. The fire agency listed is Copper Canyon Fire and Medical District. Minimum requirement is 3200 series.

3. Section 505.1: Address Identification. New and existing buildings shall have approved address numbers, building numbers or building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall be a minimum of 6 inches high with a minimum stroke width of .5 inch. Larger numbers, and/or additional locations may be required by the fire code official to facilitate emergency response. Address numbers shall be maintained.
4. Section 507.1: Water Supply. An approved water supply capable of supplying the required fire-flow for fire protection shall be provided to premises upon which facilities, buildings, or portion of buildings are hereafter constructed or moved onto or within the Copper Canyon Fire and Medical District.

**If the proposed project is located within an area that does have an established water supply available the following applies:**

Provide a water system in accordance with IFC Appendix B Fire-Flow Requirements for Buildings. Fire hydrants shall be installed in accordance with the local water purveyor and as required by IFC Appendix C Fire Hydrant Locations and Distribution. Hydrants shall be situated on at least six-inch mains, eight-inch if dead-end.

Section B105.2 Buildings other than One- and two-family dwelling: The minimum fire-flow and flow duration requirements for buildings other than one- and two-family dwelling shall be as specified in Table B105.1.

Exception: A reduction of in fire-flow, of up to 75 percent, as approved, is allowed when the building is equipped with an approved automatic fire sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2. The resulting fire flow shall not be less than 1,500 gallons per minute for the prescribed duration as specified in Table B105.1.

**If the proposed project is located within an area that does NOT have an established water supply available the following applies:**

Option 1: Provide a water system in accordance with IFC Appendix B Fire-Flow Requirements for Buildings. Fire hydrants shall be installed in accordance with the local water purveyor and as required by IFC Appendix C Fire Hydrant Locations and Distribution. Hydrants shall be situated on at least six-inch mains, eight-inch if dead-end.

Section B105.2 Buildings other than One- and two-family dwelling: The minimum fire-flow and flow duration requirements for buildings other than one- and two-family dwelling shall be as specified in Table B105.1.

Exception: A reduction of in fire-flow, of up to 75 percent, as approved, is allowed when the building is equipped with an approved automatic fire sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2. The resulting fire flow shall not be less than 1,500 gallons per minute for the prescribed duration as specified in Table B105.1.

Option 2: Provide a water system in accordance with National Fire Protection Association's pamphlet #1142, "**Standard on Water Supplies for Suburban and Rural Fire Fighting**", 2012 Edition. This based on the following factors, (1) occupancy hazard,



(2) type of construction, (3) structure dimensions (length, width, and height), and (4) exposures, if any. Location of water supply locations shall be approved by the fire official. Additional requirements may apply based on building size, property and/or water supply location.

The water tank shall meet the requirements of National Fire protection Association's pamphlet # 22, "**Standard for Water Tanks for Private Fire Protection**", 2008 edition. This standard provides requirements for the design, construction, installation, and maintenance of tanks and accessory equipment that supply water for private fire protection.

**Plans and specifications shall be submitted for review and approval prior to any installation.**

**NOTE: Required fire-flows shall be made available prior to any combustible construction materials being brought on site. Fire flow is based on the size and construction type of the proposed buildings.**

5. Section 507.1: Water mains and their appurtenances shall be installed in accordance with the National Fire Protection Association's pamphlet #24, "**Standard for the Installation of Private Fire Service Mains and Their Appurtenances**", and 2010 edition. **Plans and specifications shall be submitted for review and approval prior to any installation.**
6. Section 605.3.1: Labeling. Doors into electrical control panel rooms shall be marked with a plainly visible and legible sign stating ELECTRICAL ROOM or similar approved wording. The disconnecting means for each service, feeder or branch circuit originating on a switchboard or panel board shall be legibly and durably marked to indicate its purpose unless such purpose is clearly evident. Access to fire sprinkler riser, fire department connection, and the main fire alarm control panel shall be labeled. The signage shall be white letters with a red background. Alternate signage may be used subject to approval.
7. Section 804: Wall and Ceiling Finish. Interior wall and ceiling finishes shall be classified in accordance with Section 803 of the *International Building Code* and Table 803.3 of the *International Fire Code*. Such interior finishes shall be grouped in the following classes in accordance with their flame spread and smoke-developed index. Provide documentation as needed.
8. Section 903.1: Fire Sprinklers. An approved automatic fire sprinkler system shall be installed in the building. Systems shall be installed in accordance with the National Fire Protection Association's pamphlet #13, "**Standard for the Installation of Sprinkler Systems**", 2010 edition. Plans, specifications and hydraulic calculations shall be submitted for review prior to installation. **Plans and specifications shall be submitted for review and approval prior to any installation.**
9. Section 903.4: Fire Sprinkler System Monitoring. All valves controlling the water supply for automatic sprinkler systems, pumps, tanks, water-levels and temperatures, critical air pressures and water-flow switches on all sprinkler systems shall be electrically supervised by a listed fire alarm control unit and water-flow switches on all sprinkler systems shall be electronically monitored. Provide electronic monitoring as required. **Plans and specifications shall be submitted for review and approval prior to any installation.**
10. Section 906.1: Fire Extinguishers. All buildings shall be provided with UL listed or equivalent portable fire extinguishers. Fire extinguishers shall be installed in accordance with the National Fire Protection Association's pamphlet #10, "**Standard for Portable Fire Extinguishers**" the 2010 edition. The travel distance to any fire extinguisher shall not exceed 75 feet from any point in a building. Extinguishers

shall be classified at least 2A10BC or greater, containing at least 5 pounds of dry chemical agent. Units shall be serviced and tagged by a reputable fire extinguisher company prior to the unit being displayed for use. Provide a unit near each exit.

