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**AGENDA
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, APRIL 20, 2016 at 6:30 P.M.**

Note: Council member(s) may attend Council Sessions either in person or by telephone, video, or internet conferencing.

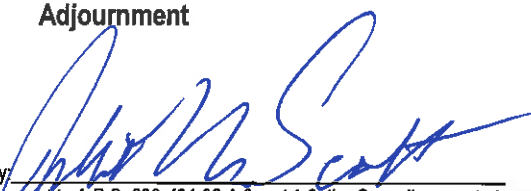
1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
 - a) **Approval of the Minutes:**
 - 1) Regular Session –April 6, 2016
 - 2) Executive Session – March 30, 2016 – Sealed & Confidential
 - 3) Special Session 5:30 p.m. – March 30, 2016
 - 4) Special Session 6:30 p.m. – March 30, 2016
 - 5) Regular Session – March 16, 2016
 - b) **Set Next Meeting, Date and Time:**
 - 1) Friday, April 22, 2016 at 8:00 a.m. Budget Work Session
 - 2) Wednesday, April 27, 2016 at 6:30 p.m. Council Hears Planning & Zoning Matters
 - 3) Wednesday, May 4, 2016 at 6:30 p.m. Regular Session
 - 4) Wednesday, May 11, 2016 at 5:30 p.m. Work Session
 - 5) Friday, May 13, 2016 at 8:00 a.m. Budget Work Session
 - 6) Wednesday, May 18, 2016 at 6:30 p.m. Regular Session
 - 7) Wednesday, May 25, 2016 at 6:30 p.m. Council Hears Planning & Zoning Matters
 - c) **Possible approval of Resolution 2016-964, A Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for consideration the submission by the Marshal's Office for a GOHS (Governor's Office of Highway Safety) Grant in Arizona's 2017 Fiscal Year Highway Safety Plan. The amount of the Grant request will be \$66,043.00 and is a no match Grant for the purchase of 9 in car camera equipment systems, computer server to house video evidence from the camera systems, and overtime to conduct speed enforcement details and DUI enforcement.**
Staff Resource: Marshal Nancy Gardner
 - d) **Possible authorization given to the Mayor to execute ADOT's "Letter of Concurrence" concerning the road improvement project along SR 260 between Cottonwood (mile post 209.06) and Camp Verde (mile post 218.43). . Staff Resource: Ron Long**
5. **Special Announcements and presentations:**
 - **Approve Proclamation declaring May as Building Safety Month**
 - **Approve Proclamation designating April 21, 2016 as PowerTalk 21 Day**
 - **Approve Proclamation designating May 15, 2016, Peace Officer Memorial Day, and the week of May 15, 2016 as Police Week.**
 - **Recognition of the following business**
 - **JP Morgan Chase Bank**
 - **Valentino Commercial Ref**
 - **YESCO LLC**
 - **HMW Holdings LLC**
 - **Quintus Inc.**

6. **Call to the Public for Items not on the Agenda.**
7. **Public Hearing and possible approval of a Series 13 – Farm Winery Liquor License for Valerie Lynn Wood/Heart Wood Cellars LLC. Located at 4626 Old Highway 279-Camp Verde. AZ. Staff Resource: Virginia Jones**
 - **Staff Comments**
 - **Comment from Applicant**
 - **Public Hearing Open**
 - **Public Hearing Closed**
 - **Council Discussion**
8. **Public Hearing and possible approval of a Series 20-Alternating Proprietorship Liquor License for Keenan Maynard James/Caduceus Cellars LLC at 4626 Old Highway 279 Camp Verde, AZ. Staff Resource: Virginia Jones**
 - **Staff Comments**
 - **Comment from Applicant**
 - **Public Hearing Open**
 - **Public Hearing Closed**
 - **Council Discussion**
9. **Discussion, consideration and possible approval of restructuring the job descriptions in the Parks & Recreation Department. Adding the titles of: Parks & Recreation Division Manager, Parks & Recreation Coordination and Parks & Recreation Leader. These positions will replace Parks & Recreation Director, Recreation Supervisor and Special Events Coordinator. Staff Resource: Russ Martin.**
10. **Public Hearing, discussion and possible approval (or denial) of an exception waiver requested by the applicant and owner, John Bassous (Tierra Verde Holdings, LLC) to the Town of Camp Verde Engineering Standards for a rural road section utilizing Standard 512D Requirements (Road Development Standards) for the proposed Castle Heights subdivision as located on assessor parcel 404-18-181E and is adjacent to Arena Del Loma. Staff Resource: Mike Jenkins**
 - **Staff Presentation**
 - **Declare Public Hearing Open**
 - **Call for applicants Statement**
 - **Call for comment from other persons (either in favor or against)**
 - **Call for applicants rebuttal (if appropriate)**
 - **Declare Public Hearing Closed**
 - **Call for Council Discussion (May ask questions of applicant)**
 - **Call for Staff Comments**
 - **Call for Motion**
 - **Call for discussion of motion**
 - **Call for Question**
 - **Announce Action Taken with Finding of Fact**
11. **Public Hearing, discussion and possible approval (or denial) of an exception/waiver requested by the applicant and owner, John Bassous (Tierra Verde Holdings, LLC), to the adequate fire flow requirements for the proposed Castle Heights subdivision as located on assessor parcel number 404-18-181E and is adjacent to Arena Del Loma. Staff Resource: Mike Jenkins**
 - **Staff Presentation**
 - **Declare Public Hearing Open**
 - **Call for applicants Statement**
 - **Call for comment from other persons (either in favor or against)**
 - **Call for applicants rebuttal (if appropriate)**

- Declare Public Hearing Closed
- Call for Council Discussion (May ask questions of applicant)
- Call for Staff Comments
- Call for Motion
- Call for discussion of motion
- Call for Question
- Announce Action Taken with Finding of Fact

12. **Public Hearing, discussion and possible approval of Resolution 2016-956, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona; approving preliminary Plat 20150392 for the purpose of developing the "Castle Heights" subdivision, which is a twelve (12) lot, residential subdivision, located on parcel 404-18-181E, near the intersection of North Arena Del Loma Road and North Montezuma Castle Highway that consists of approximately 20.92 acres. Staff Resource: Mike Jenkins**
- Staff Presentation
 - Declare Public Hearing Open
 - Call for applicants Statement
 - Call for comment from other persons (either in favor or against)
 - Call for applicants rebuttal (if appropriate)
 - Declare Public Hearing Closed
 - Call for Council Discussion (May ask questions of applicant)
 - Call for Staff Comments
 - Call for Motion
 - Call for discussion of motion
 - Call for Question
 - Announce Action Taken with Finding of Fact
13. **Discussion, consideration and possible direction to staff relative to proposed legislation by the 52nd State Legislature during its second regular session that convened on January 11, 2016. Staff Resource: Russ Martin**
14. **Call to the Public for items not on the agenda.**
15. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are Camp Verde Schools Education Foundation; Chamber of Commerce, Intergovernmental Association, NACOG Regional Council, Verde Valley Transportation Planning Organization, Yavapai County Water Advisory Committee, and shopping locally. In addition, individual members may provide brief summaries of current events. The Council will have no discussion or take action on any of these items, except that they may request that the item be placed on a future agenda.
16. **Manager/Staff Report** Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.
17. **Adjournment**

Posted by:



Date/Time:

04.14.16 11:58 AM

Note: Pursuant to A.R.S. §38-431.03.A.2 and A.3, the Council 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.

4.a.1

**DRAFT MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, APRIL 6, 2016 at 6:30 P.M.**

Note: Council member(s) may attend Council Sessions either in person or by telephone, video, or internet conferencing.

1. Call to Order

Mayor German called the meeting to order at 6:30 p.m.

2. Roll Call

Mayor Charles German, Vice Mayor Bruce George, Councilor Robin Whatley, Councilor Brad Gordon, Councilor Carol German, Councilor Jackie Baker, and Councilor Jessie Jones-Murdock were present.

Also Present

Town Manager Russ Martin, Public Works Director Ron Long, Town Clerk Virginia Jones, and Recording Secretary Lynn Riordan.

3. Pledge of Allegiance

Mayor German led the 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 Council requests.

a. Approval of the Minutes:

- Regular Session -March 23, 2016
- Regular Session – March 16, 2016

b. Set Next Meeting, Date and Time:

- Wednesday, April 13, 2016 at 5:30 p.m. Work Session
- Friday, April 15, 2016 at 8:00 a.m. Budget Work Session
- Wednesday, April 20, 2016 at 6:30 p.m. Regular Session
- Friday, April 22, 2016 at 8:00 a.m. Budget Work Session
- Wednesday, April 27, 2016 at 6:30 p.m. Council Hears Planning & Zoning Matters

c. Consideration and possible authorization to execute Amendment No. One of ADOT IGA 13-0000292-SR 260 Industrial Drive Roundabout for the design and construction of a roundabout at the junction of SR-260, Industrial Drive and Goswick Way. Staff Resource: Ron Long

d. Possible authorization for the Mayor to sign the Finnie Flat Road and Montezuma Castle Highway Improvement Project-Design Phase Contract with RICK Engineering Company in the amount of \$100,000.00 Staff Resource: Ron Long

On a motion by Vice Mayor George, seconded by Councilor Whatley, the council unanimously voted to approve the Consent Agenda, excluding item 4.a.2 Approval of the Minutes of Regular Session – March 16, 2016, item 4.c Consideration and possible authorization to execute Amendment No. One of ADOT IGA 13-0000292-SR 260 Industrial Drive Roundabout for the design and construction of a roundabout at the junction of SR-260, Industrial Drive and Goswick Way, and item 4.d Possible authorization for the Mayor to sign the Finnie Flat Road and Montezuma Castle Highway Improvement Project-Design Phase Contract with RICK Engineering Company in the amount of \$100,000.00 at the request of Councilor German.

Councilor German stated an objection to, and addressed concerns regarding, approving the Minutes of the

Regular Session on March 16, 2016. On a **motion** by Vice Councilor German, seconded by Councilor Baker, the council voted (6-1 with Vice Mayor George voting nay) to table approval (postpone approval) of Item 4.a.2 Regular Session Minutes of March 16, 2016 and place it on the next Regular Session Consent Agenda.

On a **motion** by Vice Mayor George, seconded by Councilor Whatley, the council voted (6-1 with Councilor Baker voting nay) to approve item 4.c Consideration and possible authorization to execute Amendment No. One of ADOT IGA 13-0000292-SR 260 Industrial Drive Roundabout for the design and construction of a roundabout at the junction of SR-260, Industrial Drive and Goswick Way, following an updated over-view and explanation provided by Public Works Director Ron Long and Town Manager Russ Martin for the proposed round-about on Highway 260. Mr. Long advised that currently there is more than one option so no final drawings are available, and there is a possibility of private property owners participating (financially) which would reduce public costs. Council Discussion: Councilor Baker stated concerns of serious traffic problems, primarily safety, in that area, and this proposed Amendment does not appear to alleviate all of the traffic problems. Councilor Baker, although she stated appreciation for the time and work the Mr. Long has provided, stated she opposes approval as she does not want to be pushed into something that is not good for the community. Councilor Whatley advised that Hwy 260 is actually ADOT's road and the Amendment is ADOT's improvement plan.

On a **motion** by Vice Mayor George, seconded by Councilor Whatley, the council unanimously voted to approve item 4.d Possible authorization for the Mayor to sign the Finnie Flat Road and Montezuma Castle Highway Improvement Project-Design Phase Contract with RICK Engineering Company in the amount of \$100,000.00, following a brief presentation from Dale Miller, Civil Engineer with RICK Engineering Company. Mr. Miller advised that he personally would oversee this project as the project superintendent and would be available to Town staff, council and residents to address any public safety concerns before and during the project.

5. Special Announcements and presentations:

- **Approve Proclamation-First Wednesday of April – Start by Believing Day**
Proclamation: Mayor German proclaimed the first Wednesday of April as Start by Believing Day
- **Presentation of 2016 first quarter Business Beautification Award to Laid Back – Jim and Sandy Lawson:** Vice Mayor George presented the Town's First, First Quarter 2016 Business Beautification Award to Jim Lawson, Laid Back Jewelry. Mr. Lawson addressed the Council thanked his wife (not present), family and the Town for their recognition.
- **Recognition of the following business**
 - **Parker Construction Ent.**
 - **Bugle**
 - **The Flower Shop**
 - **MHC Willows Community LLC**
 - **The Station**

Mayor German advised that the Town was now recognizing its long term and loyal business owners, noting that some of these businesses were actually in operation prior to the Town's incorporation in 1986. Mayor German presented a "Key to the Town" plaque to Tom Tracy, Bugle (newspaper) in appreciation of his business longevity and loyalty to the Town. Mayor German advised that no representatives were present for Parker Construction, The Flower Shop, MHC Willows Community, or The Station, however their "Key to the Town" plaques would be personally delivered.

6. Call to the Public for Items not on the Agenda.

Luke Jonas, addressed the Mayor and Council advising he was a partner in two downtown businesses and was hosting a live broadcast and raffle on Friday May 6, 2016. Mr. Jonas encouraged downtown businesses to participate stating that this broadcast provides excellent advertisement. A raffle will be held with raffle tickets available to businesses and the public; proceeds from the raffle will benefit the Calvary Chapel youth group. Mr. Jonas provided a hand-out. Mayor German requested the Town Manager and Economic Development Department to contact Mr. Jonas to inquire about the Town participating in this event.

Marie McClue, Camp Verde Senior Center, addressed the Mayor and Council advising the Senior Center is having a "cereal drive" during the month of April. Participation and donations (cereal or money) are greatly appreciated. The closing event will be on April 30, 2016 from 9am to 2 pm. Cereal drop off locations are available throughout the Town.

Steve Goetting, on behalf of the Camp Verde Chamber of Commerce, addressed the Mayor and Council advising the regular Chamber of Commerce meeting is tomorrow, Kurt Haskell from Yavapai College will be speaking with respect to the college small business classes and services. Mr. Goetting encourage attendance by council members and small business owners, and parties desiring to start a new business. Mr. Goetting stated B.J. Davis, Planning and Zoning Commission Chairman, gave a presentation at last month's Chamber of Commerce meeting about the proposed General Plan. Mr. Goetting expressed disappointment with the Wine-Pecan Festival, stating although it was a good event, the wine glasses (for attendees to take home) say Cottonwood on them, not Camp Verde. Mr. Goetting stated no-one approached him, or his business(s), with respect to donating or participating in providing wine glasses for the Wine/Pecan Festival.

7. Presentation and update by Fire Chief Terry Keller regarding the proposed Joint Powers Agreement (contracted merger) to create a new separate legal entity to manager both the Camp Verde and Montezuma Rimrock Fire District.

Terry Kelly, Fire Chief, gave a presentation on the proposed Joint Powers Agreement (JPA) and the current Intergovernmental Agreements (IGA) for providing services to Verde Valley Communities and residents. Mr. Keller provided a brochure that is available to residents and property owners. Mr. Keller stated the Fire Department hosted several community meetings, but few residents have attended. With Proposition 117 limiting the Fire District's income and expenses, JPA's and IGA's are an excellent solutions to sharing resources and saving money. Mr. Keller explained the benefits to the community for the JPA versus merging the fire districts. Council discussion: At the request of council members, Mr. Keller advised that the Fire Districts have saved approximately \$250,000 over the past couple of years through enactment of IGA's, and the savings will be increased through a JPA; a JPA allows for other Verde Valley communities to join the JPA at a later date versus a merge which restricts additional communities to join; coverage for services includes all of Rimrock, Lake Montezuma and Camp Verde, including the Yavapai Apache Nation, and other Verde Valley communities under the IGA; the proposed JPA will be governed by a General Governing Board made up from each districts current Board, however, each district will continue to have its own Governing Board per status quo. Mr. Keller encouraged council support and public attendance and comments at community information and board meetings.

8. Discussion, consideration and possible direction to staff relative to proposed legislation by the 52nd State Legislature during its second regular session that convened on January 11, 2016.

Town Manager Russ Martin stated he had nothing new to report, but will keep the council informed of any new proposed legislation that may affect the Town.

9. Call to the Public for items not on the agenda.

None.

- 10. Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are Camp Verde Fire District, Camp Verde Schools Education Foundation; Chamber of Commerce, Intergovernmental Association, NACOG Regional Council, Verde Valley Transportation Planning Organization, Yavapai County Water Advisory Committee, and shopping locally. In addition, individual members may provide brief summaries of current events. The Council will have no discussion or take action on any of these items, except that they may request that the item be placed on a future agenda.

Councilor Jones-Murdock – stated she attended the opening ceremony for Camp Verde Little League and advised there is substantial community support for parks and recreation.

Councilor Baker - stated she attended the Spring Heritage event and the opening ceremony for "The Wall" Veteran Memorial in Sedona.