11. Section 907.2: Fire Alarm. A fire alarm system shall be installed throughout this project. The system shall be installed in accordance with the National Fire Protection Association's pamphlet #72, "**National Fire Alarm Code**" the 2010 edition and Section 907 of the IFC, 2012 edition. Plans, specifications and battery calculations shall be provided to this office for review.
12. Section 1103.7.5: Fire Alarm. Based on the occupancy classification a fire alarm system may be required. If required, the system shall be installed in accordance with the National Fire Protection Association's pamphlet #72, "**National Fire Alarm Code**" the 2010 edition and Section 907 of the IFC, 2012 edition. **Plans, specifications and battery calculations shall be provided to this office for review.** Section 908.7 Carbon Monoxide Alarms: Group R occupancies located in a building containing a fuel-burning appliance or in a building which has an attached garage shall be equipped with single-station carbon monoxide alarms. The carbon monoxide alarms shall be listed as complying with UL 2034 and be installed and maintained in accordance with NFPA 720 and the manufacturer's instructions. An open parking garage, as defined in Chapter 2 of the *International Building Code*, or an enclosed parking garage ventilated in accordance with Section 404 of the *International Mechanical Code* shall not be considered an attached garage.
13. Section 1004.3: Occupant Load. Posting of occupant load. Every room or space that is assembly occupancy shall have the occupant load of the room or space posted in a conspicuous place, near the main exit or exit access doorway from the room or space. Posted signs shall be of an approved legible permanent design and shall be maintained by the owner or authorized agent. Post signage in the dining and meeting rooms.
14. Section 1006.1: Emergency Lighting. Approved emergency lighting shall be provided as required. Provide proper emergency lighting units in the exit paths of travel to include the patio, breezeway and stairways as needed.
15. Section 1008.1.9.1: Hardware. Door handles, pulls, latches, locks and other operating devices on doors required to be accessible by Chapter 11 of the *International Building Code* shall not require tight grasping, tight pinching or twisting of the wrist to operate. Provide approved hardware.
16. Section 1008.1.10: Exit Door Hardware Assembly Occupancy. Panic hardware is required on all exit doors except main entry, no other security bolt hardware is allowed with panic hardware.
  - a. Exception, Main Door. In buildings in occupancy Group A having an occupant load of 300 or less, Groups B, F, M, and S, and in places of religious worship, the main exterior door or doors are permitted to be equipped with key-operated locking devices from the egress side provided:
  - b. The locking device is readily distinguishable as locked; a readily visible sign is posted on the egress side on or adjacent to the door stating: **THIS DOOR TO REMAIN UNLOCKED WHEN BUILDING IS OCCUPIED**. The sign shall be in letters 1-inch high on a contrasting background; and the use of the key-operated locking device is revocable by the fire official for cause.
17. Section 1011.1: Exits Signage. Exits shall be identified through approved signage as required. Signs indicating "EXIT" shall be located near each exit door and at changes in direction of the exit travel so that signs are visible from any location in the path of exit travel. Provide proper signage.

18. Section 6104: Installation of Liquid Propane Tanks. Liquefied petroleum gas equipment shall be installed in accordance with the *International Fire Code*, Chapter 38, the *International Fuel Gas Code* and NFPA 58, 2011 edition.

These comments shall not be meant to exclude any applicable fire code requirements adopted by the Copper Canyon Fire and Medical District or other regulatory agencies. The adopted fire code is based on the 2012 edition of the *International Fire Code* with amendments as adopted by Copper Canyon Fire and Medical District and approved by the Arizona State Fire Marshal.

A final inspection is required. Inspections are available with 48 hours' notice from 7:00 am - 4:00 pm, Monday through Friday, excluding holidays.

If you have any questions concerning these comments please feel free to contact me at (928) 567-9401 or [kkrebbs@ccfmd.az.gov](mailto:kkrebbs@ccfmd.az.gov).

Sincerely,

Ken Krebbs  
*Ken Krebbs*  
Fire Marshal

# TOWN OF CAMP VERDE



## Memorandum

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**To: Melinda Lee, Planner**

**Cc: Roxanne Jasman, Permit Technician**  
**Bobbie Webb, Permit Technician/Inspector**  
**Ken Johnson, Camp Verde Fire Marshal**

**From: Robert Foreman, Building Official**

**Date: January 6, 2020**

**Re: Development Standards Review, Auto Zone Project #403-23-103X**

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Building Department has the following comments on the development review application. These comments are preliminary in nature only, and are subject to change.

- Camp Verde is currently under the 2018 IBC, the 2018 IFC, the 2017 NEC, the 2018 IECC, 2018 supplemental codes and the 2018 International Existing Building Code.
- Building submittal applications for commercial projects requires three (3) complete sets of plans and one (1) of these need to be wet sealed, and one PDF file.
- Plans need to be drawn by a registered Arizona Design professional(s).
- Camp Verde technical amendments to the codes can be found on the Town web site [www.cvaz.org](http://www.cvaz.org) Community Development/Building Safety. Climatic and Geographical criteria can be found there as well.
- Climate zone for Camp Verde under the IECC has been amended from 4B to a 2B zone. All urinals are required to be no water flush or 1 pint flush.
- All work has to be performed by Arizona licensed contractors. A town business license is required for all contractors including subs.
- Building Division is a 'one stop shop' for all applications. Building/Fire Suppression/Drainage/Grading/Civil/Deferred submittals etc. All needed information and plans will be forwarded to the proper agencies. Fire District/Public Works/Zoning/Yavapai County/ADEQ/Environmental etc.

- Per the intergovernmental agreement with the Camp Verde Fire District, the District assists and advises in the interpretation of the Town adopted International Fire Code. No Commercial permit can be issued without Fire District sign off.
- A list of all contractors, including subs to be provided prior to building permit being issued.
- A hard copy of the commercial permit application packet is included with these comments.

Robert L. Foreman  
Building Official  
Town of Camp Verde  
473 S. Main St. Ste 108  
928-554-0050  
[Robert.foreman@campverde.az.gov](mailto:Robert.foreman@campverde.az.gov)

**CAMP VERDE WATER SYSTEM, INC.  
499 S. 6<sup>TH</sup> ST.  
P.O. BOX 340  
CAMP VERDE, AZ 86322  
(928) 567-5281  
CVWSINC@YAHOO.COM**

Date: January 7<sup>th</sup>, 2020  
Melinda Lee, Community Development  
Town of Camp Verde  
473 S. Main Street  
Camp Verde, AZ 86322

Project: 992 W. Finnie Flat Rd  
Name: Auto Zone  
Parcel Number: 403-23-103X

Dear Mrs. Lee:

The Parcel shown above is in our Certificate of Convenience and Necessity (CC&N) issued by the Arizona Corporation Commission (ACC). We are regulated by the ACC and are required to follow their rules and regulations. We have an exclusive right to serve entities requesting service in our CC&N.

We do not currently serve this parcel. We do have 12" waterlines located on the South side of the property on Finnie Flat Rd and on the East side of the property on Monarch Rd. There are fire hydrants in this area. One is located approximately 300' West of Monarch Rd. by the Dollard General entrance and the other is located approximately 300' North of Finnie Flat Rd. on the East Side of Monarch Rd. A domestic service can be provided on Finnie Flat Rd. or on Monarch Rd. If a service for fire protection is needed it can also be provided at either location. The 12" lines will provide adequate fire protection.

We have no objection to this proposed project. If you have any questions or need additional information, please call me at the number above.

Sincerely,

Justin R. Bullard  
Vice President  
Camp Verde Water System, Inc.



**Town of Camp Verde**  
**Community Development**  
473 S. Main St., Suite 108  
Camp Verde, AZ 86322  
Tel: (928) 554-0050  
Email: [Melinda.lee@campverde.az.gov](mailto:Melinda.lee@campverde.az.gov)

## Development Standards Review Comments

January 8, 2020

**To:**  
Jesse Macias  
M3 Design

**From:**  
Melinda Lee, Planner

**Project Information:**

Auto Zone  
992 W. Finnie Flat Rd

**Permit No.:** 20190441  
**Parcel No.:** 403-23-103X

**Total Acreage:** 1.12 Acres (.96 net acres, per site plan)

**Building Area:** 7,380 SF

**Current Zoning:** C2-PAD

- Retail sales is permitted outright in C2 Districts.

**Addressing:**

- The new address assigned to the property is 992 W. Finnie Flat Rd.
- Make sure this address is posted on the job site during development, and properly posted upon completion.
- Use this address on all documentation.

**Off – Street Parking:**

In the Parking Regulations under Section 403 of the Planning and Zoning Ordinances. Under Section 403.E the required parking spaces for Retail Sales are as follows:

- 1 per 200 square feet of usable public floor area.
  - In order to calculate the parking required, you will need to delineate the public floor area, which does not include storage, restrooms, and employee only spaces.
  - Proposing 39 total spaces, with 2 ADA; this is in excess of what would be required with above criteria.
- Each regular space must be 9' X 20' in size.

- Regular ADA spaces are required to be 8' X 20', plus 5' loading isle; van accessible ADA spaces are required to be 11' X 20', plus a 5' loading isle. One ADA space is required for every 25 spaces provided, and must be hard-surfaced at the parking space and up to the points of entry into the buildings. At least one ADA space needs to be van accessible.
  - The site plan does not show the material used for the access between the parking and the building. This needs to be reflected on the building plans.

### **Landscaping Required:**

Landscaping will be required for the project in accordance with Section 402.B, Protective Landscaping. A minimum of 15% of all parking lot areas are required to be landscaped, which is based on the entire area of the parking lot.

- Reflect landscape requirements and calculations on the site plan to demonstrate compliance, including the minimum requirements within the parking areas.

Refer to the Town's adopted Plant Palette when choosing living plants (attached).

### **Outdoor Lighting:**

Total lumens permitted per acre for commercial is 100,000. This property is .96 net acres in size, therefore, the total lumens permitted will be 100,000. The maximum amount of unshielded outdoor lighting will be 5,000 lumens. The maximum Kelvin output, per bulb, is 3000K.

- Reflect the type of lighting to be used and associated shielding, lumens, and Kelvin output.
- Motion-sensor lighting is not included in the lumen counts.
- Show the location of lighting.

When the permit application is submitted, a lumen calculation sheet and cut sheets for the lights will be required.

Please refer to Section 405, Outdoor Lighting, to reference specific types of lighting proposed.

### **Required Setbacks:**

Any additions to the existing structures must comply with the following setbacks:

- Front: 10 ft; proposed at 82'-8" (diagram)
- Rear: 0 ft; proposed at 75'-2" (diagram)
- Interior side: 0 ft; legend shows it proposed at 10'-1"; needs to be reflected on the diagram also.
- Exterior side: 10 ft; proposed at 81'-0"

### **Building Height Limit:**

40 ft maximum allowed: 30 ft proposed.



**Signage:**

The site plan did not show the setbacks for the proposed monument sign. Unable to determine compliance.

All signs will require permits before installation. Please contact our office to discuss criteria relating to size, locations, types, and lighting for signage. Illuminated signs must comply with the adopted Dark Sky ordinance.

**Other concerns/remarks:**

Please contact the preferred waste management service to determine if the maneuvering area for trucks to access the waste dumpster is adequate. Please demonstrate how this will be sufficient on the revised site plan.

This is a preliminary review of your proposal, intended to identify items that need to be addressed in the submittal of documentation for development. During the permit review process, other items may be identified that need attention.

These items will need to be addressed on the documents submitted with the building permit application and will be inspected to verify compliance, prior to the issuance of a Certificate of Occupancy.

*Thank you for your application!*

## Exhibit D: Final Site Plans & Exhibits

Large maps will be provided with the paper copy of your staff report for your reference.

Please do not write on these maps and return them to Staff at the end of the meeting. They will be used for the Town Council meeting also.

Thank you for your cooperation!

**1 DUMPSTER LAYOUT**

5" x 6" enclosure over treated pine framing

6" I.D. Steel Post

Trash Dumpster 6-8 CY

Trash Dumpster 6-8 CY

Gates. See detail, this sheet

NO SCALE

**2 GATE LATCH / BOLT DETAILS**

DOUBLE GATE LATCH

CANE BOLT

NO SCALE

**3 20' TYPICAL SINGLE LIGHT POLE**

200-watt LED "TD" series area light fixture one per pole.

See site plan for pole and fixture locations and orientations.

Light fixtures and poles are furnished by Autozone and installed by Contractor.

Note: Anchor bolts to be installed perpendicular to curb on single head poles. Rotate 45 degrees to diamond bolt pattern on dual head poles.

High wind anchor bolts hook Standard anchor bolts 2" x 17"x3" hook Levelling nut (4 locations) 3/4" chamfer Finish grade or top of concrete base smooth location

24" dia. concrete base. Min. reinforcing 4 #5 bars vert. & 7 #3 bars hor. space 12" max. Electric conduit

NO SCALE

**4 HANDICAP PARKING DETAIL**

Concrete slab

4" x 6" treated pine vertical boards

2" x 4" horizontal rollers

NOTE: TURN DOWN SLAB BETWEEN WOOD POSTS.

NO SCALE

**5 DUMPSTER SECTION WOOD**

5/4" x 6" square edged treated pine boards with 1/4" gap. Screw to frame with galvanized or stainless steel screws

7-1/4" O.D. tube collar field welded to gate post

NO SCALE

**6 GATE DETAIL FOR DUMPSTER ENCLOSURE**

18'-0" CLEAR

8'-11 1/2"

16'-0" CLEAR

1"

8'-11 1/2"

7-1/4" O.D. hinge 6" lg.

7-1/4" O.D. tube collar field welded to gate post

6" MIN.

Cane bolt See detail

8" x 8" x 1/8" gusset plate (INSIDE ONLY) All corners 1" weld @ 3" O.C. all around

7-1/4" O.D. hinge 6" long

1" x 6" x 1/2" to hinge & gate

Gate frame

2" x 2" x 1/8" steel tube gate frame welded joints

6" nom. I.D. gate post filled with concrete rounded top. See bollard detail

3" x 7-1/4" O.D. tube. Weld collar to post.

6" I.D. pipe gate post

NOTE: PAINT ALL GATE FRAMES AND PIPES RED.

Latch detail. See detail 3

NO SCALE

**7 BICYCLE DETAIL**

2.375" O.D. GALVANIZED STEEL PIPE COATING THICKNESS 1.25 OZ./S.F.