Vice Mayor George – stated he had nothing to report.

Councilor Whatley - stated he had nothing to report.

Councilor Gordon - stated he attended the leadership council, "string of pearls" proposed trail maps were discussed.

Councilor German - stated she had nothing to report.

Mayor German - stated he had nothing to report.

- 11. Manager/Staff Report** Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.

Town Manager Russ Martin stated the STEAM Festival would be hosted at the Camp Verde Gym tomorrow, April 7, 2016, and encouraged council members to stop in to view the event and display; History of Soldier's event is this weekend.

Town Clerk Virginia Jones stated the candidate packets are now available in the Clerk's Office.

- 12. Adjournment.** Mayor German, with no objection from Council, pronounced the meeting adjourned at 7:29 p.m.

Charles German, Mayor

Lynn Riordan, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session Mayor and Common Council of the Town Council of Camp Verde, Arizona, held on March 16, 2016. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2016.

Virginia Jones – Town Clerk

4.a.3

**MINUTES
SPECIAL SESSION
EXECUTIVE SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, MARCH 30, 2016 at 5:30 P.M.**

1. Call to Order

Mayor German called the meeting to order at 5:30 p.m.

2. Roll Call

Mayor Charles German, Councilors Bruce George, Brad Gordon, Robin Whatley, and Jessie Jones-Murdock were present. Councilor Baker joined the meeting at 5:31p.m. Councilor Carol German was absent

Also Present

Town Manager Russ Martin and Town Clerk Virginia Jones

3. Pledge of Allegiance

Mayor German led the Pledge of Allegiance

4. Discussion and consultation for legal advice with the Town Attorney or attorneys of the public body pursuant to A.R.S. 38-431.03(A)(3) regarding processing complaints. Staff Resource: Bill Sims and Russ Martin

On a motion by Vice-Mayor George seconded by Councilor Baker, Council voted to adjourn to Executive Session at 5:31 p.m. to discuss items 4 & 6

5. Discussion and consultation with the designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property pursuant to A.R.S. Section 38-431.03(A)(7). Staff Resource Bill Sims & Russ Martin

6. Adjournment

Council reconvened into Special Session at 6:15 p.m. and adjourned the meeting

Charles German, Mayor

Virginia Jones, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Special Session of the Town Council of Camp Verde, Arizona, held on March 30, 2016. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2016.

Virginia Jones, Town Clerk

4.a.4

DRAFT MINUTES
SPECIAL SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, MARCH 30, 2016 at 6:30 P.M.

1. **Call to Order**

Mayor German called the meeting to order at 6:30 pm.

2. **Roll Call**

Mayor Charley German, Vice Mayor Bruce George, Councilors Jackie Baker, Brad Gordon, Jessie Jones-Murdock, and Robin Whatley. .

Councilor Carol German absent.

Also Present: Town Manager Russ Martin, Town Clerk Virginia Jones, Community Development Director Mike Jenkins, Assistant Planner Kendall Welch, Administration Assistant Julie Scott, Planning & Zoning Chairman B.J. Davis, Vice Chairman Dave Freeman, Commissioner Jim Hisrich and Recording Secretary Marie Moore.

3. **Pledge of Allegiance**

Mayor German led the pledge.

4. **Public Hearing, Discussion and possible approval/or Denial of Resolution 2016-959, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending the current General Plan adopted under Resolution 2004-614 and adopting the Town of Camp Verde 2016 General Plan , as prepared by the Planning Agency of the Town of Camp Verde, Arizona; and authorizing the holding of a regular election on Tuesday, August 30, 2016 for the purpose of ratifying the Town of Camp Verde 2016 General Plan, and approving the Ballot Language therefore.**
Staff Resource: Mike Jenkins

On a motion by George, seconded by Gordon, Council unanimously approved Resolution 2016-959, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending the current General Plan adopted under Resolution 2004-614 and adopting the Town of Camp Verde 2016 General Plan , as prepared by the Planning Agency of the Town of Camp Verde, Arizona; and authorizing the holding of a regular election on Tuesday, August 30, 2016 for the purpose of ratifying the Town of Camp Verde 2016 General Plan, and approving the Ballot Language therefore.

Staff Presentation

Community Development Director Mike Jenkins gave an overview and history of the General Plan. Jenkins explained that the Planning & Zoning Department began working on the General Plan in August of 2013 and has held 49 work sessions and 3 joint work sessions with Council as well as received input from the volunteer based subcommittee, which held 33 independent public meetings. Additionally, Chairman Davis led 9 public outreach meetings, one of which was well received by the Yavapai-Apache Nation's Council which pointed out in the General Plan how the Town of Camp Verde will be collaborating with the Nation.

Jenkins pointed out the 10 elements of the Plan and explained although the History and Culture, Housing and Economic Development elements are not required for inclusion by State law; the Commission felt they were important factors to the community.

Jenkins recognized the three Planning and Zoning Commissioners present as well as Jenna Owens, the

prior Assistant Planner for the countless hours of dedication to the completion of the Plan. Jenkins recognized other staff and departments, including Parks & Recreation Director Mike Marshall, Economic Development Director Steve Ayers and the Town Manager for their help. Jenkins expressed that he felt the document is well written, transparent, and comprehensive and represents the Town of Camp Verde well.

Mayor German thanked and acknowledged the Commission members for their hard work and dedicated time put toward the General Plan. The Mayor indicated he spent 3 days reviewing the draft and commended it as an impressive document.

Declare Public Hearing Open

Call for Public Input (either in favor or against)

Planning & Zoning Commissioner Jim Hisrich addressed Council and stated that the process was long but fun. Hisrich acknowledged past Commissioners Howard Parrish and Mike Hough for their participation and stated they brought historical value to the document. Hisrich stated that due consideration was given to the entire document and recommended the Councils approval.

Mayor German asked Town Clerk, Virginia Jones to prepare letters to thank Planning and Zoning Commission members as well as Subcommittee members for their dedication.

Jenna Owens thanked the Planning & Zoning Commissioners for their support and help given to her while she was a staff member. Owens thanked Chairman Davis for his leadership qualities and help and stated she was proud of the document.

Planning & Zoning Chairman Davis conveyed to Council that the process was a team effort with a great group of people. Davis acknowledged previous Commissioners Hough and Parrish for their input to the Plan and acknowledged Jenna Owens and Kendall Welch and indicated that the Plan would not have been completed without those two employees. Davis thanked Community Development Director Mike Jenkins and Recording Secretary Marie Moore for their participation as well as recognized Subcommittee volunteer Cathy Davis and stated that the document reads well due to her value as a great wordsmith. Subcommittee members Tony Gioia and Brenda House were also influential in the process.

Chairman Davis expressed that he wished there had been more input from the public throughout the process and stated that the input from public that was received was reviewed one by one and necessary changes were made accordingly. Davis stated that it is his hope that the document comes across as concise and consistent.

Chairman Davis explained that 9 of the 10 elements were updated from the previous version and the character areas are the most changed, but felt the focus on the different areas was necessary. Davis stated that there is power behind this document and the public can use it to hold the Town of Camp Verde, Staff and Commissioners accountable for its contents and encouraged the public to do so

Planning & Zoning Commissioner Dave Freeman acquiesced with the previous Commissioners statements and expressed his approval of the clarity, ease of reading and warm appeal of the document. He felt the Plan is a wonderful introduction to the way the Town of Camp Verde is and plans to be.

Councilor Baker indicated that she was unable to attend the public meetings and questioned Chairman Davis on his opinion of the public participation and representation of the Character Area's. Chairman Davis stated that the meetings had typically 5-6 citizens attend and comment. Davis also pointed out the Star Chart used as a good tool for the public to use in the process. Davis stated that the citizens that did attend were able to voice their concerns and those matters were addressed appropriately and it is his hope that the

public was able to leave with information about the document to share with others not in attendance.

Councilor Baker questioned why the statement clarifying State Trust Land was recommended by staff for inclusion, but ultimately was not put in the document, as she felt it was a good statement that described State Trust Lands well.

Chairman Davis explained that throughout the document, consistency was sought after and it was decided by the Commission that if there were a State regulation or law that defined something, then it would not be included in the General Plan as it was not germane and the information was available to the public elsewhere.

Councilor Baker questioned how much State Trust Land was within the Camp Verde boundaries. Assistant Planner Kendall Welch clarified for Council that although Staff recommended the statement be included, it was only meant that it would not hurt the document to have it included or not and was added to appease the request of the State Land Department. Welch informed Council that there are 1,742 acres of State Trust Land within the Camp Verde boundary, which is 6.44%, and the information can be found on Page 22 in table 3.1 of the General Plan.

Councilor Baker questioned the placement of Woodcutter Trail in the document. Welch explained that there were a number of trails requested to be included in the document and Staff determined the trail did not fall within certain areas. Chairman Davis specified that the General Plan includes the 2004 trails map and currently Tony Gioia is working on converting the map to a digital format with updated information from Coconino and Prescott National Forests. The new version should be finalized before the plan is adopted but will be brought before Council for approval before it is included.

Declare Public Hearing Closed

Call for Council Discussion

Vice Mayor George indicated that he had attended some meetings and enjoyed how Chairman Davis conduct meetings. George commended the commission on their tenacity to wordsmith the General Plan and expressed he was impressed with the Commissioners as a whole.

Councilor Gordon thanked Commission members and volunteers who put the document together and stated this was one of the best General Plans he has ever read. Gordon stated he wished the public would have participated in the document and feels that if the citizens have an issue with it; they should have attended at least one of the 91 public meetings held. Gordon stated that it is a great document and commended Commissions for their hard work.

Councilor Whatley acknowledged the process as a monumental undertaking, and expressed her appreciation for the organization of it. Whatley stated thanked Staff and Commission for the meetings held and indicated that she attended a Saturday meeting, which had food and beverage accommodations for the public. Whatley commended the dedication and seriousness put into the process and stated that the next Commission in 10 years will not have much work to do, due to the foundation laid now.

Councilor Jones-Murdock expressed her thanks to the Commission and Staff.

Call for Staff Comments

Community Development Director Mike Jenkins reminded Council that the State Law requires a 2/3 vote from Council for approval.

Call for Motion

On a motion by George, seconded by Gordon, Council unanimously approved Resolution 2016-959, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending the current General Plan adopted under Resolution 2004-614 and adopting the Town of Camp Verde 2016 General Plan , as prepared by the Planning Agency of the Town of Camp Verde, Arizona; and authorizing the holding of a regular election on Tuesday, August 30, 2016 for the purpose of ratifying the Town of Camp Verde 2016 General Plan, and approving the Ballot Language therefore.

Call for Discussion of Motion

Councilor Baker clarified that all public comments have been incorporated into the document and at this point no more changes would be made. Community Development Director Mike Jenkins indicated that was correct. Planning & Zoning Chairman Davis clarified to Council that all comments received were responded to, but not all were included in the document.

Call for Question

Council unanimously passed the motion.

5. **Adjournment**

The meeting adjourned at 7:06 pm.

Charles German, Mayor

Marie Moore, Recording Secretary

Certification

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Special Session Council Meeting of the Town of Camp Verde, Arizona, held on March 30, 2016. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2016.

Virginia Jones, Town Clerk

4.a.5

**MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, MARCH 16, 2016 at 6:30 P.M.**

Note: Council member(s) may attend Council Sessions either in person or by telephone, video, or internet conferencing.

1. Call to Order

Mayor German called the meeting to order at 6:30 p.m.

2. Roll Call

Mayor Charles German, Vice Mayor Bruce George, Councilor Robin Whatley, Councilor Jackie Baker, and Councilor Jessie Jones-Murdock were present. Councilor Brad Gordon and Councilor Carol German were absent.

Also Present

Marshall Nancy Gardner, Town Clerk Virginia Jones, and Recording Secretary Lynn Riordan.

3. Pledge of Allegiance

Mayor German led the 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 Council requests.

a. Approval of the Minutes:

- Regular Session – January 27, 2016
- Regular Session – March 2, 2016
- Executive Session – March 9, 2016 (recorded)

b. Set Next Meeting, Date and Time:

- Wednesday, March 23, 2016 at 6:30 p.m. Council Hears Planning & Zoning Matters
- Wednesday, March 30, 2016 at 6:30 p.m.
- Wednesday, April 6, 2016 at 6:30 p.m. Regular Session
- Wednesday, April 13, 2016 at 5:30 p.m. Work Session
- Wednesday, April 20, 2016 at 6:30 p.m. Regular Session
- Wednesday, April 27, 2016 at 6:30 p.m. Council Hears Planning & Zoning Matters

On a **motion** by Vice Mayor George, seconded by Councilor Baker, the council unanimously voted to approve the Consent Agenda, excluding item 4.a.2 Approval of the Minutes of Regular Session – March 2, 2016 at the request of Vice Mayor George.

Vice Mayor George stated an objection to, and addressed concerns regarding, the statement of Councilor German attached to the Minutes of the March 2, 2016 Regular Session. Vice Mayor George read a statement, attached hereto. After discussion, the council acknowledged that Minutes are a summary of statements and actions that occurred or were addressed. The council requested the Town Clerk to review the audio/video of the March 2, 2016 meeting and determine accuracy of the Minutes prior to the next Regular Session.

On a **motion** by Vice Mayor George, seconded by Councilor Whatley, the council unanimously voted to table approval of Item 4.a.2 Regular Session Minutes of March 2, 2016 and place it on the next Regular Session Consent Agenda.

5. Special Announcements and presentations:

- Proclamation Designating March 30, 2016 as Vietnam Veterans Remembrance Day
- Proclamation Declaring April as Fair Housing Month

- Proclamation Declaring April 10-16, 2016 as National Library Week
- Proclamation Declaring April 10-16, 2016 as National Volunteer Week
- Proclamation Declaring April 2, -8, 2016 as SciTech STEM Week
- Proclamation Declaring April as "Go Blue for CASA" Month
- Proclamation Declaring April as RiverFest Month
- Recognition of the following business:
 - M D McCarter Photo Collection
 - Verde Café
 - Verde Lakes Water Corporation
 - Bullard Construction Co
 - Kovacovich, Inc.

Proclamation: Mayor German proclaimed **March 30, 2016 as Vietnam Veterans Remembrance Day**, and thanked John McDowell for his service. Mr. McDowell expressed gratitude for the Town and Camp Verde Marshal's Office support. Mayor German proclaimed **April as Fair Housing Month, April 10-16, 2016 as National Library Week, April 10-16 as National Volunteer Week, April 2-8, 2016 as SciTech STEM Week, April as "Go Blue for CASA" Month, and April as RiverFest Month.**

Presentations: Mayor German advised the Town had, for a long time, wanted to recognize and show appreciation to its long term and loyal business owners, noting that some of these businesses were actually in operation prior to the Town's incorporation in 1986. Mayor German presented M. D. McCarter – M D McCarter Photo Collection License # 35, Shirley Brinkman representing Allen Williams – Verde Lake Water Corporation License #48 and Stan Bullard – Bullard Construction Company License #54, with a "Key to the Town" plaque. Mayor German stated acknowledgment of Steven Killingstad – Verde Café License # 42 and Bob Kovacovich – Kovacovich, Inc. License # 60. Mr. Killingstad and Mr. Kovacovich were not present.

6. Call to the Public for Items not on the Agenda.

Marie McClue, Camp Verde Senior Center, addressed the Mayor and Council advising that the Meals on Wheels fund raiser will be held this Saturday, March 19, 2016 starting at 9 am in Camp Verde (registration at 8 am) – Gazebo (in conjunction with Cottonwood and Clarkdale). Volunteers, pledges and donations are welcome.

Bobbie Tennant addressed the Mayor and Council advising the Pecan and Wine Festival is also this weekend starting at 10 am on Saturday, and the River Run is also on Saturday at 9 am, with registration at 8:00 a.m. Ms. Tennant encouraged participation by council, staff and the public.

7. Public Hearing and Possible approval of Series 10 Beer and Wine Liquor License Application for Good 2 Go Stores-Jodi Lynn Vernovas at 1897 W Pueblo Ridge Road, Suite A in Camp Verde, AZ 86322 Staff Resource: Virginia Jones

Town Clerk, Virginia Jones, advised the Mayor and Council that the application for the Series 10 Beer and Wine Liquor License by Good 2 Go Stores has been posted/notice as required by law. The Town did not receive any comments (for or against). Christine Roeske, manager, was present to address any questions by the council or the public.

Mayor German declared the Public Hearing open on the application for the Liquor License. As there was no public comment or questions, Mayor German declared the Public Hearing closed.
Council discussion: None

On a motion by Vice Mayor George, seconded by Councilor Jones-Murdock, the council unanimously voted to approve the application for the Series 10 Beer and Wine Liquor License for Good 2 Go Stores – Jodi Lynn Vernovas at 1897 W Pueblo Ridge Road, Suite A in Camp Verde. AZ. 86322.

8. **Discussion, consideration and possible direction to staff relative to proposed legislation by the 52nd State Legislature during its second regular session that convened on January 11, 2016.**

Mayor German stated he received a telephone call (message) from the Governor regarding Proposition 123 (Education), stating the Governor was requesting support of Proposition 123 and acknowledging that Proposition 123 is not perfect and will not be a "cure-all" for elementary education, but will, in some capacity, benefit Arizona education and residents without raising taxes

9. **Call to the Public for items not on the agenda.**
None.

10. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are Camp Verde Fire District, Camp Verde Schools Education Foundation; Chamber of Commerce, Intergovernmental Association, NACOG Regional Council, Verde Valley Transportation Planning Organization, Yavapai County Water Advisory Committee, and shopping locally. In addition, individual members may provide brief summaries of current events. The Council will have no discussion or take action on any of these items, except that they may request that the item be placed on a future agenda.

Councilor Jones-Murdock – stated she attended the Camp Verde Marshal's Office Awards Banquet and stated thanks for, and acknowledgment of, the excellent service that CVMO Officers and staff provide for the community and visitors.

Councilor Baker - stated she also attended the Camp Verde Marshal's Office CVMO Awards Banquet and stated that the staff and officers are not thanked often enough - they do a great job. Councilor Baker stated acknowledgment and thanks to the Sponsors for the CVMO Awards Banquet: As provided by Marshall Gardner, the Sponsors were:

- Bassous Construction
- Home Depot (Cottonwood)
- Arizona Stronghold Winery
- Rain Tunnel
- Skaggs
- Verde Canyon Rail Road
- Juniper Resort
- Pink Jeep Tours
- Verde Santa Fe Golf Club
- Blazin' M Ranch
- Copper Star Shooting Range
- Horse Adventure, Sedona
- Bullets & More
- Tractor Supply Store, Cottonwood
- Harkins Theater
- Blue Line
- Don Steinmetz (Talent & Comedian)
- Cliff Castle Casino

Marshall Gardner stated these are just a few that made the evening possible. There was over 120 attendees. It was a packed room and CVMO greatly appreciated the families, friends and supporters who took the time out of their schedules to share the evening, and thanked the council for their continued support of CVMO.

Vice Mayor George - stated he also attended the CVMO Awards Banquet and stated he would be attending and participating in the Meals on Wheels walk this Saturday.

Councilor Whatley - stated she also attended the CVMO Awards Banquet and stated it was good to recognize our Officers; Camp Verde is recognized as one of the safest cities in Arizona – CVMO is doing a great job. Councilor Whatley also advised that the International Archeological Film Festival is also this weekend at the Art Center.

11. **Manager/Staff Report** Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.

None.

Adjournment. Mayor German, with no objection from Council, pronounced the meeting adjourned at 7:02 p.m.

Charles German, Mayor

Lynn Riordan, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session Mayor and Common Council of the Town Council of Camp Verde, Arizona, held on March 16, 2016. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2016.

Virginia Jones-Town Clerk

attach to minutes 3-16-16

*handal out by Bruce Geary
Consent agenda*

Councilor German requested an addendum be included with the March 2nd minutes and I would like to respond to what I feel is an inaccurate statement that she made in it.

"So my question, why are we spending time, money, and energy on this issue; and why would we even consider changing or altering the Town Code when there has not been a demonstrated abuse or problem with the Code."

In reading through the Lieberman Report that cost the Town over \$20 thousand dollars it is clear that the attorney council interaction needs revision. Page 41 and 44 make this very clear. (see attached)

In the Memo from Russ Martin on January 2, 2015, it refers to items 2 d and e that directly address the issue of attorney conduct with our council and our need to have meetings to update how our interactions should be conducted. This also costs the Town money in staff time as well as the need to have our attorney review any changes to our Town Code.

Again during the September 2, 2015 meeting Councilor Baker referred to her "several calls to Bill Sims recently" and again the rest of council had no idea what the issues were about.

I feel these examples demonstrate the need for updating our policies with regard to our Town Attorney. When the council has been "left in the dark" about things going on that only one or two of us know about it has been disastrous to council as a whole and has cost us thousands of dollars in legal fees.

conflict, between self-interest and our duty to the Town, to the persons served by the Town and to the general public.

1-2-1 Performance of Duties

(D) Employees shall perform their duties impartially in a manner consistent with the law and public interest, unswayed by kinship, position, partisan interests, public pressure, or fear of criticism or reprisal.

VI. MISCELLANEOUS MATTERS

A. Town Attorney

A few Councilmembers expressed concern that the Town Attorney, Mr. Sims, is close friends and aligned with Councilmember German and Vice Mayor Baker. Two Councilmembers raised a concern that when the Complaint was made, Bill Sims said, "I need to speak with Jackie." They feel he does not equally represent them.

Others remarked on the fact that it is expensive to use him for advice, and suggested the Manager be consulted first, or that a form be filled out regarding the need for advice on a topic. One Councilmember suggested that, although it would increase expense, Council meetings may run more smoothly if the Town Attorney was present for every meeting.

One councilmember suggested that each time a Councilmember calls the Town Attorney, this should be reported to the rest of Council with the subject matter of the report.

B. Divisive Council Meetings

The Mayor and others expressed a frustration with Carol German, noting that if she does not like the outcome of a Council decision, she will engage citizens to come to Council meetings and voice their opposition. The alternative which would be less divisive is put something on an agenda, or voice an alternative at the Council meeting, or move to strike a line item in the budget, but if she does not do this, she should be willing to accept the action and move on. Councilmember German does not feel that she hangs on to issues.

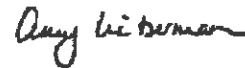
Councilmember Jesse Jones noted that the body language during Council meetings is problematic. Carol and Jackie roll their eyes, and huff. There is similar language with Robin Whatley towards Carol German and Jackie Baker.

Councilmember Whatley's perception is that Carol German does not like Russ Martin or anyone who does not toe the line as she wishes. Ms. Whatley is not afraid of Ms. German

- H. For the purposes of transparency, Council should consider whether their individual inquiries of the Town Attorney should be reported to the rest of counsel with respect to the subject matter.
- I. For the purposes of transparency, the Clerk's office should consider whether to keep a log of all public records requests, whether in writing or verbally. If more than nominal amount of time will be spent, a log of time can be kept.

This concludes the Report. Thank you for the opportunity to be of service.

Respectfully submitted,



Amy L. Lieberman

4.c



Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: April 20, 2016

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

Requesting Department: Marshal's Office

Staff Resource/Contact Person: Marshal Nancy Gardner

Agenda Title (be exact):

A resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for consideration for the submission by the Marshal's Office for a GOHS Grant, in Arizona's 2017 fiscal year Highway Safety Plan. The amount of the Grant request will be \$66,043.00 and is a no match Grant for the purchase of 9 in-car camera equipment systems, computer server to house video evidence from the camera systems, and overtime to conduct speed enforcement details and DUI enforcement.

List Attached Documents: GOHS Grant application

Estimated Presentation Time:

Estimated Discussion Time:

Reviews Completed by:

Department Head: Town Attorney Comments:

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

Fiscal Impact:

Budget Code: _____ **Amount Remaining:** _____

Comments:

Background Information:

The Marshal's Office plans to submit a grant application to the Governor's Office of Highway Safety in the amount of \$66,043.00 for the "2017" fiscal year. The goal is to continue to combine efforts with surrounding agencies and the GOHS to reduce accidents, save lives and remove impaired drivers from the road. The equipment will provide adequate tools for CVMO to thoroughly complete their investigations and to prepare cases for court purposes. Funding for the equipment would be contingent upon approval of the grant by GOHS.

Recommended Action (Motion): Instructions to the Clerk: (Suggested Motion): Approve Resolution 2016-964 a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, pertaining to the submission of projects for consideration in Arizona's 2017 fiscal year Highway Safety Plan. Make 2 copies of signed resolution and forward to the Marshal's Office.



RESOLUTION 2016-964

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL
OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA,
FOR CONSIDERATION THE SUBMISSION BY THE
MARSHAL'S OFFICE FOR A GOHS GRANT
IN ARIZONA'S 2017 FISCAL YEAR HIGHWAY SAFETY PLAN:**

WHEREAS, The Governor's Office of Highway Safety (GOHS) is seeking proposals from state and local agencies for projects relating to all aspects of highway safety; and

WHEREAS, the Town of Camp Verde, through the Camp Verde Marshal's Office, is interested in submitting projects to be considered for funding in the form of reimbursable grants from the Governor's Office of National Highway Traffic Safety Administration;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Common Council of the Town of Camp Verde, Arizona as follows:

1. THAT approval of the submission of projects for consideration in Arizona's 2017 fiscal year Highway Safety Plan is granted.
2. THAT Town Marshal Nancy Gardner is appointed agent for the Town of Camp Verde, to conduct all negotiations and to execute and submit all documents and any other necessary or desirable instruments in connection with such grant.

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona on the 20th day of April 2016.

Charles German, Mayor

Date: _____

Attest:

Approved as to form:

Jones Virginia, Town Clerk

Town Attorney

Cover Page

Project Title Camp Verde Traffic and DUI Enforcement

Total Grant Funding Requested \$66,043.00

Total ERE Percentage 40

Agency Name: Camp Verde Marshal's Office
Contact Information: 646 South First St.
Camp Verde, AZ 86322
Phone: 9285676621
Fax: 9285676238

Governmental Unit: Town of Camp Verde
Address: 473 S. Main Street, Camp Verde, Az 86322

Project Director: Nancy Gardner
Contact Information: Town Marshal
646 S 1st Street
Camp Verde, AZ 86322
Phone: (928) 567-6621
Fax: (928) 567-6238
E-mail: nancy.gardner@campverde.az.gov

Project Administrator: Jacqui MacConnell
Contact Information: Commander
646 S. 1st Street
Camp Verde, AZ 86322
Phone: (928) 554-8304
E-mail: jacquelyn.macconnell@campverde.az.gov

Fiscal/Financial Contact: Jacqui MacConnell
Contact Information: Commander
646 S. 1st Street
Camp Verde, AZ 86322
Phone: (928) 554-8304
E-mail: jacquelyn.macconnell@campverde.az.gov

Please upload a cover letter addressed to the Director of the Governor's Office of Highway Safety on agency letterhead. This cover letter **must** be signed by a representative of your agency authorized to commit your agency to conduct the grant should it be approved for funding.

Any proposal received without a cover letter will not be considered for funding by GOHS.

http://egrants.azgohs.gov/_Upload/19723-LetterfromtheMarshal.pdf

Cover Page

For GOHS Office use only

Total Proposal

Jurisdiction

Select the Type of Jurisdiction:

Town

Select the Type of Agency:

Law Enforcement

Fire Department / District

Non-Profit / Other

Select the County Served:

Yavapai County

 Proposal Summary

Proposal Summary:

Please include a summary of funding requested by program area (Alcohol, Aggressive Driving, Occupant Protection etc...).

The funding requested in this grant will be for:

Speed enforcement details - overtime

The Camp Verde Marshal's Office is requesting funds for overtime to conduct specific speed enforcement details, including enforcement details in and around our local schools and areas that are associated with numerous accidents. Speed violations are a concern over DUIs in Camp Verde and we are therefore requesting the majority of overtime be allotted for these enforcement details.

DUI enforcement details - overtime

Although DUIs are not the primary concern between speed enforcement and DUI enforcement, they do occur in Camp Verde and it is important to remind our community that we will conduct DUI enforcement details. The Town of Camp Verde does not have any "bars". We do have establishments that serve alcohol but their primary business is food. Since the bars have disappeared from Camp Verde, the DUI problem has diminished immensely. We do have the Cliff Castle Casino very near to our jurisdiction and DUI enforcement in and around that location is often fruitful.

The Camp Verde Marshal's Office participates in and organizes DUI enforcement task forces, including holiday enforcement. We will continue to participate in these multi-jurisdictional task force operations, impacting not only Camp Verde but the entire Verde Valley.

In-Car camera system

The Camp Verde Marshal's Office has been purchasing Tahoes for our fleet. We currently have 9 Tahoes that do not have in-car camera systems. In-car camera systems obviously strengthen our cases when pulling vehicles over for violations. With an in-car camera system, the likelihood of successful prosecutions will increase. Unfortunately, with current technology, it is no longer as easy as just purchasing cameras. Due to the fact our current server is so old it cannot be upgraded, we would need to purchase a server for the cameras as well. It should be noted that the in-car camera system / server we are looking at is compatible with our current on-officer cameras.

Background/Problem:

Provide general characteristics of the agency, including information on population, demographics, and a description of streets and highways in the agency's jurisdiction including road mileage.

The Town of Camp Verde is located in Yavapai County, has an approximately population of 11,000 and covers approximately 42 square miles. We are mostly rural. We have approximately 6 schools in the Town. I-17 divides Camp Verde and State Route 260 runs through our jurisdiction for approximately 20 miles. In addition to needing to police our own citizenry, we have many historic sites here so between people coming to Camp Verde to visit these sites (approximately one million visitors a year) and others using our major thoroughfares to drive through town enroute to other locations (the 260 leads to Cottonwood, Clarkdale, Jerome, Sedona and the scenic route to Flagstaff to the west/north; to the east/south the 260 leads to Strawberry, Pine, Happy Jack), we have many opportunities to conduct speed and/or DUI enforcement.

That being said, the department currently only has 19 sworn officers (including the Marshal, the Commander, the Sergeants and the Deputies). With manpower being a challenge, at the MOST, we have 1 sergeant and 3 deputies on the street at one time. Only 1 of our 4 squads has that manpower. The usual is 1 sergeant and only 2 deputies. Keep in mind, this is if everyone shows up to work and does not take into account vacation, sick or FMLA time taken by employees. That being said, being able to conduct proactive enforcement during any given shift is greatly limited as the priority is answering calls for service. With extra funding for these details, we

Proposal Summary

can ensure that we are conducting appropriate details in order to curb traffic offenses in our jurisdiction.

Problem Statement:

What problem is your agency looking to solve with this grant? Provide appropriate data to support funding. With the award of this grant we can increase our traffic enforcement, prevention details and create positive outcomes for our community. We will have deputies visit community groups and schools to educate reference traffic safety and DUI prevention. With our limited personnel, we have created a traffic unit by becoming intoxilizer certified, radar certified, DRE certified and phlebotomist certified. We even have a motor officer. This past year we were able to pay for the overtime for several officers to work multi-agency task forces and saturation patrols. This resulted in numerous citations and several impaired drivers being removed from the streets. For calendar year 2015 we conducted a total of 23 speed and/or DUI enforcement programs that led to 102 citations, 248 warnings and 15 DUI arrests. Without the money that was awarded to us by GOHS, we would not have been able to conduct enforcement to the extent that we did. CVMO conducted our first check points in FY2015 and continued to conduct them in FY2016.

If you have additional information, please upload:

Attempts to Solve Problem

Attempts to Solve Problem:

Identify past attempts to solve the problem identified in your proposal.

The Camp Verde Marshal's Office has been committed to traffic and DUI enforcement with our limited personnel, to the extent that we have created a "Traffic Unit" wherein a supervisor oversees our traffic enforcement programs. We have a Motor Officer and we have one Drug Recognition Expert. In the next year we anticipate having one phlebotomist as well. This Traffic Unit has become effective in enforcement, education and awareness in our community. In 2014 we implemented the use of DUI check points in our enforcement efforts. We continued those efforts into 2015 and will use the tactic again in 2016.

Reference in-car cameras, the Marshal's Office purchased in-car camera systems for some of our vehicles in the past but many of the units have since become inoperable and are no longer supported or warranted by the company. The department has not had the budget to purchase replacement cameras or new cameras.

Reference what we have done to solve the problem, given our limited manpower of a small agency and our limited budget, we have been committed to supporting traffic enforcement aside from grant funding because we recognize the important of general traffic enforcement in our community. Regardless of grant funding, we will continue to be dedicated to traffic enforcement in Camp Verde.

Project Objectives, Methods of Procedure, Performance Measures: Project 1

Title: Project 1

Objectives of the projects in your proposal should follow the SMART method. They should be:

S = Specific

M = Measurable

A = Action-Oriented

R = Realistic

T = Time-Framed

Project Objectives:

The project objectives should be stated in measurable terms directly related to the identified problem, concise and deal with a specific item, realistic, with a reasonable probability of achievement and related to a specific time frame.

Upon receiving grant funding, we will purchase and subsequently implement the in-car camera systems.

The camera systems will assist with increased successful prosecution of traffic offenses in vehicles that have the in-car camera system.