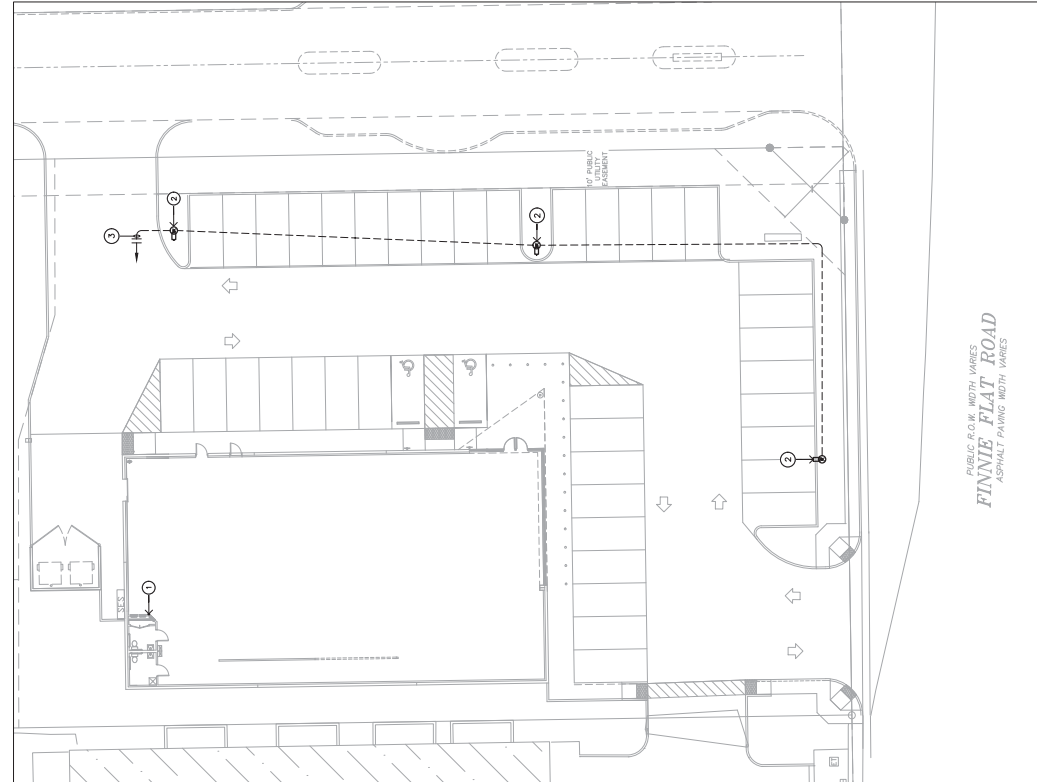
NON-ABRASIVE SURFACE FINISH APPLIED TO PIPE

JACKET COATING TO EXTEND 1" MIN. BELOW GRADE

GALVANIZED STEEL ANCHOR

CONCRETE FOOTING

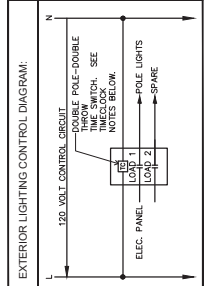
NO SCALE



**1** ELECTRICAL SITE LIGHTING PLAN  
SCALE: 1/8" = 1'-0"

**EXTERIOR LIGHTING CONTROL NOTE:**  
E.C. TO VERIFY WITH LIGHTING FIXTURE VENDOR THE POLE LOCATION (IF APPLICABLE) COMPLIES WITH THE FOLLOWING PRIOR TO ORDER:

- SHALL AUTOMATICALLY TURNED THE LIGHTS OFF WHEN DAYLIGHT IS PRESENT AND SATISFIES THE LIGHTING REQUIREMENTS.
- USING FIVE WATTAGE IS AUTOMATICALLY REDUCED BY NOT LESS THAN 30 PERCENT BY SELECTIVELY DIMMING LUMINAIRES AT ONE OF THE FOLLOWING TIMES:
  - FROM NOT LATER THAN MIDDNIGHT TO NOT LATER THAN 6 A.M.
  - FROM NOT LATER THAN ONE HOUR AFTER BUSINESS CLOSURE TO NOT LATER THAN ONE HOUR BEFORE BUSINESS OPENING, UNLESS OTHERWISE SPECIFIED.
  - DURING ANYTIME WHERE ACTIVITY HAS NOT BEEN DETECTED FOR 15 MINUTES OR MORE.

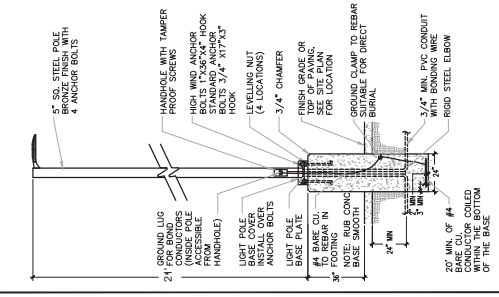


**TIMECLOCK NOTES:**  
THE SWITCH CONTROLS FOR EXTERIOR LIGHTING SHALL COMPLY WITH THE FOLLOWING:

- THEY SHALL HAVE A CLOCK CAPABLE OF BEING PROGRAMMED FOR NOT FEWER THAN SEVEN (7) DAYS, DIFFERENT DAY TYPES PER WEEK.
- THEY SHALL INCORPORATE AUTOMATIC HOLIDAY SETBACK CAPABILITY.
- THEY SHALL HAVE PROGRAM BACK-UP CAPABILITIES THAT PREVENT THE LOSS OF PROGRAM AND TIME SETTINGS IN THE EVENT THAT POWER IS INTERRUPTED.

**KEYED NOTES:**

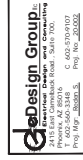
- NEW DOUBLE POLE-DOUBLE THROW (DPDT) TIME SWITCH DIAGRAM ON THIS SHEET.
- NEW 120-277V, 90 WATTS POLE LIGHT WITH PHOTOCELL BY LITONIA LIGHTING CATALOG #5030 54" x 48" SEE POLE MOUNTING DETAIL AND EXTERIOR LIGHTING CONTROL NOTE THIS SHEET.
- RUN 2 #10 CU. 1 #10 CU. GND., 3/4" C. THROUGH-OUT RIM TO FUTURE ELECTRICAL PANEL.



**POLE MOUNTING DETAIL**  
SCALE: NONE  
FIXTURE TYPE 'B'

**NOTES:**

- E.P.A. RATINGS SHALL BE COORDINATED WITH POLE AND FIXTURE ASSEMBLY.
- ANCHOR BOLTS TO BE BRONZE POLE BASE DESIGN. REFER TO STRUCTURAL DRAWINGS FOR POLE BASE.
- CONNECT TO REBAR WITH APPROVED LISTED GROUNDING CLAMPS USED FOR THIS PURPOSE.
- SEE SITE PLAN FOR POLE AND FIXTURE LOCATIONS AND ORIENTATIONS. LIGHT FIXTURES AND POLES ARE TO BE INSTALLED PERMANENTLY AND SHALL BE SHOWN IN STRUCTURAL. THEN IT SHALL GOVERN.
- THIS DRAWING REPRESENTS THE MINIMUM FOUNDATION FOR SINGLE HEAD POLES. SINGLE HEAD POLES SHALL BE CURB ON SINGLE HEAD POLES. ROTATE 45 DEGREES TO DRIVING SOIL PATTERN ON DUAL HEAD POLES.