Our objective will be to increase our traffic enforcement school zones, residential areas and along areas known for high speeds (260, Salt Mine Road, etc.) thus making our roads safer for our community and those passing through.

Our objective will be to continue to participate in multi-agency task force operations for both DUI and speed enforcement.

Method of Procedure:

Detail how your agency will solve the problem and meet the objectives you have set.

With the in-car camera system and updated hardware / server, the officers' in-car cameras would automatically download as they pull into the station. This will alleviate them having to dismount the unit and manually download the camera footage. In addition, the package we have quoted will include redaction software which will limit the liability of the department in releasing footage for both court purposes and public records requests. That being said, we will have video footage of the traffic violations in addition to our contact with the drivers, which will help enhance prosecution traffic offenses cited.

With the grant funding, we will be able to have increased visibility in our neighborhoods, school areas and major roadways and increase our enforcement efforts in those areas. The increased enforcement and visibility will make the roads safer for our children, our community overall and those passing through Camp Verde enroute to another destination.

With the grant funding, Camp Verde will continue to participate in multi-agency task force operations for both DUI and speed enforcement. These task force operations demonstrate to the Verde Valley the cooperation that we have with our local partners and increase awareness of the fact that law enforcement in the Verde Valley take DUI and other traffic offenses seriously.

Performance Measures:

Establish measurable goals for your proposal. Example: "To decrease alcohol related fatalities 10% from the 2012 base year average of 250 to 225 by September 30, 2017." "To increase DUI arrests 10% above the 2008 base year average of 5,000 to 5,500 by September 30, 2017."

Project Objectives, Methods of Procedure, Performance Measures: Project 1

Your agency should enumerate the objectives of the project in this section. Example: "To participate in 4 DUI Task Forces by September 30, 2017." "To participate in 8 speed enforcement details by September 30, 2017."

We will begin tracking prosecutions of citations or arrests conducted by officers driving vehicles with in-car cameras to ascertain if the videos are increasing successful prosecutions of these offenders.

We will increase the number of School Zone and residential enforcement details and will individually track these numbers (as we have not done so in the past). We will make a minimum of 50 contacts in this grant year for offenses conducted in a school zone or in a residential neighborhood.

We will conduct or participate in a minimum of 3 multi-agency DUI task force operations.

We will conduct at least 9 speed enforcement details within the grant year. Either by ourselves or with other agencies.

Traffic Data Summary - Law Enforcement

Please include the following traffic data to support the identified problem in your proposal:

Description	(If Available)		
	2015	2014	2013
Sober Designated Drivers Contacted	197	7	3
TOTAL DUI ARRESTS	35	39	87
Aggravated DUI Arrests	13	21	47
Misdemeanor DUI Arrests	22	18	40
Extreme DUI Arrests (.15+)	13	4	9
DUI-Drug Arrests	7	0	5
DRE Evaluations	3	0	0
Under 21 DUI Arrests	1	0	5
Minor Consumption / Possession Arrests	0	5	23
TOTAL AGENCY	699	940	1001
CITATIONS			
Criminal Speed Citations	15	3	4
Aggressive Driving Citations	17	17	0
Civil Speed Citations	311	94	479
Other Citations(Except Speed)	340	157	497
Child Restraint Citations	7	3	5
Seat Belt Citations	9	2	16

Personnel Services

Description

Personnel Services:

Employee Related Expenses:

Description	Requested Amount	ERE %	ERE Amount	Overtime Amount
Overtime to participate in speed reduction details associated with high accident areas, school zones and residential areas.	\$8,000	40%	\$2,286	\$5,714
Overtime to participate in extra DUI enforcement including check points and task force operations	\$4,000	40%	\$1,143	\$2,857
		%	\$0	\$0
		%	\$0	\$0
		%	\$0	\$0
		%	\$0	\$0
		%	\$0	\$0
		%	\$0	\$0
		%	\$0	\$0
		%	\$0	\$0
Total:	\$12,000		\$3,429	\$8,571

Professional and Outside Services

Description
N/A

Description	Amount
-------------	--------

Total \$0

Highway Safety FY2017

Organization: Camp Verde Marshal's Office

HS-FY2017-Camp Verde Marshal's Offi-00201

Travel

Description

N/A

Travel In-State:

Description	Transportation	Lodging	Per Diem	Misc	Amount
					\$0
					\$0
					\$0
					\$0
					\$0
					\$0
Total:					\$0

Travel Out-of-State:

Description	Transportation	Lodging	Per Diem	Misc	Amount
					\$0
					\$0
					\$0
					\$0
					\$0
					\$0
Total:					\$0

Materials and Supplies

Description
N/A

Description	Quantity	Price Per Unit	Tax	Shipping	Amount
					\$0
					\$0
					\$0
					\$0
					\$0
					\$0
					\$0
					\$0
					\$0
					\$0
Total					\$0

Capital Outlay

Description

The below quote is for a total of 9 vehicles to be fully equipped with in-car camera systems. This quote includes the hardware, the server and the redaction software. This quote is for an HD system. With today's technological advancements, it is not just possible to purchase cameras without having someplace to download them. Our current server is so old that we can no longer update it and so old that new technology, like these in-car cameras, are not compatible with it. Therefore, we are required to purchase a new server or pay someone for server space. In addition, this quote includes the price to have the technology that will allow for the cameras to download as soon as the deputies pull into our parking lot. IT SHOULD BE NOTED THAT WE CAN TAKE PARTIAL FUNDING FOR THE IN-CAR CAMERAS BUT REGARDLESS WILL NEED TO UPGRADE THE SERVER.

Description	Quantity	Price Per Unit	Tax	Shipping	Amount
4 new L3 in-car cameras	4	\$4,885.50			\$19,542
4 collision sensors (triggers flashback DVR into Record Mode in the event of a collision)	4	\$178.20			\$713
Replacement cameras for our current dated cameras	5	\$3,145.50			\$15,728
Cable Kit, flashback HD DVR-Center Console, overhead, for replacement cameras	5	\$175.50			\$878
Antenna, dome, wifi/wifi/gps magnetic mount for replacement cameras	5	\$178.20			\$891
Server - Dell Power Edge Intel. Dual Quad Core Rack with storage, monitor, keyboard, mouse, 4 ethernet ports, USB card reader, Dell Power Connect 2808, and 2 ethernet patch cables. 10TB storage.	1	\$8,221.50			\$8,222
DVD Back-up Robot with attached workstation	1	\$3,595.50			\$3,596
Kit, Indoor AP-802 (allows for cameras to download as they pull into the station)	2	\$674.10			\$1,348
OS/DES SWR Installation on EOL Servers & Data Migration	1	\$750.00			\$750

Highway Safety FY2017

Organization: Camp Verde Marshal's Office

HS-FY2017-Camp Verde Marshal's Offi-00201

Capital Outlay

On Site professional services		1	\$2,125.00	\$250.00	\$2,375
	Total				\$54,043

Total Estimated Cost

Budget Item	Amount	
Personnel Services	\$8,571	
Employee Related Expenses	\$3,429	40.01%
Professional and Outside Services	\$0	
Travel In-State	\$0	
Travel Out-of-State	\$0	
Materials and Supplies	\$0	
Capital Outlay	\$54,043	
Total Estimated Cost	\$66,043	

Attachments

Attachments

A resolution from your agency's board of supervisors or city/town council will be included in this section.

Upload any additional supplemental material below.

http://egrants.azgohs.gov/_Upload/20472-2015DUI-STEPStats.xlsx



4.d

Town of Camp Verde



Agenda Item Submission Form – Section I

Meeting Date: April 20, 2016

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

Requesting Department: Public Works

Staff Resource/Contact Person: Ron Long

Agenda Title (be exact): Consideration and possible authorization given to the Mayor to execute ADOT's "Letter of Concurrence" concerning the road improvement project along SR 260 between Cottonwood (mile post 209.06) and Camp Verde (mile post 218.43).

List Attached Documents: Letter of Concurrence (6 pages)

Estimated Presentation Time: 5 Minutes

Estimated Discussion Time: 5 Minutes

Reviews Completed by: N/A

Department Head:
 Town Attorney Comments: Approved As To Form

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

Fiscal Impact: **Budget Code:** _____ **Amount Remaining:** _____

Comments:

Background Information:

Current IGA: IGA/JPA 14-0004471 – this agreement between ADOT and the Town is for the widening of SR-260 from I-17 to Thousand Trails Rd.

Because the project will receive Federal funding, it is subject to Section 106 review. Section 106, part of the National Historic Preservation Act of 1966 (NHPA), mandates consideration of historic preservation when federal funds are involved with the project.

A previous Class III Survey Report in 2014, defined the area of potential effects (APE) which resulted in a determination of "no adverse effect". The APE has been expanded to include a temporary construction easement (TCE) and four new parcels of land for acquisition by ADOT because they would have been precluded from highway access as a result of the road improvements (refer to the attached letter, figures 1, 2 & 3)

Three of the new parcels planned for acquisition and the TCE were previously investigated in 1988, as a result of the survey, corresponding comments and review FHWA recommends that no re-survey of the three parcels and the TCE is warranted.

A majority of the fourth parcel planned for acquisition was investigated by a cultural resources survey in 1998; the remaining area was investigated in 2005. Agency concurrence with the adequacy of the 2005 report is not available. However, because a portion of the 2005 investigated parcel is located within a drainage channel, FHWA believes an additional Class III cultural resources survey would likely result in negative findings; they recommend that a resurvey of this parcel is not warranted

Two other sites: one located within the expanded APE has an identified a low-density flaked stone scatter, as result of surveys in 1998 and 2014, FHWA recommends no further cultural resources work is required. The second site, adjacent to the expanded APE, is approximately 150 feet northeast of the parcel has been identified as a prehistoric artifact scatter and rock pile, as it is out of the area of potential effect, FHWA recommends that no further cultural resources work is required.

Based on the surveys cited in the letter and the conclusion by FHWA that a finding of "no adverse effect" is still appropriate for this project, ADOT is requesting our review of the information and concurrence of the finding of "no adverse effect"

Recommended Action (Motion): Move to approve and authorize the Mayor to execute ADOT's "Letter of Concurrence" concerning the road improvement project along SR 260 between Cottonwood (mile post 209.06) and Camp Verde (mile post 218.43).

Instructions to Clerk: Please return two signed originals to: Laura Saenz, Procurement Specialist, Arizona Department of Transportation, Joint Project Administration, 205 S. 17th Avenue, MD 637E, Phoenix, AZ 85007



U.S. Department
of Transportation
Federal Highway
Administration

ARIZONA DIVISION

4000 North Central Avenue
Suite 1500
Phoenix, Arizona 85012-3500
Phone: (602) 379-3646
Fax: (602) 382-8998
<http://www.fhwa.dot.gov/azdiv/index.htm>

April 4, 2016

In Reply Refer To:

04 06-16
Copied Council
JMS

260-A(208)T
TRACS No. 260 YV 209 H8699 01D
SR 260: Thousand Trails to I-17
Continuing Section 106 Consultation
New Parcel Acquisition and Expanded TCE
"no adverse effect"

Mr. Charles German, Mayor
Town of Camp Verde
473 South Main Street, Suite 102
Camp Verde, Arizona 86322

Dear Mayor German:

The Federal Highway Administration (FHWA) and the Arizona Department of Transportation (ADOT) are planning a road improvement project along State Route (SR) 260 between milepost (MP) 209.06 and MP 218.43, between Cottonwood and Camp Verde, Yavapai County, Arizona. As this project qualifies for federal funding, it is considered an undertaking subject to Section 106 review. This project occurs on ADOT right-of-way (ROW) across private land and on ADOT easement across lands administered by the Arizona State Land Department (ASLD), the Prescott National Forest (PNF), the Yavapai-Apache Nation, the City of Cottonwood, and the Town of Camp Verde. Consulting parties for this project include FHWA, ADOT, ASLD, PNF, the State Historic Preservation Office (SHPO), the City of Cottonwood, the Town of Camp Verde, the Ak-Chin Indian Community, the Fort McDowell Yavapai Nation, the Gila River Indian Community, the Hopi Tribe, the Hualapai Tribe, the Salt River Pima-Maricopa Indian Community, the San Carlos Apache Tribe, the Tohono O'odham Nation, the Tonto Apache Tribe, the White Mountain Apache Tribe, the Yavapai-Apache Nation, and the Yavapai-Prescott Indian Tribe.

Previous consultation outlined the scope of work, identified consulting parties, defined the area of potential effects (APE), circulated a Class III survey report (Stubing 2014) developed by Jacobs Engineering Group Inc. (Jacobs) and resulted in a determination of "no adverse effect" (Petty [FHWA] to Jacobs [SHPO] December 17, 2014, concurrence December 22, 2014).

The APE has been expanded to include four new parcels of land for acquisition by ADOT because they would be precluded from highway access as a result of the road improvements (Figure 1, Figure 2, Figure 3). All four parcels are privately owned and undeveloped. Vegetation removal and ground disturbance would occur on the acquired parcels.

- Parcel No. 13-1880 (403-20-007M): proposed new acquisition consisting of 3.68 acres of private land located in Township 14 North, Range 4 East (T14N, R4E) Section 14.
- Parcel No. 13-1894 (403-21-015G): proposed new acquisition consisting of 0.36 acres of private land located in T14N, R4E Section 20.

- Parcel No. 13-1906 (403-22-018F): proposed new acquisition consisting of 0.29 acres of private land located in T14N, R4E Section 25.
- Parcel No. 13-1913: proposed new acquisition consisting of 3.17 acres of private land located in T14N, R4E Section 9.

In addition to the acquisition parcels, a temporary construction easement (TCE) on parcel no. 13-1895 is being enlarged to include the paved parking lot of A-1 RV Storage adjacent to the existing roadway. The TCE expansion consists of 0.48 acres of private land located in T14N, R4E, Section 10.

Three of the parcels planned for acquisition (13-1880, 13-1894, and 13-1906) and the expanded TCE have been previously investigated in their entirety by Archaeological Consulting Services, Ltd. (ACS) and reported in "*An Archaeological Survey of Alignment Alternatives for State Route 260 Between Cottonwood and East of Camp Verde, Yavapai County, Arizona*" (Hoffman and Adams 1998) (Figure 3). SHPO had comments but concurred with the overall adequacy of the report (Lindauer [ADOT] to Howard [SHPO] May 14, 1998, concurrence June 15, 1998). Review of the survey methods utilized by Hoffman and Adams (1998) in accordance with SHPO Guidance Rule No. 5 indicates that they meet current agency standards. As a result, FHWA recommends that no resurvey of these three acquisition parcels and the enlarged TCE is warranted.

The fourth parcel planned for acquisition (13-1913) was investigated in its entirety by two cultural resources surveys. The majority of the parcel was surveyed by ACS (Hoffman and Adams 1998). The remaining area was investigated by Andrew L. Christenson and reported in "*A Cultural Resource Survey for a Development in Camp Verde, Yavapai County, Arizona*" (Christenson 2005). Agency concurrence with the adequacy of this report is not available; however, the portion of the parcel investigated by Christenson (2005) is located within a drainage channel. Additional Class III cultural resources survey would likely result in negative findings. As a result, FHWA recommends that no resurvey of this parcel is warranted.

One site, AZ O:5:143 (ASM) / AR-03-09-05-249 (PNF) is located in the expanded APE, and is plotted within the boundary of acquisition parcel no. 13-1880. The site was originally recorded by Hoffman and Adams (1998) as a low-density flaked stone scatter; testing was subsequently conducted at the site to determine its National Register of Historic Places (NRHP) eligibility. The site was determined to be ineligible for the NRHP (AZSITE No. 69726, SHPO, May 1, 2004). The site was revisited by Jacobs in 2014 (Stubing 2014). One piece of flaked stone was identified during the revisit; consequently, Jacobs did not revise the previous determination of not eligible for the NRHP for AZ O:5:143 (ASM) / AR-03-09-05-249 (PNF). SHPO concurred with this finding (Jacobs [SHPO] to Petty [ADOT] December 17, 2014, concurrence December 22, 2014). There would be no effect to historic properties as a result of the acquisition of parcel no. 13-1880. FHWA recommends no further cultural resources work is required for AZ O:5:143 (ASM) / AR-03-09-05-249 (PNF).

An additional site, AZ O:5:132 (ASM), is located adjacent to the expanded APE. The site was originally recorded by Hoffman and Adams (1998); as plotted by these researchers the site abuts acquisition parcel no. 13-1906. The site is a prehistoric artifact scatter and rock pile that was previously recommended as potentially eligible for the NRHP under Criterion D; subsurface testing was recommended to determine its eligibility (Hoffman and Adams 1998). The site was relocated in 2014 by Jacobs (Stubing 2014). Conditions at the site were observed to be largely

unchanged from those reported by Hoffman and Adams (1998); as a result Jacobs recommended the site as unevaluated for the NRHP. SHPO concurred with this finding (Jacobs [SHPO] to Petty [ADOT] December 17, 2014, concurrence December 22, 2014). As plotted by Stubing (2014), the boundary of AZ O:5:132 (ASM) is located approximately 150 feet northeast of parcel no. 13-1906 and does not extend into it (Figure 3). There would be no effect to this site by the acquisition of parcel no. 13-1906. As a result, FHWA recommends that no further cultural resources work is required for AZ O:5:132 (ASM).

Based upon this information, FHWA has determined that a finding of "no adverse effect" is still appropriate for this project.

Please review the enclosed maps and information provided in this letter. If you find the information adequate, agree that no Class III resurvey of the acquisition parcels or TCE is required, and agree with FHWA's determination of project effect, please indicate your concurrence by signing below. If you have any questions or concerns, please feel free to contact ADOT Historic Preservation Specialist, David Zimmerman, at (928) 779-7577 or e-mail dzimmerman@azdot.gov.

Sincerely yours,



Karla S. Petty
Division Administrator

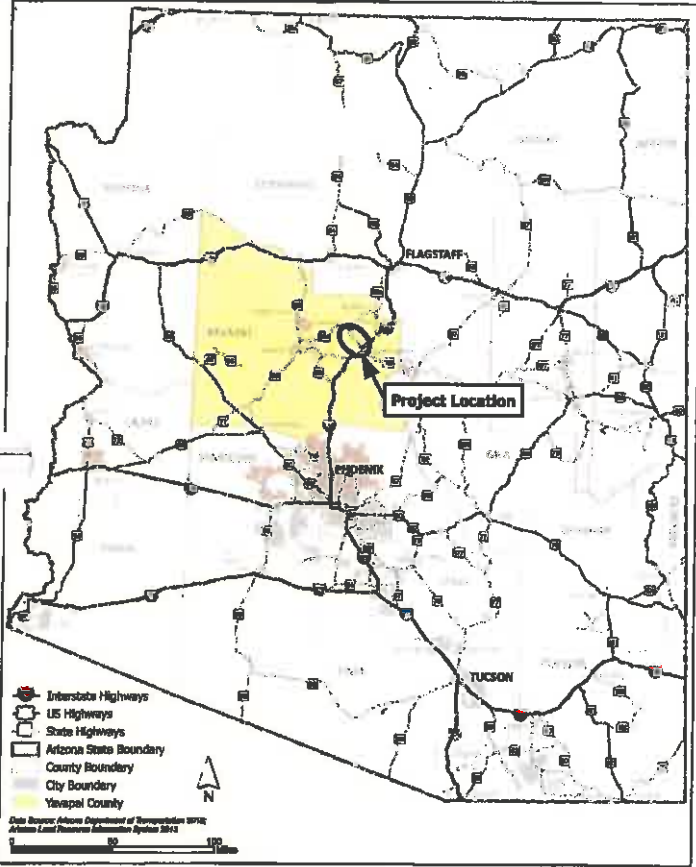
Signature for Town of Camp Verde Concurrence
260-A(208)T

Date

Enclosure

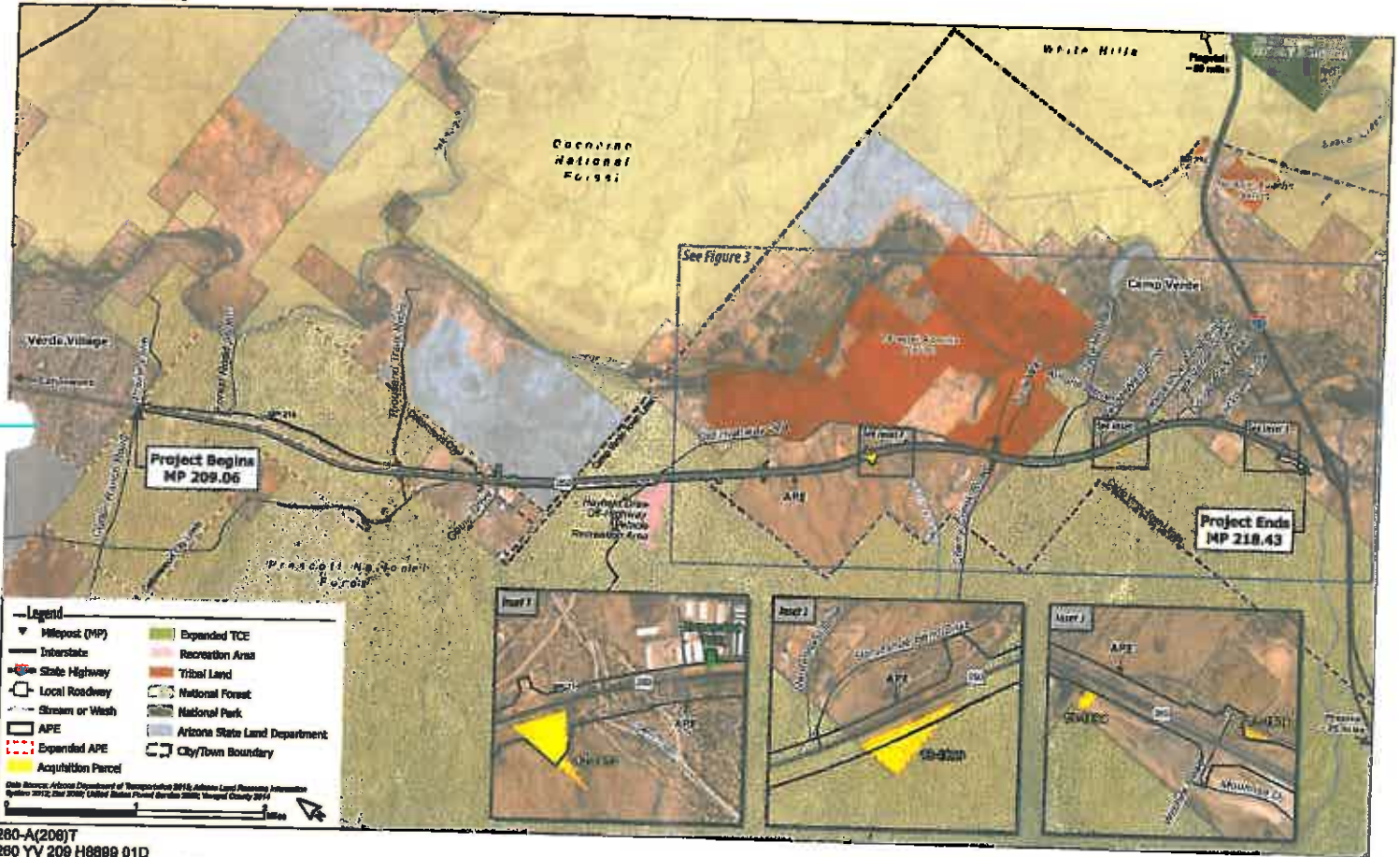
cc:
RYedlin (FHWA)
DZimmerman (F500)
RYedlin:cdm

Figure 1. Project Location



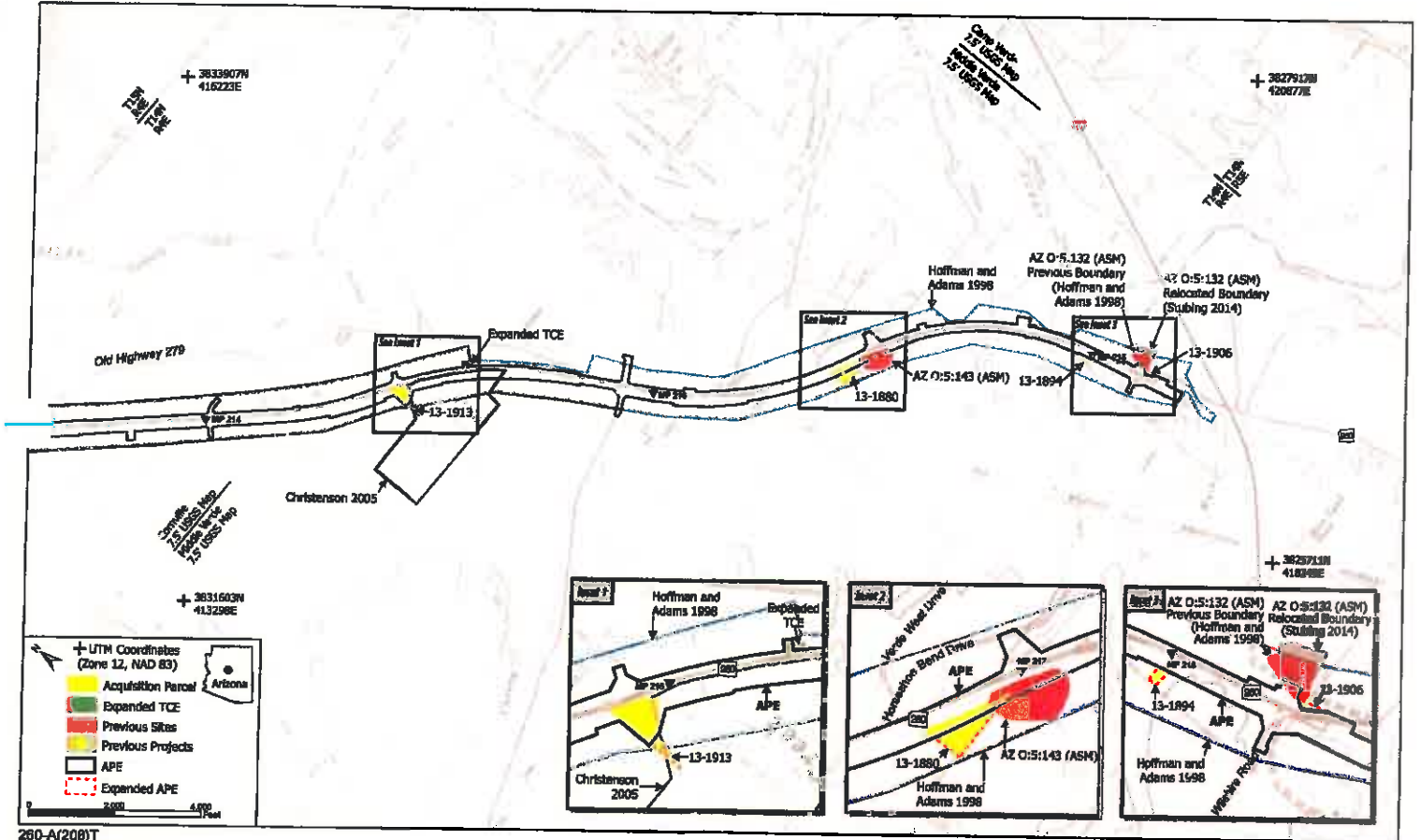
280-A(208)T
280 YV 209 H6899 01D
SR 260: Thousand Trails to I-17

Figure 2 Project Vicinity



280-A(208)T
 280 YV 209 H8889 01D
 SR 260: Thousand Trails to I-17

Figure 3. Previous Research



260-A(208)T
 260 YV 209 H8889 01D
 SR 260: Thousand Trails to I-17



Town of Camp Verde *Proclamation*

Building Safety Month – May 2016

Building Codes: Driving Growth through Innovation, Resilience and Safety

WHEREAS, our Town's continuing efforts to address the critical issues of safety, energy efficiency, water conservation, and resilience in the built environment that affect our citizens, both in everyday life and in times of natural disaster, give us confidence that our structures are safe and sound, and;

WHEREAS, our confidence is achieved through the devotion of vigilant guardians – building safety and fire prevention officials, architects, engineers, builders, tradespeople, laborers and others in the construction industry – who work year-round to ensure the safe construction of buildings, and;

WHEREAS, these guardians – dedicated members of the International Code Council – use a governmental consensus process that brings together local, state and federal officials with expertise in the built environment to create and implement the highest-quality codes to protect Americans in the buildings where we live, learn, work, worship, play, and;

WHEREAS, the International Codes, the most widely adopted building safety, energy and fire prevention codes in the nation, are used by most U.S. cities, counties and states; these modern building codes also include safeguards to protect the public from natural disasters such as hurricanes, snowstorms, tornadoes, wildland fires and earthquakes, and;

WHEREAS, Building Safety Month is sponsored by the International Code Council, to remind the public about the critical role of our communities' largely unknown guardians of public safety – our local code officials – who assure us of safe, efficient and livable buildings, and;

WHEREAS, "Building Codes: Driving Growth through Innovation, Resilience and Safety" the theme for Building Safety Month 2016, encourages all Americans to raise awareness of the importance of building safe and resilient construction; fire prevention; disaster mitigation, water safety and conservation; energy efficiency and new technologies in the construction industry. Building Safety Month 2016 encourages appropriate steps everyone can take to ensure that the places where we live, learn, work, worship and play are safe and sustainable, and recognizes that countless lives have been saved due to the implementation of safety codes by local and state agencies, and,

WHEREAS, each year, in observance of Building Safety Month, Americans are asked to consider projects to improve building safety and sustainability at home and in the community, and to

PROCLAMATION – BUILDING SAFETY MONTH – MAY 2016
4/20/2016

acknowledge the essential service provided to all of us by local and state building departments and federal agencies in protecting lives and property.

NOW, THEREFORE, The Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona do hereby proclaim the month of May 2016 as Building Safety Month. Accordingly, we encourage our citizens to join with their community in participation in Building Safety Month activities.

Proclaimed this 20th day of April 2016.

Charles German, Mayor, Town of Camp Verde

Date

ATTEST:

Virginia Jones, Town Clerk

Date



PROCLAMATION

DESIGNATING APRIL 21, 2016

AS

PowerTalk 21 Day

WHEREAS, the Town of Camp Verde recognizes the importance of parents talking with their teens about alcohol in order to reduce the risks and dangers posed to teens and communities; and

WHEREAS, high school students who use alcohol or other substances are five times more likely to drop out of school or believe good grades are not important; and

WHEREAS, 27 percent of middle school students try alcohol before graduating from 8th grad, significantly increasing the risk that they will develop alcohol problems later in life; and

WHEREAS, teen alcohol use kills 4,700 people each year, more than all other illegal drugs combined; and

WHEREAS, PowerTalk 21 day, started by Mothers Against Drunk Driving (MADD) in 2011, is established on April 21, 2016, to encourage parents and caregivers to embrace their important role in influencing America's youth and their decision about drinking alcohol; and

WHEREAS, in 2016, MADD will kick off "21 Days in Support of 21" beginning on April 1st, and culminating on PowerTalk 21 on April 21st, 2016, to encourage parents and caregivers to embrace their important role in influencing America's youth and their decisions about drinking alcohol; and

WHEREAS, to equip parents to talk with their teens about alcohol, MADD Arizona during April 2016, will activate to give parents the tools to effectively talk to their children about alcohol to protect them; and

WHEREAS, the Mayor and Common Council urge all citizens to join in the local and national efforts to raise awareness of the importance of parents and teens talking together about alcohol to reduce the risks and dangers posed to teens and communities; and

THEREFORE, BE IT RESOLVED that the Mayor and Common Council of the Town of Camp Verde do hereby proclaim April 21, 2016, as PowerTalk 21 Day

Passed and approved by a majority vote of the Common Council at the Regular Session of April 20, 2016

Charles German, Mayor

Date

Attest:

Virginia Jones, Town Clerk

5.



PROCLAMATION

**DESIGNATING
MAY 15, 2016
AS
PEACE OFFICERS MEMORIAL DAY
AND
THE WEEK OF MAY 15, 2016 AS POLICE WEEK**

WHEREAS, the 87th Congress of the United States of America, signed on October 1, 1962, by President John F. Kennedy proclaimed May 15th of each year as Peace Officers Memorial Day and the calendar week of each year during which May 15th. occurs as Police Week.

WHEREAS, the National Law Enforcement Officer's Memorial located in Washington DC, honors all of America's Federal, State, Tribal and local law enforcement officers killed in the line-of-duty. Inscribed on the Memorial's marble walls are the names of more than 17,000 officers, dating back to the first known death in 1792.

WHEREAS, there are 247 Police Officers who were killed in the line of duty in Arizona and their names are inscribed on the Wall of Honor at the National Law Enforcement Officer's Memorial in Washington DC. There are 79 Native American Police Officers names inscribed on the Wall of Honor, 20 are from Arizona.

THEREFORE, BE IT RESOLVED that the Mayor and Common Council of the Town of Camp Verde do hereby proclaim May 15, 2016 as Peace Officers Memorial Day and the week of May 15, 2016 as Police Week.

Passed and approved by a majority vote of the Common Council at the Regular Session of April 20, 2016.