## Town of Camp Verde

### Agenda Item Submission Form

**Meeting Date: February 6, 2020 Planning & Zoning Commission**

**Applicant: Larson Associates Architects, Inc., Agent for Red Moon Development**

**Application: Final Site Plan Review for PAD**

**Application No.: 20190425**

**Presentation/Action: Recommendation to Town Council.**

**Requesting Department: Community Development**

**Staff Resource/Contact Person: Melinda Lee, Planner**

**Agenda Title (be exact):**

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 Development, 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.

**List Attached Documents:**

Exhibit A: Staff Report

Exhibit B: Final Site Plan Application; Letter of Intent

Exhibit C: Agency Comments

Exhibit D: Final Site Plan (Large Maps) and Exhibits

**Estimated Presentation Time: 5 minutes.**

**Estimated Discussion Time: 10 minutes**

**Reviews Completed by:**

Interim Community Development Department Head, Robert Foreman

**Town of Camp Verde: February 6, 2020 Planning & Zoning Commission**

**BACKGROUND:**

The rezoning for the property known as Verde Commercial to C2-PAD, was approved on September 5, 2018, with Ordinance No. 2018-A437; effective on October 5, 2018. This action provided for a mixed-use project, potentially incorporating both commercial and residential uses.

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.

**THE FOLLOWING HAS BEEN COMPLETED BY THE APPLICANT AND/OR STAFF:**

- ❖ The subject property received approval of a Zoning Map Change to C2-PAD on September 5, 2018, which took effect October 5, 2018, per Ordinance 2018-A437.
- ❖ The overall Development Plan for Verde Commercial proposed a minimum of 25% for open space. This particular project has designated 15.6% for open space.
- ❖ The agenda for the February 6, 2020 Planning Commission was posted on January 30, 2020.

**COMMUNICATIONS FROM AGENCIES/PUBLIC:**

Staff has received no comments from the public regarding this request.

Staff has received these comments from reviewing agencies. (Please see Exhibit C):

**Camp Verde Water Systems**

Contact: Justin Bullard      Comments Received: December 17, 2019

**Copper Canyon Fire & Medical Association**

Contact: Ken Krebs      Comments Received: December 18, 2019

**Town of Camp Verde Building Department**

Contact: Robert Foreman      Comments Received: December 30, 2019

**Town of Camp Verde Public Works Department**

Contact: Ron Long      Comments Received: January 3, 2020

**STAFF RECOMMENDATION:**

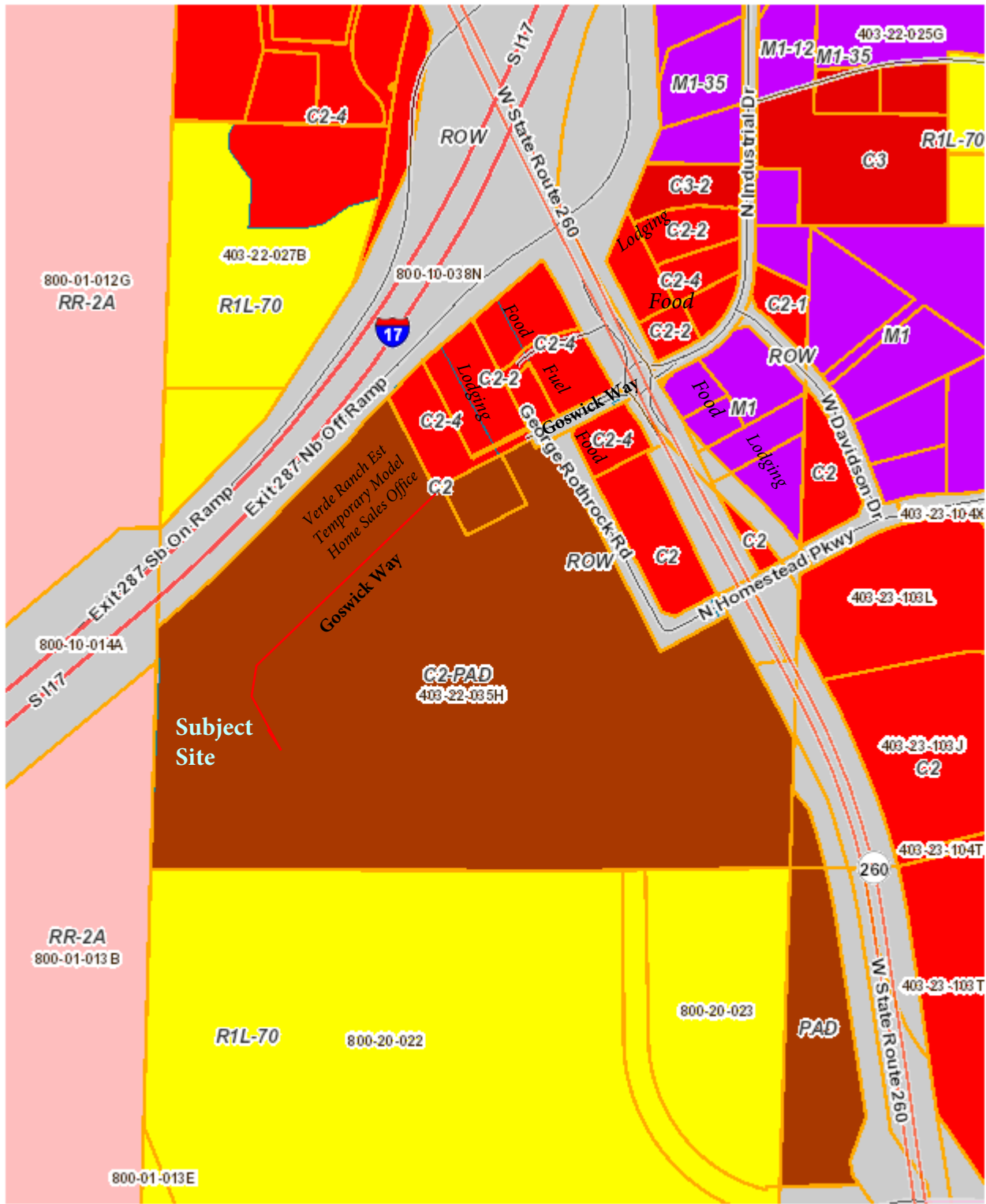
Staff recommends approval of the request for a Final Site Plan, for a project in C2-PAD, to develop a recreational vehicle storage facility.

**RECOMMENDED MOTION:**

**A MOTION 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.**



# Camp Verde RV Storage Vicinity & Zoning



*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 printed on: 1.30.2020

Revised 06/05/18

Application #: 20190425

\$618<sup>00</sup>



# Land Use Application Form

**1. Application is made for:**

Zoning Map Change

Conceptual Plan Review

PAD Final Site Plan Review

Street Abandonment

Administrative Review

Development Standards Review (Commercial) Other: \_\_\_\_\_

Use Permit

Preliminary Plat

Variance

Minor Land Division

Lot Line Adjustment

Temporary Use Permit

Final Plat

Appeal

Wireless Tower

Zoning Verification

**2. Project Name:**

Camp Verde RV Park

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

Blake Carroll: Red Moon Development

Owner Name: \_\_\_\_\_

Address: 28145 N. 91<sup>st</sup> St.

City: Scottsdale State: AZ Zip: 85262

Phone: (602) 317-6170

E-mail: bcarroll@providentrv.com

Larson Architects

Applicant Name: Vanessa Sakai

Address: 3807 N. 24<sup>th</sup> St. Suite 100

City: Phoenix State: AZ Zip: 85016

Phone: (602) 955-9929

E-Mail: vsakai@larson-architects.com

**4. Property Description:**

Parcel Number 403-22-035H

Acres: 16.19

Address or Location: 1-17/260

Existing Zoning: C2-PAD

Existing Use: Vacant

Proposed Zoning: C2-PAD

Proposed Use: RV Storage Park

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

Site Plan review - final PAD site review

**6. Certification:**

I certify that I am the lawful owner of the parcel(s) of land affected by this application and hereby consent to this action. I have also attached a completed Permission to Enter form for consent to access the property regarding this action.

Owner: \_\_\_\_\_

Date: 11/25/19

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: \_\_\_\_\_

Date: 12/12/19



Larson Associates Architects, Inc.  
 3807 N 24<sup>th</sup> Street, Suite 100  
 Phoenix, AZ 85016 602.955.9929

**Camp Verde RV Storage - Letter of Intent**

To: Town of Camp Verde – Community Development  
 Attn: Melinda Lee, Planner  
 From: James L. Larson AIA, Larson Associates Architects, Inc.  
 Date: 12 December 2019  
 Re: Letter of Intent for PAD Site Plan Review

Ms. Lee,

It is our intent to submit documents to the Town of Camp Verde Community Development office for PAD Site Plan Review for a new RV Storage facility at the intersection of I-17 and 260. The project will be located on the vacant land southwest of the intersection of the two freeways. The existing road, Goswick Way, will be extended to the west and south to provide access to the project site. There will be a single-entry driveway from Goswick Way, and another exit-only driveway into a cul-de-sac termination of Goswick Way. The cul-de-sac will provide for fire department access and turn-around.

The RV Storage facility will consist of a walled storage yard with a combination of covered and uncovered parking spaces, a hose-wash bay and sewage-dumping station, a propane tank and dispensing station, and an Operations Building/Sales Office with visitor parking. Dumpsters will be provided for customer use inside of the storage yard walls. The storage yard will be accessed through a pair of motorized gates, and exit will be provided through 2 separate pairs of motorized gates.

The canopies over the parking spaces will be a separate deferred submittal for construction approval. They will not be fire sprinkled, and are each less than 5,000 s.f., and are separated from each other by more than 20'. The Operations Building will be fire sprinkled, and will contain a sales counter and office, restroom and a garage to house a golf cart or car for the maintenance of the project.

The wall surrounding the yard will be 8' high and constructed of CMU. There will be a drainage way on the south and west borders of the site and a 7' landscape border incorporated into the design of that drainage way on those two sides due to their adjacency to a residential zone. The entire site will be graded with retention provided on site, inside of the storage yard walls in the southeast corner.

Please let us know if you have any questions or require any additional information.

Thank you,  
 James L. Larson AIA, Principal

Larson Associates Architects, Inc.

Exhibit C: Camp Verde RV Storage  
Final Site Plan / Agency Comments

**CAMP VERDE WATER SYSTEM, INC.**  
**499 S. 6<sup>TH</sup> ST.**  
**P.O. BOX 340**  
**CAMP VERDE, AZ 86322**  
**(928) 567-5281**  
**CVWSINC@YAHOO.COM**

Date: December 17<sup>th</sup>, 2019  
Melinda Lee, Community Development  
Town of Camp Verde  
473 S. Main Street  
Camp Verde, AZ 86322

Project No. 20190425  
Name: Camp Verde RV Storage Park  
Parcel Number: 403-22-035H

Dear Mrs. Lee:

The Parcel shown above are in our Certificate of Convenience and Necessity (CC&N) issued by the Arizona Corporation Commission (ACC). We are regulated by the ACC and are required to follow their rules and regulations. We have an exclusive right to serve entities requesting service in our CC&N.

We do not currently serve this parcel. We do have an 8" waterline on N. Goswick Way that we could tie into and extend an 8" main to the property where it will be necessary, approximately 1400', to serve this parcel with an Advance Aid of Construction Agreement. If fire hydrants or fire lines are required, the new 8" line will provide adequate fire protection.

We have no objection for the Preliminary Conceptual Site Plan. If you have any questions or need additional information, please call me at the number above.

Sincerely,

Justin R. Bullard  
Vice President  
Camp Verde Water System, Inc.



# Copper Canyon Fire & Medical District

26B Salt Mine Road, Camp Verde, AZ 86322  
[www.cc-fma.org](http://www.cc-fma.org) Phone (928) 567-9401

December 18, 2019

Ms. Melinda Lee  
Planner/Addressing Official  
Town of Camp Verde  
Camp Verde, AZ 86322

Dear Ms. Lee:

A preliminary plan review has been completed for the project listed below.

<b>Description:</b>	RV Storage Facility
<b>Address:</b>	Homestead Parkway, Camp Verde, Arizona, 86326
<b>Project #:</b>	20190425
<b>APN:</b>	403-22-035H
<b>Proposal:</b>	RV Storage

Based on the submitted information the following fire code requirements shall be applicable.

1. Section 503: Access. Fire department access roadways shall be provided. Roadways shall meet the listed requirements:
  - a. Roadways shall be at least 20 feet wide.
  - b. Grades shall not exceed 6% for gravel, 12% for asphalt blacktop and 15% for concrete surfaces.
  - c. Overhead obstructions shall not be lower than 13 feet 6 inches.
  - d. The angle of approach and angle of departure shall not be greater than 8 degrees. The angle is formed between the ground and the front or rear point of ground contact of the apparatus. This prevents the front bumper or the tailboard from scrapping the ground on sharp angles.
  - e. Turning radii shall be no less than 28 feet inside, 50 outside.
  - f. Dead-ends longer than 150 feet shall be equipped with turn-a-rounds.
  - g. Bridges or culverts shall be designed to carry the imposed loads, 75,000 lbs. gross vehicle weight, of fire apparatus.
  - h. Vehicles shall not park in a fashion to obstruct fire lanes. No parking signs shall be installed where parking presents such obstructions if required by the fire official.

**NOTE: Roadways for emergency access shall be made available through the site during the construction process.**
  
2. Section 506.1: Key Boxes. Where access to or within a structure or an area is restricted because of secured opening or where immediate access is necessary the installation of a key box is required. This key box is available from Knoxbox.com, follow the red BUY button on the website. The fire agency listed is Copper Canyon Fire and Medical District. Minimum requirement is 3200 series.