Charles German, Mayor

Date

Attest:

Virginia Jones, Town Clerk

7



Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: April 20th, 2015

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

Requesting Department: Clerk's Office

Staff Resource/Contact Person: Virginia Jones

Agenda Title (be exact:) Public hearing, followed by discussion, Consideration and possible approval of Series 13-Farm Winery Liquor License for Valerie Lynn Wood/Heart Wood Cellars LLC 4626 Old Hwy 279 Camp Verde AZ 86322

List Attached Documents: – Liquor License Application for #13133051

Estimated Presentation Time: 5

Estimated Discussion Time: 5

Reviews Completed by:

Department Head: Virginia Jones Town Attorney Comments: N/A

Finance Department N/A

Fiscal Impact: None

Budget Code: N/A Amount Remaining: _____

Comments:

Background Information: Application received and posted on February 9, 2016, but due to an oversight did not get submitted to Council with the series 20 liquor license presented on the March 2, 2016 Regular Session Agenda.

Recommended Action (Motion): approve Series 13-Farm Winery Liquor License for Valerie Lynn Wood/Heart Wood Cellars LLC 4626 Old Hwy 279 Camp Verde AZ 86322

Instructions to the Clerk: Section II not required. Process application.



15 NOV 23 11:47:31 AM

Arizona Department of Liquor Licenses and Control
800 W Washington 5th Floor
Phoenix, AZ 85007
www.azliquor.gov
(602) 542-5141

Application for Liquor License
Type or Print with Black Ink

16 FEB 2 11:47:11 AM

SECTION 1 This application is for a:

- Interim Permit (Complete Section 5)
New License (Complete Sections 2, 3, 4, 13, 14, 15, 16)
Person Transfer (Complete Section 2, 3, 4, 12, 13, 14, 16)
Location Transfer (Bars and Liquor Stores Only)
Probate/ Will Assignment/ Divorce Decree
Government (Complete Sections 2, 3, 4, 10, 13, 16)
Seasonal

SECTION 2 Type of Ownership:

- J.T.W.R.O.S. (Complete Section 6)
Individual (Complete Section 6)
Partnership (Complete Section 6)
Corporation (Complete Section 7)
Limited Liability Co (Complete Section 7)
Club (Complete Section 8)
Government (Complete Section 10)
Trust (Complete Section 6)
Tribe (Complete Section 6)
Other (Explain)

SECTION 3 Type of license

1. Type of License: FARM WINERY (Series 13)

LICENSE # 13

13133051

APPLICATION FEE AND INTERIM PERMIT FEES (IF APPLICABLE) ARE NOT REFUNDABLE

A service fee of \$25 will be charged for all dishonored checks (A.R.S. § 44-6852)

SECTION 4 Applicants

1. Individual Owner/Agent's Name: WOOD VALERIE LYNN
Last First Middle

2. Owner Name: HEART WOOD CELLARS, LLC
(Ownership name for type of ownership checked on section 2)

3. Business Name: HEART WOOD CELLARS, LLC
(Exactly as it appears on the exterior of premises)

4. Business Location Address: 4626 Old Highway 279, Camp Verde AZ 86322 Yavapai
Street City State Zip Code County

5. Mailing Address: 7580 E. Ranch View Road, Cornville AZ 86325
(All correspondence will be mailed to this address) Street City State Zip Code

6. Business Phone: 928-274-8126 Daytime Contact Phone: 928-274-8126

7. Email Address: heartwoodcellars@gmail.com

8. Is the Business located within the incorporated limits of the above city or town? Yes No

9. Does the Business location address have a street address for a City or Town but is actually in the boundaries of another City, Town or Tribal Reservation? Yes No

If Yes, what City, Town or Tribal Reservation is this Business located in:

10. Total Price paid for Series 6 Bar, Series 7 Beer & Wine Bar or Series 9 Liquor Store (license only) \$ NA

Fees: Application Interim Permit Site Inspection Finger Prints Total of All Fees
Department Use Only
Is Arizona Statement of Citizenship & Alien Status for State Benefits complete? Yes No
Accepted by: Date: License #

SECTION 5 Interim Permit

- If you intend to operate business when your application is pending you will need an interim permit pursuant to ARS § 4-203.01
- There **MUST** be a valid license of the same type you are applying for currently issued to the location or for the replacement of a Hotel/Motel license with a Restaurant license pursuant to A.R.S. § 4-203.01.

1. Enter license number currently at the location: _____
 2. Is the license currently in use? Yes No If no, how long has it been out of use? _____

Attach a copy of the license currently issued at this location to this application.

I, VALERIE LYNN WOOD declare that I am the CURRENT OWNER, AGENT, OR CONTROLLING
 (Print Full Name) PERSON on the stated license and location.

X _____
 (Signature)

State _____ County of _____
 The foregoing instrument was acknowledged before me this

_____ day of _____
 Day Month Year

My Commission Expires on: _____
 Date

 (Signature of Notary Public)

SECTION 6 Individual, Partnership, J.T.W.R.O.S, Trust, Tribe Ownerships

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE, AN "APPLICANT" TYPE FINGERPRINT CARD AND \$22 PROCESSING FEE FOR EACH CARD.

Individual

Last	First	Middle	%Owned	Mailing Address	City	State	Zip Code

Is any person other than above, going to share in profit/losses of the business? Yes No
 If Yes, give name, current address, and telephone number of person(s). Use additional sheets if necessary.

Last	First	Middle	Mailing Address	City	State	Zip Code	Phone #

Partnership

Name of Partnership: _____

General-Limited	Last	First	Middle	%Owned	Mailing Address	City	State	Zip Code
<input type="checkbox"/> <input type="checkbox"/>								
<input type="checkbox"/> <input type="checkbox"/>								
<input type="checkbox"/> <input type="checkbox"/>								
<input type="checkbox"/> <input type="checkbox"/>								

J.T.W.R.O.S (Joint Tenant with Rights of Survivorship)

Name of J.T.W.R.O.S: _____

Last	First	Middle	Mailing Address	City	State	Zip Code

SECTION 8 Club Applicants

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE, AN "APPLICANT" TYPE FINGERPRINT CARD, AND \$22 PROCESSING FEE FOR EACH CARD.

1. Name of Club: _____

2. Is Club non-profit? Yes No

3. List all controlling members (minimum of four (4) requested)

Last	First	Middle	Mailing Address	City	State	Zip Code

(Attach additional sheet if necessary)

SECTION 9 Probate, Will Assignment or Divorce Decree of an existing Liquor License

1. Current Licensee's Name: _____
(Exactly as it appear on the license) Last First Middle

2. Assignee's Name: _____
Last First Middle

3. License Type: _____ License Number: _____

ATTACH TO THIS APPLICATION A CERTIFIED COPY OF THE WILL, PROBATE DISTRIBUTION INSTRUMENT, OR DIVORCE DECREE THAT SPECIFICALLY DISTRIBUTES THE LIQUOR LICENSE TO THE ASSIGNEE.

SECTION 10 Government (for cities, towns, or counties only)

1. Government Entity: _____

2. Person/Designee: _____
First Last Middle Day time Contact Phone #

A SEPARATE LICENSE MUST BE OBTAINED FOR EACH PREMISE FROM WHICH SPIRITUOUS LIQUOR IS SERVED.

SECTION 11 Location to Location Transfer: Series 6 Bar, Series 7 Beer & Wine Series 9 Liquor Stores only

1. Current Business: Name: _____
Address: _____
(Exactly as it appears on license)

2. New Business: Name: _____
Address: _____

3. License Type: _____ License Number: _____

SECTION 12 Person to Person Transfer

Questions to be completed by Current Licensee (Bar and Liquor Stores Only- Series, 06, 07, and 09)

1. Individual Owner / Agent Name: _____ Entity: _____
Last First Middle (Individual, Agent, Etc)

2. Ownership Name: _____
(Exactly as it appears on license)

3. Business Name: _____
(Exactly as it appears on license)

4. Business Location Address: _____
Street City State Zip

5. License Type: _____ License Number: _____

6. Current Mailing Address: _____
Street City State Zip

7. Have all creditors, lien holders, interest holders, etc. been notified? Yes No

8. Does the applicant intend to operate the business while this application is pending? Yes No

If yes, complete Section 5 (Interim Permit) of this application; attach fee, and current license to this application.

9. I, (Print Full Name) ~~VALERIE LYNN WOOD~~ hereby authorize the department to process this Application to transfer the privilege of the license to the applicant provided that all terms and conditions of sale are met. Based on the fulfillment of these conditions, I certify that the applicant now owns or will own the property rights of the license by the date of issue.

I, (Print Full Name) _____, declare that I am the **CURRENT OWNER, MEMBER, PARTNER STOCKHOLDER or LICENSEE** of the stated license. I have read the above Section 12 and confirm that all statements are true, correct, and complete.

X _____
(Signature of CURRENT Individual Owner/Agent)

NOTARY

State of _____ County of _____
State County

The foregoing instrument was acknowledged before me this _____ day of _____, _____
Day Month Year

My commission expires on _____
Day/ Month/Year Signature of NOTARY PUBLIC

SECTION 13 Proximity to Church or School

Questions to be completed by all in-state applicants **EXCLUDING** those applying for a **Series 5 Government, Series 11 Hotel/Motel, and Series 12 Restaurant licenses.**

A.R.S. § 4-207 (A) and (B) state that no retailer's license shall be issued for any premises which are at the time the license application is received by the director, within three hundred (300) horizontal feet of a church, within three hundred (300) horizontal feet of a public or private school building with kindergarten programs or grades one (1) through (12) or within three hundred (300) horizontal feet of a fenced recreational area adjacent to such school building. The above paragraph DOES NOT apply to:

- a) Restaurant license (§ 4-205.02)
- b) Hotel/motel license (§ 4-205.01)

- c) Government license (§ 4-205.03)
- d) Fenced playing area of a golf course (§ 4-207 (B)(5))

1. Distance to nearest School: 2 miles Name of School: Yavapai Apache Montessori
 (if less than one (1) mile note footage) Address: 3580 Smith Ave, Camp Verde, AZ 86322

2. Distance to nearest Church: 1.4 miles Name of Church: Middle Verde Rock Church
 (if less than one (1) mile note footage) Address: 2221 Reservation Loop Rd., Camp Verde, AZ 86322

SECTION 14 Business Financials

1. I am the: Lessee Sub-lessee Owner Purchaser Management Company

2. If the premise is leased give lessors: Name: Caduceus Cellars, LLC
 Address: P.O. Box 905, Jerome, AZ 86331
Street City State Zip

3. Monthly Rent/ Lease Rate: \$ 500.00

4. What is the remaining length of the lease? 4 yrs 0 months

5. What is the penalty if the lease is not fulfilled? \$ none or other: _____
 (Give details-attach additional sheet if necessary)

6. Total money borrowed for the Business not including lease? \$ none
 Please List Lenders/People you owe money to for business.

Last	First	Middle	Amount Owed	Mailing Address	City	State	Zip

(Attach additional sheet if necessary)

7. What type of business will this license be used for (be specific)?
Growing grapes, processing grapes to make wine, ageing and bottling wine to be sold for consumption on and off premises.

8. Has a license or a transfer license for the premises on this application been denied by the state with in the past (1) year? Yes No If yes, attach explanation.

9. Does any spirituous liquor manufacture, wholesaler, or employee have an interest in your business? Yes No

10. Is the premises currently license with a liquor license? Yes No

If yes, give license number and licensee's name:

License #: 13133031 Individual Owner /Agent Name: Maynard James Keenan
 (Exactly as it appears on license)

SECTION 15 Restaurant or hotel/motel license applicants

- 1. Is there an existing Restaurant or Hotel/Motel Liquor License at the proposed location? Yes No
- 2. If the answer to Question 1 is YES, you may qualify for an Interim Permit to operate while your application is pending; consult A.R.S. § 4-203.01; and complete SECTION 5 of this application.
- 3. All Restaurant and Hotel/Motel applicants must complete a Restaurant Operation Plan form provided by the Department of Liquor Licenses and Control.
- 4. As stated in A.R.S. § 4-205.02. (H) (2), a Restaurant is an establishment which derives at least forty (40) percent of its gross revenue from the sale of food. Gross revenue is the revenue derived from sales of food and spirituous liquor on the licensed premises. By applying for this Restaurant Hotel/Motel, I certify that I understand that I must maintain a minimum of forty (40) percent food sales based on these definitions and have included the Restaurant Hotel/Motel Records Required for Audit form with this application.

(Applicant's Signature)

5. I understand it is my responsibility to contact the Department of Liquor Licenses and Control to schedule an inspection when all tables and chairs are on site, kitchen equipment, and, if applicable, patio barriers are in place on the licensed premises. With the exception of the patio barriers, these items are not required to be properly installed for this inspection. Failure to schedule an inspection will delay issuance of the license. If you are not ready for your inspection 90 days after filing your application, please request an extension in writing; specify why the extension is necessary; and the new inspection date you are requesting.

(Applicant's Initials)

SECTION 16 Diagram of Premises

Check ALL boxes that apply to your business:

- Entrances/Exits Liquor storage areas **Patio:** Contiguous
- Walk-up windows Drive-through windows Non Contiguous

1. Is your licensed premises currently closed due to construction, renovation or redesign? Yes No
If yes, what is your estimated completion date? _____

Month/Day/Year

- 2. **Restaurants and Hotel/Motel** applicants are required to draw a detailed floor plan of the kitchen and dining areas including the locations of all kitchen equipment and dining furniture. Place for diagram is on section 16 number 6.
- 3. The diagram (a detailed floor plan) you provide is required to disclose only the area(s) where spirituous liquor is to be sold, served, consumed, dispensed, possessed or stored on the premises unless it is a restaurant (see # 3 above).
- 4. Provide the square footage or outside dimensions of the licensed premises. Please do not include non-licensed premises such as parking lots, living quarters, etc.

As stated in A.R.S. § 4-207.01 (B), I understand it is my responsibility to notify the Department of Liquor Licenses and Control when there are changes to the boundaries, entrances, exits, added or deleted doors, windows, service windows or increase or decrease to the square footage after submitting this initial diagram.

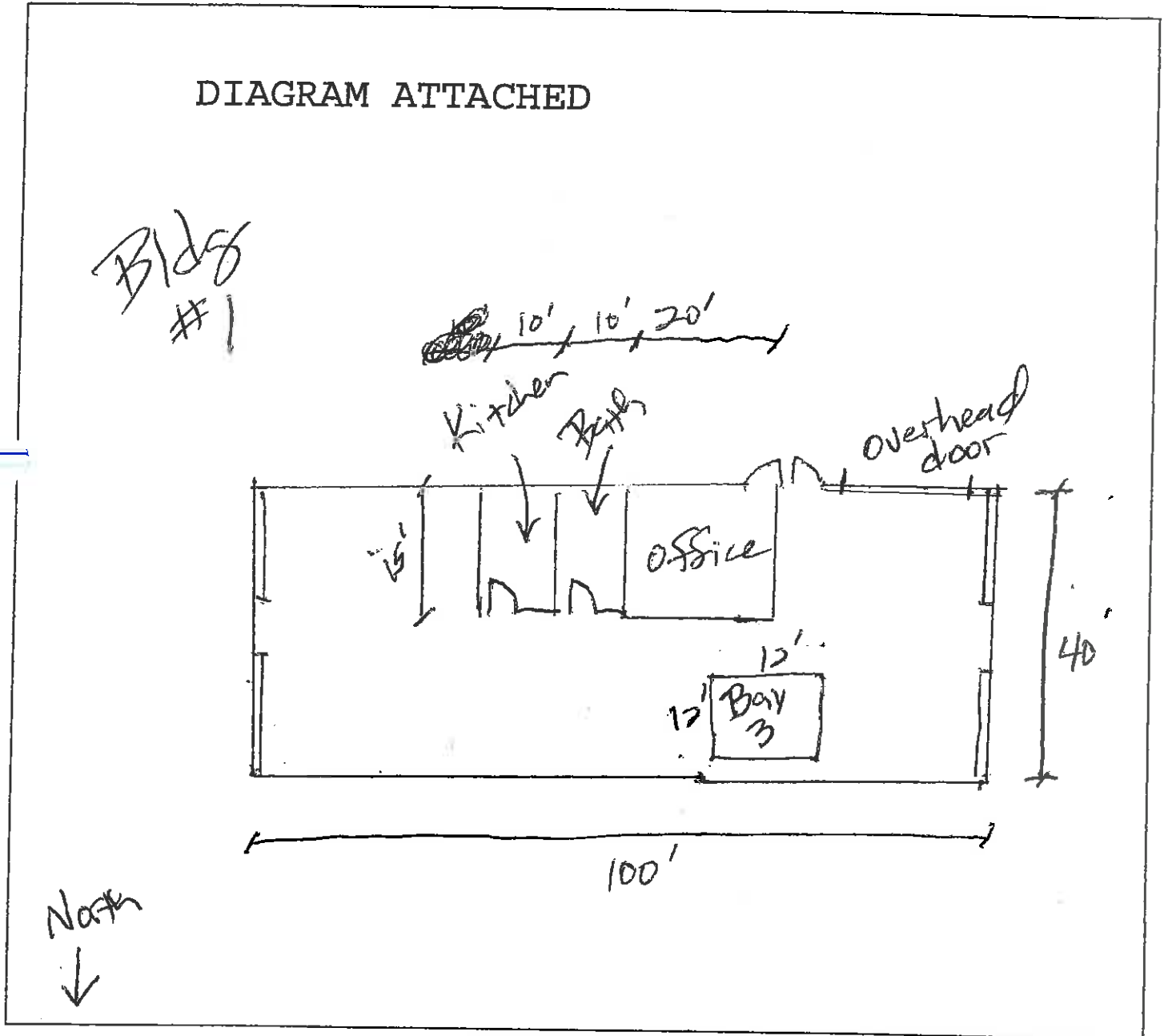
 rw
(Applicant's Initials)

SECTION 16 Diagram of Premises – continued

6. On the diagram please show only the areas where spirituous liquor is to be sold, served, consumed, dispensed, possessed or stored. It must show all entrances, exits, interior walls, bars, hi-top tables, dining tables, dining chairs, dance floor, stage, game room, and the kitchen. DO NOT include parking lots, living quarters, etc. When completing diagram, North is up ↑.

If a legible copy of a rendering or drawing of your diagram of the premises is attached to this application, please write the words "DIAGRAM ATTACHED" in the box provided for the diagram on the application.

DIAGRAM OF PREMISES



SECTION 17 SIGNATURE BLOCK

I, (Print Full Name) VALERIE LYNN WOOD, hereby declare that I am the Owner/Agent filing this application as stated in Section 4 # 1. I have read this application and verify all statements to be true, correct and complete.

X (Signature) Valerie L. Wood



State of Arizona County of Yavapai

The foregoing instrument was acknowledged before me this

18th of November, 2015

Day Month Year

Rebekah L. Cecil
Signature of NOTARY PUBLIC

My commission expires on: 08/15/2019

A.R.S. § 41-1030. Invalidity of rules not made according to this chapter, prohibited agency action; prohibited acts by state employees; enforcement; notice

B. An agency shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.

D. THIS SECTION MAY BE ENFORCED IN A PRIVATE CIVIL ACTION AND RELIEF MAY BE AWARDED AGAINST THE STATE. THE COURT MAY AWARD REASONABLE ATTORNEY FEES, DAMAGES AND ALL FEES ASSOCIATED WITH THE LICENSE APPLICATION TO A PARTY THAT PREVAILS IN AN ACTION AGAINST THE STATE FOR A VIOLATION OF THIS SECTION.

E. A STATE EMPLOYEE MAY NOT INTENTIONALLY OR KNOWINGLY VIOLATE THIS SECTION. A VIOLATION OF THIS SECTION IS CAUSE FOR DISCIPLINARY ACTION OR DISMISSAL PURSUANT TO THE AGENCY'S ADOPTED PERSONNEL POLICY.

F. THIS SECTION DOES NOT ABROGATE THE IMMUNITY PROVIDED BY SECTION 12-820.01 OR 12-820.02.

8.



Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: April 20, 2016

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

Requesting Department: Clerk's Office

Staff Resource/Contact Person: Virginia Jones

Agenda Title: Public hearing, followed by discussion, Consideration and possible approval of Alternating Proprietorship Liquor License for Keenan Maynard James/Caduceus Cellars LLC, at 4626 old HWY 279 Camp Verde AZ 86322.

List Attached Documents: –Liquor License Application for #20130001

Estimated Presentation Time: 5

Estimated Discussion Time: 5

Reviews Completed by:

Department Head: Virginia Jones Town Attorney Comments: N/A

Finance Department N/A

Fiscal Impact: None

Budget Code: N/A Amount Remaining: _____

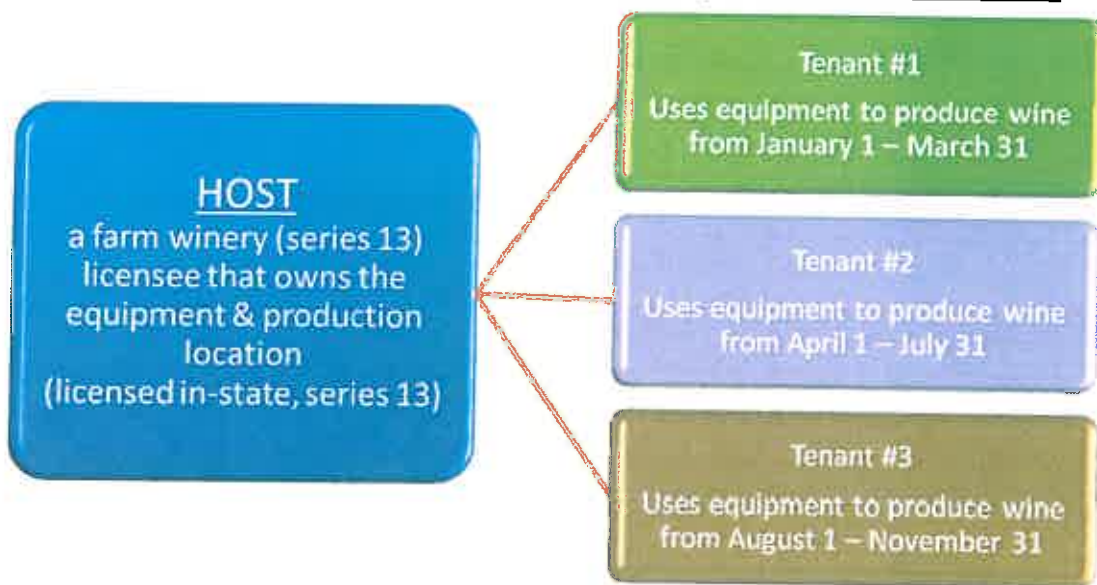
Comments:

Background Information: Application received on 03-24-2016, applicant made payment on 03-29-2016 and we posted on 03-29-2016.

Recommended Action: Approve Alternating Proprietorship Liquor License for Keenan Maynard James/Caduceus Cellars LLC Camp Verde AZ 86322

Instructions to the Clerk: Section II not required. Process application.

Alternating Proprietorships



Tenants may share the cost of purchasing or renting equipment at a licensed farm winery. Each tenant has a farm winery (series 13 or 2W) license and sells the finished wine product at their license location.



A.R.S. § 4-205.04(D)

Farm winery license Alternating Proprietorship

- permits “alternating proprietorships” if approved by TTB and
- defines “alternating proprietorships”



4-205.04. Farm winery license; issuance; regulatory provisions; retail site; fee

A. The director may issue a farm winery license to any person who meets the requirements of subsection C of this section. Each location that engages in producing or manufacturing these products must obtain a separate farm winery license. The licensee may not transfer the farm winery license from person to person or from location to location.

B. An applicant for a farm winery license, at the time of filing the application for the license, shall accompany the application with the license fee. Persons holding a farm winery license shall report annually at the end of each calendar year, at such time and in such manner as the director may prescribe, the amount of wine produced or manufactured by them during the calendar year. In addition to any provision of this title, if the total amount of wine produced or manufactured during the year exceeds the amount permitted annually by the license, the licensee shall apply for and receive a producer's license only upon surrender of the farm winery license or licenses.

C. A person may be licensed as a farm winery to sell wine produced or manufactured if in a calendar year it produces at least two hundred gallons and not more than forty thousand gallons of wine and if the winery either holds a winery permit issued by the United States alcohol and tobacco tax and trade bureau or has a contract pursuant to subsection E of this section for the production or manufacturing of wine from grapes or other fruit grown on at least five producing acres of land owned or controlled by the applicant and the land has been devoted to fruit growing for at least three consecutive calendar years. A licensed farm winery may make sales and deliveries of wine only as specifically provided in this section and as follows:

1. A licensed farm winery may make sales and deliveries of wine to wholesalers licensed to sell wine under this title.

2. A licensed farm winery may serve wine produced or manufactured on the premises for the purpose of sampling the wine. The wine may include wine produced pursuant to subsections D and E of this section.

3. A representative of the licensed farm winery may consume small amounts of the products of the licensed farm winery on the premises for the purpose of sampling the wine. The wine may include wine produced pursuant to subsections D and E of this section.

4. A licensed farm winery may sell to a consumer physically present on the premises wine produced or manufactured on the premises in the original container for consumption on or off the premises. The wine may include wine produced pursuant to subsections D and E of this section.

5. A licensed farm winery may purchase and sell wine produced by another licensed farm winery for consumption on or off the premises only if the retail sale is to a consumer physically present on the premises of the farm winery, except that the sales of wine produced by another winery may not exceed twenty per cent of the farm winery's sales by volume. The percentage limitation shall not apply to wine produced pursuant to subsections D and E of this section.

6. If the licensed farm winery is not otherwise engaged in the business of a distiller, vintner, brewer, rectifier, blender or other producer of spirituous liquor in any jurisdiction, the licensed farm winery may hold licenses prescribed in section 4-209, subsection B, paragraph 12 on the licensed farm winery premises or other retail premises. Except as provided in paragraph 5 of this subsection, the licensed farm winery shall purchase all other spirituous liquor for sale at the on-sale retail premises from wholesalers that are licensed in this state, except that a licensed farm winery may:

(a) Purchase wine from other farm wineries pursuant to paragraph 7 of this subsection.

(b) Make deliveries of the wine that the farm winery produces to the farm winery's own commonly controlled retail licensed premises.

7. A licensed farm winery that produces not more than twenty thousand gallons of wine in a calendar year may make sales and deliveries of the wine that the licensed farm winery produces to on-sale and off-sale retailers.

8. Notwithstanding section 4-244, paragraphs 3 and 7, an on-sale or off-sale retailer may purchase and accept delivery of wine from a licensed farm winery pursuant to paragraph 7 of this subsection.

9. A licensed farm winery that produces not more than twenty thousand gallons of wine in a calendar year may make sales and deliveries of wine that the licensed farm winery produces to consumers off of the licensed premises and that is ordered by telephone, mail, fax or catalogue, through the internet or by other means if all of the following apply:

(a) The purchaser of the wine provided the licensed farm winery with verification of the purchaser's legal age to purchase alcohol.

(b) The shipping container in which the wine is shipped is marked to require the signature on delivery of an adult who is of legal age to purchase alcohol and delivery confirmation.

(c) The wine is for personal use only and not for resale.

(d) The wine is delivered by the licensed farm winery or shipped by the licensed farm winery by a common carrier to a residential or business address other than a premises licensed pursuant to this title.

(e) The purchaser could have carried the wine lawfully into or within this state.

(f) The delivery is made by a person who is at least twenty-one years of age.

(g) The farm winery shall collect payment for the price of the spirituous liquor no later than at the time of delivery.

10. A licensed farm winery may make sales and deliveries as expressly permitted by sections 4-203.03, 4-203.04 and 4-244.04.

D. On application by one or more persons, the director may approve applications for grouping two or more farm winery licenses at one location under a plan of **alternating** proprietorships if a licensed winery has received approval of the **alternating proprietorship** by the United States alcohol and tobacco tax and trade bureau and the participating wineries operate under the regulations and guidelines that are issued by the United States alcohol and tobacco tax and trade bureau. Each participating winery shall be responsible for filing all reports that relate to its wine production or manufacturing with the United States alcohol and tobacco tax and trade bureau and the department.

E. A person otherwise qualified to receive a farm winery license may enter into a custom crush arrangement where a licensed winery produces or manufactures wine from grapes or other fruit supplied by the person. The winery receiving the fruit shall be licensed by the United States alcohol and tobacco tax and trade bureau and the department and shall be responsible for filing all reports that relate to its wine production or manufacturing with the United States alcohol and tobacco tax and trade bureau and the department. Each person supplying the grapes or other fruit shall first apply for and receive a farm winery license and shall report to the department all volumes of wine from its custom crush arrangements, which shall not be allocated to the gallonage of the receiving winery.

F. On application by a farm winery licensee, the director may authorize a farm winery licensee to operate up to two remote tasting and retail premises if:

1. The wine sold at the premises is limited to wine produced or manufactured by the licensed farm winery and wines produced or manufactured by other licensed farm wineries, including wines produced or manufactured pursuant to subsections D and E of this section. The farm winery may sell wine to a consumer physically present on the premises for consumption on or off the premises. Sales of wines not produced or manufactured by the farm winery shall be limited to no more than twenty per cent of the total sales by volume at that location. The percentage limitation shall not apply to wine produced pursuant to subsections D and E of this section.

2. The farm winery licensee:

(a) Remains responsible for the premises.

(b) Obtains approval for the premises from the local governing body before submitting an application to the department. A copy of an order from the local governing body recommending approval of the premises must be filed with the department as part of the application.

(c) Does not sublease the premises.

(d) Has an agent who is a natural person who meets the qualifications of licensure in this state.

(e) Meets the qualifications for a license pursuant to section 4-203, subsection A.

G. A farm winery licensee may hold a craft distillery license issued pursuant to section 4-205.10. The farm wine and craft distillery licensee may only produce distilled spirits up to a gallonage of one thousand gallons in a calendar year from fruit processed at the winery for the primary purpose of making wine. The farm wine and craft distillery licensee is subject to all other requirements of this section and section 4-205.10. The farm winery may provide sampling and sales of the distilled spirits pursuant to section 4-205.10, subsection C, paragraphs 2 and 3 on the same premises as the wine sampling and retail sales.

H. The farm winery is liable for any violation committed in connection with any sale or delivery of the wine. The rules adopted by the director pursuant to section 4-203, subsection J shall apply to the delivery of wine under subsection C, paragraph 9 of this section. An act or omission of any person who makes a sale or delivery of wine for a licensee under subsection C, paragraph 9 of this section is deemed to be an act or omission of the licensee for the purposes of section 4-210, subsection A, paragraph 9.

I. A farm winery that sells or delivers wine pursuant to this section shall:

1. Pay to the department of revenue all luxury taxes imposed pursuant to title 42, chapter 3 and all transaction privilege or use taxes imposed pursuant to title 42, chapter 5.

2. File all returns or reports required by law.

J. A delivery of wine by a farm winery to a purchaser in this state is a transaction deemed to have occurred in this state.

K. The director shall adopt rules in order to administer this section.

L. The director may charge an additional farm winery license fee adopted pursuant to section 4-209 for the issuance of licenses, authorizations or approvals pursuant to subsections D, E and F of this section.



Arizona Department of Liquor Licenses and Control
 800 W Washington 5th Floor
 Phoenix, AZ 85007
 www.azliquor.gov
 (602) 542-5141

Application for Liquor License
 Type or Print with **Black Ink**

SECTION 1 This application is for a:

- Interim Permit (Complete Section 5)
- New License (Complete Sections 2, 3, 4, 13, 14, 15, 16)
- Person Transfer (Complete Section 2, 3, 4, 12, 13, 14, 16)
- Location Transfer (Bars and Liquor Stores Only)
 (Complete Section 2, 3, 4, 11, 13, 14, 16)
- Probate/ Will Assignment/ Divorce Decree
 (Complete Sections 2, 3, 4, 9, 13, 14, 16)
 (Fee not required)
- Government (Complete Sections 2, 3, 4, 10, 13, 16)
- Seasonal

SECTION 2 Type of Ownership:

- J.T.W.R.O.S. (Complete Section 6)
- Individual (Complete Section 6)
- Partnership (Complete Section 6)
- Corporation (Complete Section 7)
- Limited Liability Co (Complete Section 7)
- Club (Complete Section 8)
- Government (Complete Section 10)
- Trust (Complete Section 6)
- Tribe (Complete Section 6)
- Other (Explain)

SECTION 3 Type of license

LICENSE # 20 20130001

1. Type of License: ALTERNATING PROPRIETORSHIP (Series 20)

APPLICATION FEE AND INTERIM PERMIT FEES (IF APPLICABLE) ARE NOT REFUNDABLE
 A service fee of \$25 will be charged for all dishonored checks (A.R.S. § 44-6852)

SECTION 4 Applicants

1. Individual Owner/Agent's Name: Keenan Maynard James
Last First Middle
2. Owner Name: Caduceus Cellars, LLC
(Ownership name for type of ownership checked on section 2)
3. Business Name: Caduceus Cellars, LLC
(Exactly as it appears on the exterior of premises)
4. Business Location Address: 4626 Old Highway 279, Camp Verde, AZ 86322
(Do not use PO Box) Street City State Zip Code County
5. Mailing Address: PO Box 905, Jerome, AZ 86331
(All correspondence will be mailed to this address) Street City State Zip Code
6. Business Phone: 928-649-9293 Daytime Contact Phone: 928-649-9293
7. Email Address: chelsea@caduceuscellars.com
8. Is the Business located within the incorporated limits of the above city or town? Yes No
9. Does the Business location address have a street address for a City or Town but is actually in the boundaries of another City, Town or Tribal Reservation? Yes No
- If Yes, what City, Town or Tribal Reservation is this Business located in: _____

10. Total Price paid for Series 6 Bar, Series 7 Beer & Wine Bar or Series 9 Liquor Store (license only) \$ NA

Fees:	<u>100.00</u>	<u>50.00</u>	<u>22.00</u>	<u>172.00</u>
	<small>Application</small>	<small>Interim Permit</small>	<small>Site Inspection</small>	<small>Finger Prints</small>
Arizona Statement of Citizenship & Alien Status for State Benefits complete? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				
Accepted by: <u>JB</u>		Date: <u>03-18-16</u>		Licenses # <u>20130001</u>

SECTION 5 Interim Permit

- If you intend to operate business when your application is pending you will need an interim permit pursuant to ARS § 4-203.01
- There **MUST** be a valid license of the same type you are applying for currently issued to the location or for the replacement of a Hotel/Motel license with a Restaurant license pursuant to A.R.S. § 4-203.01.