3. Section 505.1: Address Identification. New and existing buildings shall have approved address numbers, building numbers or building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall be a minimum of 6 inches high with a minimum stroke width of .5 inch. Larger numbers, and/or additional locations may be required by the fire code official to facilitate emergency response. Address numbers shall be maintained.
4. Section 507.1: Water Supply. An approved water supply capable of supplying the required fire-flow for fire protection shall be provided to premises upon which facilities, buildings, or portion of buildings are hereafter constructed or moved onto or within the Copper Canyon Fire and Medical District.

**If the proposed project is located within an area that does have an established water supply available the following applies:**

Provide a water system in accordance with IFC Appendix B Fire-Flow Requirements for Buildings. Fire hydrants shall be installed in accordance with the local water purveyor and as required by IFC Appendix C Fire Hydrant Locations and Distribution. Hydrants shall be situated on at least six-inch mains, eight-inch if dead-end.

Section B105.2 Buildings other than One- and two-family dwelling: The minimum fire-flow and flow duration requirements for buildings other than one- and two-family dwelling shall be as specified in Table B105.1.

Exception: A reduction of in fire-flow, of up to 75 percent, as approved, is allowed when the building is equipped with an approved automatic fire sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2. The resulting fire flow shall not be less than 1,500 gallons per minute for the prescribed duration as specified in Table B105.1.

**Plans and specifications shall be submitted for review and approval prior to any installation.**

**NOTE: Required fire-flows shall be made available prior to any combustible construction materials being brought on site. Fire flow is based on the size and construction type of the proposed buildings.**

5. Section 507.1: Water mains and their appurtenances shall be installed in accordance with the National Fire Protection Association's pamphlet #24, "**Standard for the Installation of Private Fire Service Mains and Their Appurtenances**", and 2010 edition. **Plans and specifications shall be submitted for review and approval prior to any installation.**
6. Section 605.3.1: Labeling. Doors into electrical control panel rooms shall be marked with a plainly visible and legible sign stating ELECTRICAL ROOM or similar approved wording. The disconnecting means for each service, feeder or branch circuit originating on a switchboard or panel board shall be legibly and durably marked to indicate its purpose unless such purpose is clearly evident. Access to fire sprinkler riser, fire department connection, and the main fire alarm control panel shall be labeled. The signage shall be white letters with a red background. Alternate signage may be used subject to approval.
7. Section 804: Wall and Ceiling Finish. Interior wall and ceiling finishes shall be classified in accordance with Section 803 of the *International Building Code* and Table 803.3 of the *International Fire Code*. Such interior finishes shall be grouped in the following classes in accordance with their flame spread and smoke-developed index. Provide documentation as needed.

8. Section 903.1: Fire Sprinklers. An approved automatic fire sprinkler system shall be installed in the building. Systems shall be installed in accordance with the National Fire Protection Association's pamphlet #13, "**Standard for the Installation of Sprinkler Systems**", 2010 edition. Plans, specifications and hydraulic calculations shall be submitted for review prior to installation. **Plans and specifications shall be submitted for review and approval prior to any installation.**
  
9. Section 903.4: Fire Sprinkler System Monitoring. All valves controlling the water supply for automatic sprinkler systems, pumps, tanks, water-levels and temperatures, critical air pressures and water-flow switches on all sprinkler systems shall be electrically supervised by a listed fire alarm control unit and water-flow switches on all sprinkler systems shall be electronically monitored. Provide electronic monitoring as required. **Plans and specifications shall be submitted for review and approval prior to any installation.**
  
10. Section 906.1: Fire Extinguishers. All buildings shall be provided with UL listed or equivalent portable fire extinguishers. Fire extinguishers shall be installed in accordance with the National Fire Protection Association's pamphlet #10, "**Standard for Portable Fire Extinguishers**" the 2010 edition. The travel distance to any fire extinguisher shall not exceed 75 feet from any point in a building. Extinguishers shall be classified at least 2A10BC or greater, containing at least 5 pounds of dry chemical agent. Units shall be serviced and tagged by a reputable fire extinguisher company prior to the unit being displayed for use. Provide a unit near each exit.
  - **Extinguishers will need to be placed in the vehicle storage area.**
  
11. Section 907.2: Fire Alarm. A fire alarm system shall be installed throughout this project. The system shall be installed in accordance with the National Fire Protection Association's pamphlet #72, "**National Fire Alarm Code**" the 2010 edition and Section 907 of the IFC, 2012 edition. Plans, specifications and battery calculations shall be provided to this office for review.
  
12. Section 1103.7.5: Fire Alarm. Based on the occupancy classification a fire alarm system may be required. If required, the system shall be installed in accordance with the National Fire Protection Association's pamphlet #72, "**National Fire Alarm Code**" the 2010 edition and Section 907 of the IFC, 2012 edition. **Plans, specifications and battery calculations shall be provided to this office for review.** Section 908.7 Carbon Monoxide Alarms: Group R occupancies located in a building containing a fuel-burning appliance or in a building which has an attached garage shall be equipped with single-station carbon monoxide alarms. The carbon monoxide alarms shall be listed as complying with UL 2034 and be installed and maintained in accordance with NFPA 720 and the manufacturer's instructions. An open parking garage, as defined in Chapter 2 of the *International Building Code*, or an enclosed parking garage ventilated in accordance with Section 404 of the *International Mechanical Code* shall not be considered an attached garage.

**Exception:** *Sleeping units* or *dwelling units* which do not themselves contain a fuel-burning appliance or have an attached garage, but which are located in a building with a fuel-burning appliance or an attached garage, need not be equipped with single-station carbon monoxide alarms provided that:

- a. The *sleeping unit* or *dwelling unit* is located more than one story above or below any story which contains a fuel-burning appliance or an attached garage;
- b. The *sleeping unit* or *dwelling unit* is not connected by duct work or ventilation shafts to any room containing a fuel-burning appliance or to an attached garage; and
- c. The building is equipped with a common area carbon monoxide alarm system.

13. Section 1103.9 Carbon Monoxide Alarms: Group R occupancies located in a building containing a fuel-burning appliance or in a building which has an attached garage shall be equipped with single-station carbon monoxide alarms. The carbon monoxide alarms shall be listed as complying with UL 2034 and be installed and maintained in accordance with NFPA 720 and the manufacturer's instructions. An open parking garage, as defined in Chapter 2 of the *International Building Code*, or an enclosed parking garage ventilated in accordance with Section 404 of the *International Mechanical Code* shall not be considered an attached garage.

**Exception:** *Sleeping units* or *dwelling units* which do not themselves contain a fuel-burning appliance or have an attached garage, but which are located in a building with a fuel-burning appliance or an attached garage, need not be equipped with single-station carbon monoxide alarms provided that:

- a. The *sleeping unit* or *dwelling unit* is located more than one story above or below any story which contains a fuel-burning appliance or an attached garage;
- b. The *sleeping unit* or *dwelling unit* is not connected by duct work or ventilation shafts to any room containing a fuel-burning appliance or to an attached garage; and
- c. The building is equipped with a common area carbon monoxide alarm system.

14. Section 1004.3: Occupant Load. Posting of occupant load. Every room or space that is assembly occupancy shall have the occupant load of the room or space posted in a conspicuous place, near the main exit or exit access doorway from the room or space. Posted signs shall be of an approved legible permanent design and shall be maintained by the owner or authorized agent. Post signage in the dining and meeting rooms.

15. Section 1006.1: Emergency Lighting. Approved emergency lighting shall be provided as required. Provide proper emergency lighting units in the exit paths of travel to include the patio, breezeway and stairways as needed.

- **Emergency lighting will need to be provided in the RV storage area.**

16. Section 1008.1.9.1: Hardware. Door handles, pulls, latches, locks and other operating devices on doors required to be accessible by Chapter 11 of the *International Building Code* shall not require tight grasping, tight pinching or twisting of the wrist to operate. Provide approved hardware.

17. Section 1008.1.10: Exit Door Hardware Assembly Occupancy. Panic hardware is required on all exit doors except main entry, no other security bolt hardware is allowed with panic hardware.

- a. Exception, Main Door. In buildings in occupancy Group A having an occupant load of 300 or less, Groups B, F, M, and S, and in places of religious worship, the main exterior door or doors are permitted to be equipped with key-operated locking devices from the egress side provided:
- b. The locking device is readily distinguishable as locked; a readily visible sign is posted on the egress side on or adjacent to the door stating: THIS DOOR TO REMAIN UNLOCKED WHEN BUILDING IS OCCUPIED. The sign shall be in letters 1-inch high on a contrasting background; and the use of the key-operated locking device is revocable by the fire official for cause.

18. Section 1011.1: Exits Signage. Exits shall be identified through approved signage as required. Signs indicating "EXIT" shall be located near each exit door and at changes in direction of the exit travel so that signs are visible from any location in the path of exit travel. Provide proper signage.

19. Section 6104: Installation of Liquid Propane Tanks. Liquefied petroleum gas equipment shall be installed in accordance with the *International Fire Code*, Chapter 38, the *International Fuel Gas Code* and NFPA 58, 2011 edition.



These comments shall not be meant to exclude any applicable fire code requirements adopted by the Copper Canyon Fire and Medical District or other regulatory agencies. The adopted fire code is based on the 2012 edition of the *International Fire Code* with amendments as adopted by Copper Canyon Fire and Medical District and approved by the Arizona State Fire Marshal.

A final inspection is required. Inspections are available with 48 hours' notice from 7:00 am - 4:00 pm, Monday through Friday, excluding holidays.

If you have any questions concerning these comments please feel free to contact me at (928) 567-9401 or [kkrebbs@ccfmd.az.gov](mailto:kkrebbs@ccfmd.az.gov).

Sincerely,

Ken Krebbs  
*Ken Krebbs*

Fire Marshal

# TOWN OF CAMP VERDE

## Memorandum



**To: Melinda Lee, Planner**

**Cc: Roxanne Jasman, Permit Technician**  
**Bobbie Webb, Permit Technician/Inspector**  
**Ken Johnson, Camp Verde Fire Marshal**

**From: Robert Foreman, Building Official**

**Date: December 30, 2019**

**Re: Development Standards Review, Camp Verde RV Storage Park #20190425**

Building Department has the following comments on the development review application. These comments are preliminary in nature only, and are subject to change.

- Camp Verde is currently under the 2018 IBC, the 2018 IFC, the 2017 NEC, the 2018 IECC, 2018 supplemental codes and the 2018 International Existing Building Code.
- Building submittal applications for commercial projects requires three (3) complete sets of plans and one (1) of these need to be wet sealed, and one PDF file.
- Plans need to be drawn by a registered Arizona Design professional(s).
- Camp Verde technical amendments to the codes can be found on the Town web site [www.cvaz.org](http://www.cvaz.org) Community Development/Building Safety. Climatic and Geographical criteria can be found there as well.
- Climate zone for Camp Verde under the IECC has been amended from 4B to a 2B zone. All urinals are required to be no water flush or 1 pint flush.
- All work has to be performed by Arizona licensed contractors. A town business license is required for all contractors including subs.
- Building Division is a 'one stop shop' for all applications. Building/Fire Suppression/Drainage/Grading/Civil/Deferred submittals etc. All needed information and plans will be forwarded to the proper agencies. Fire District/Public Works/Zoning/Yavapai County/ADEQ/Environmental etc.

- Per the intergovernmental agreement with the Camp Verde Fire District, the District assists and advises in the interpretation of the Town adopted International Fire Code. No Commercial permit can be issued without Fire District sign off.
- A list of all contractors, including subs to be provided prior to building permit being issued.
- A hard copy of the commercial permit application packet is included with these comments.

Robert L. Foreman  
Building Official  
Town of Camp Verde  
473 S. Main St. Ste 108  
928-554-0050  
[Robert.foreman@campverde.az.gov](mailto:Robert.foreman@campverde.az.gov)

# TOWN OF CAMP VERDE

## Public Works Department



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**To:** Melinda Lee, Planner

**From:** Ron Long, Public Works Director

**Date:** January 03, 2020

**Re:** Review Comments; Verde Commercial RV Storage

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The following comments are for the RV Storage Facility to be located within the Verde Commercial development which is at the Development Review and PAD Final Site Plan stage of the approval process. The plans sheets reviewed are from Larson Associates SP 1.0 & SP01a dated (10-29-2019) and SEC Inc. Civil Site Plan (dated 12-12-2019).

### **SP 1.0 & SP01a**

1. **Drainage;** the runoff generated on site shall be detained and released at the pre-development rate per the Yavapai County Drainage Manual. The drainage improvements shall be addressed in the construction plans.  
Consideration will be given for the drainage from this site to be addressed as part of the overall drainage improvements plans for the Verde Commercial Development. However an interim solution shall be included with this project that will meet the Yavapai County Drainage Manual requirements until the Verde Commercial development is completed.
2. **Utilities;** any utilities installed with this development shall be designed and constructed per the utility provider's standards and to work with any future development within the Verde Commercial development.
3. **Roads and Access;** for the roads to be accepted by the Town as Town roads the design and construction shall be per Town standards. Adequate access to the site shall be provided per the Fire District requirements for emergency service access.

## **Civil Site Plan**

1. The Access Road's temporary termination at the North West entrance including the temporary AB surfaced road to the South East entrance to the site is acceptable with the approval of the Copper Canyon Fire District.

## Exhibit D: Final Site Plans & Exhibits

Large site plan maps will be provided with the paper copy of your staff report for your reference.

Please do not write on these maps and return them to Staff at the end of the meeting. They will be used for the Town Council meeting also.

Thank you for your cooperation!



1 EAST (FRONT) ELEVATION  
SCALE: 1/4"=1'-0"

X-ELEV



2 SOUTH ELEVATION  
SCALE: 1/4"=1'-0"

X-ELEV



3 WEST ELEVATION  
SCALE: 1/4"=1'-0"

X-ELEV



4 NORTH (STREET-SIDE) ELEVATION  
SCALE: 1/4"=1'-0"

X-ELEV