1. Enter license number currently at the location: _____

2. Is the license currently in use? Yes No If no, how long has it been out of use? _____

Attach a copy of the license currently issued at this location to this application.

I, _____ declare that I am the CURRENT OWNER, AGENT, OR CONTROLLING PERSON on the stated license and location.
(Print Full Name)

X _____
(Signature)

State _____ County of _____

The foregoing instrument was acknowledged before me this

_____ day of _____

Day Month Year

My Commission Expires on: ____/____/____
Date

(Signature of Notary Public)

SECTION 6 Individual, Partnership, J.T.W.R.O.S, Trust, Tribe Ownerships

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE, AN "APPLICANT" TYPE FINGERPRINT CARD AND \$22 PROCESSING FEE FOR EACH CARD.

Individual

Last	First	Middle	%Owned	Mailing Address	City	State	Zip Code

Is any person other than above, going to share in profit/losses of the business? Yes No
If Yes, give name, current address, and telephone number of person(s). Use additional sheets if necessary.

Last	First	Middle	Mailing Address	City	State	Zip Code	Phone #

Partnership

Name of Partnership: _____

General-Limited	Last	First	Middle	%Owned	Mailing Address	City	State	Zip Code
<input type="checkbox"/> <input type="checkbox"/>								
<input type="checkbox"/> <input type="checkbox"/>								
<input type="checkbox"/> <input type="checkbox"/>								
<input type="checkbox"/> <input type="checkbox"/>								

J.T.W.R.O.S (Joint Tenant with Rights of Survivorship)

Name of J.T.W.R.O.S: _____

Last	First	Middle	Mailing Address	City	State	Zip Code

SECTION 6 - continued

TRUST

Name of Trust: _____

Last	First	Middle	Mailing Address	City	State	Zip Code

TRIBE

Name of Tribal Ownership: _____

Last	First	Middle	Mailing Address	City	State	Zip Code

SECTION 7 Corporations/ Limited Liability Co

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE AN "APPLICANT" TYPE FINGERPRINT CARD AND \$22 PROCESSING FEE FOR EACH CARD.

- Corporation Complete Questions 1, 2, 3, 4, 5, 6, and 7
- L.L.C. Complete Questions 1, 2, 3, 4, 5, 6, and 7

1. Name of Corporation/ L.L.C.: Caduceus Cellars, LLC
2. Date Incorporated/Organized: 06/01/2005 State where Incorporated/Organized: ARIZONA
3. AZ Corporation or AZ L.L.C File No: L12060101 Date authorized to do Business in AZ: 06/01/2005
4. Is Corp/L.L.C. Non Profit? Yes No
5. List Directors, Officers, Members in Corporation/L.L.C:

Last	First	Middle	Title	Mailing Address	City	State	Zip Code
Keenan	Maynard	James	Member	PO Box 905, Jerome, AZ	86331		

(Attach additional sheet if necessary)

6. List all Stockholders / percentage owners who own 10% or more:

Last	First	Middle	%Owned	Mailing Address	City	State	Zip Code
Keenan	Maynard	James	100%	PO Box 905, Jerome, AZ	86331		

(Attach additional sheet if necessary)

7. If the corporation/ L.L.C are owned by another entity, attach an Organizational **FLOWCHART** showing the structure of the ownership. Attach additional sheets as needed in order to disclose the Officers, Directors, Members, Managers, Partners, Stockholders and percentage owners of those entities.

SECTION 8 Club Applicants

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE, AN "APPLICANT" TYPE FINGERPRINT CARD, AND \$22 PROCESSING FEE FOR EACH CARD.

- 1. Name of Club: _____
- 2. Is Club non-profit? Yes No
- 3. List all controlling members (minimum of four (4) requested)

Last	First	Middle	Mailing Address	City	State	Zip Code
(Attach additional sheet if necessary)						

SECTION 9 Probate, Will Assignment or Divorce Decree of an existing Liquor License

- 1. Current Licensee's Name: _____
(Exactly as it appear on the license) Last First Middle
- 2. Assignee's Name: _____
Last First Middle
- 3. License Type: _____ License Number: _____

ATTACH TO THIS APPLICATION A CERTIFIED COPY OF THE WILL, PROBATE DISTRIBUTION INSTRUMENT, OR DIVORCE DECREE THAT SPECIFICALLY DISTRIBUTES THE LIQUOR LICENSE TO THE ASSIGNEE.

SECTION 10 Government (for cities, towns, or counties only)

- 1. Government Entity: _____
- 2. Person/Designee: _____
First Last Middle Day time Contact Phone #

A SEPARATE LICENSE MUST BE OBTAINED FOR EACH PREMISE FROM WHICH SPIRITUOUS LIQUOR IS SERVED.

SECTION 11 Location to Location Transfer: Series 6 Bar, Series 7 Beer & Wine Series 9 Liquor Stores only)

- 1. Current Business: Name: _____
Address: _____
(Exactly as it appears on license)
- 2. New Business: Name: _____
Address: _____
- 3. License Type: _____ License Number: _____

SECTION 12 Person to Person Transfer

Questions to be completed by Current Licensee (Bar and Liquor Stores Only- Series, 06, 07, and 09)

- 1. Individual Owner / Agent Name: _____ Entity: _____
Last First Middle (Individual, Agent, Etc)
 - 2. Ownership Name: _____
(Exactly as it appears on license)
 - 3. Business Name: _____
(Exactly as it appears on license)
 - 4. Business Location Address: _____
Street City State Zip
 - 5. License Type: _____ License Number: _____
 - 6. Current Mailing Address: _____
Street City State Zip
 - 7. Have all creditors, lien holders, interest holders, etc. been notified? Yes No
 - 8. Does the applicant intend to operate the business while this application is pending? Yes No
- If yes, complete Section 5 (Interim Permit) of this application; attach fee, and current license to this application.

9. I, (Print Full Name) _____ hereby authorize the department to process this Application to transfer the privilege of the license to the applicant provided that all terms and conditions of sale are met. Based on the fulfillment of these conditions, I certify that the applicant now owns or will own the property rights of the license by the date of issue.

I, (Print Full Name) _____, declare that I am the **CURRENT OWNER, MEMBER, PARTNER STOCKHOLDER or LICENSEE** of the stated license. I have read the above Section 12 and confirm that all statements are true, correct, and complete.

NOTARY	
X (Signature) _____	State of _____ County of _____ The foregoing instrument was acknowledged before me this _____ of _____ / _____ Day Month Year
My commission expires on: _____	_____ Signature of NOTARY PUBLIC

SECTION 13 Proximity to Church or School

Questions to be completed by all in-state applicants **EXCLUDING** those applying for a Series 5 Government, Series 11 Hotel/Motel, and Series 12 Restaurant licenses.

A.R.S. § 4-207 (A) and (B) state that no retailer's license shall be issued for any premises which are at the time the license application is received by the director, within three hundred (300) horizontal feet of a church, within three hundred (300) horizontal feet of a public or private school building with kindergarten programs or grades one (1) through (12) or within three hundred (300) horizontal feet of a fenced recreational area adjacent to such school building. The above paragraph DOES NOT apply to:

- a) Restaurant license (§ 4-205.02)
- b) Hotel/motel license (§ 4-205.01)

- c) Government license (§ 4-205.03)
- d) Fenced playing area of a golf course (§ 4-207(B)(5))

1. Distance to nearest School: 2 miles
(If less than one (1) mile, note footage)

Name of School: Yavapai Apache Montessori

Address: 3580 Smith Ave, Camp Verde 86322 ARIZONA

2. Distance to nearest Church: 1.4 miles
(If less than one (1) mile, note footage)

Name of Church: Middle Verde Rock Church

Address: 2221 Reservation Loop Rd., Camp Verde, AZ 86322

SECTION 14 Business Financials

1. I am the: Lessee Sub-lessee Owner Purchaser Management Company

2. If the premise is leased give lessors:

Name: Caduceus Cellars, LLC

Address: P.O. Box 905, Jerome, AZ 86331
Street City State Zip

3. Monthly Rent/ Lease Rate: \$ 500.00

4. What is the remaining length of the lease? 4 yrs 0 months

5. What is the penalty if the lease is not fulfilled? \$ none or other: _____
(Give details-attach additional sheet if necessary)

6. Total money borrowed for the Business not including lease? \$ none
Please List Lenders/People you owe money to for business.

Last	First	Middle	Amount Owed	Mailing Address	City	State	Zip

(Attach additional sheet if necessary)

7. What type of business will this license be used for (be specific)?

Growing grapes, processing grapes to make wine, ageing and bottling wine to be sold for consumption on and off premises.

8. Has a license or a transfer license for the premises on this application been denied by the state with in the past (1) year? Yes No If yes, attach explanation.

9. Does any spirituous liquor manufacture, wholesaler, or employee have an interest in your business? Yes No

10. Is the premises currently license with a liquor license? Yes No

If yes, give license number and licensee's name:

License #: 13133031 Individual Owner /Agent Name: JAMES Maynard J. Keenan

(Exactly as it appears on license)

SECTION 15 Restaurant or hotel/motel license applicants

1. Is there an existing Restaurant or Hotel/Motel Liquor License at the proposed location? Yes No
2. If the answer to Question 1 is YES, you may qualify for an Interim Permit to operate while your application is pending; consult A.R.S. § 4-203.01; and complete SECTION 5 of this application.
3. All Restaurant and Hotel/Motel applicants must complete a Restaurant Operation Plan form provided by the Department of Liquor Licenses and Control.
4. As stated in A.R.S. § 4-205.02. (H)(2), a Restaurant is an establishment which derives at least forty (40) percent of its gross revenue from the sale of food. Gross revenue is the revenue derived from sales of food and spirituous liquor on the licensed premises. By applying for this Restaurant Hotel/Motel, I certify that I understand that I must maintain a minimum of forty (40) percent food sales based on these definitions and have included the Restaurant Hotel/Motel Records Required for Audit form with this application.

(Applicant's Signature)

5. I understand it is my responsibility to contact the Department of Liquor Licenses and Control to schedule an inspection when all tables and chairs are on site, kitchen equipment, and, if applicable, patio barriers are in place on the licensed premises. With the exception of the patio barriers, these items are not required to be properly installed for this inspection. Failure to schedule an inspection will delay issuance of the license. If you are not ready for your inspection 90 days after filing your application, please request an extension in writing; specify why the extension is necessary; and the new inspection date you are requesting.

(Applicant's Initials)

SECTION 16 Diagram of Premises

Check ALL boxes that apply to your business:

- | | | | |
|---|--|--------|---|
| <input checked="" type="checkbox"/> Entrances/Exits | <input checked="" type="checkbox"/> Liquor storage areas | Patio: | <input type="checkbox"/> Contiguous |
| <input type="checkbox"/> Walk-up windows | <input type="checkbox"/> Drive-through windows | | <input type="checkbox"/> Non Contiguous |

1. Is your licensed premises currently closed due to construction, renovation or redesign? Yes No
If yes, what is your estimated completion date? _____
Month/Day/Year
2. Restaurants and Hotel/Motel applicants are required to draw a detailed floor plan of the kitchen and dining areas including the locations of all kitchen equipment and dining furniture. Place for diagram is on section 16 number 6.
3. The diagram (a detailed floor plan) you provide is required to disclose only the area(s) where spirituous liquor is to be sold, served, consumed, dispensed, possessed or stored on the premises unless it is a restaurant (see # 3 above).
4. Provide the square footage or outside dimensions of the licensed premises. Please do not include non-licensed premises such as parking lots, living quarters, etc.

As stated in A.R.S. § 4-207.01 (B), I understand it is my responsibility to notify the Department of Liquor Licenses and Control when there are changes to the boundaries, entrances, exits, added or deleted doors, windows, service windows or increase or decrease to the square footage after submitting this initial diagram.

 MC
(Applicant's Initials)

SECTION 16 Diagram of Premises – continued

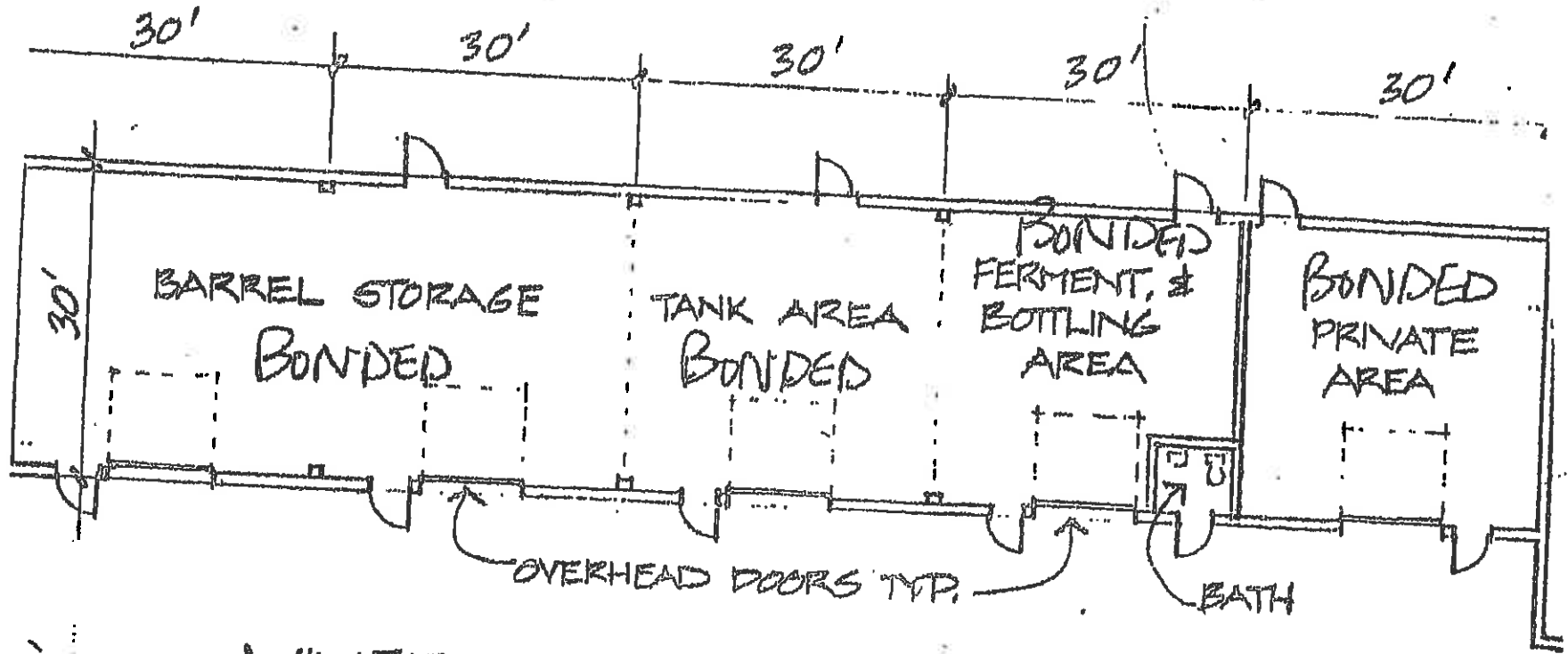
6. On the diagram please show only the areas where spirituous liquor is to be sold, served, consumed, dispensed, possessed or stored. It must show all entrances, exits, interior walls, bars, hi-top tables, dining tables, dining chairs, dance floor, stage, game room, and the kitchen. DO NOT include parking lots, living quarters, etc. When completing diagram, North is up ↑.

If a legible copy of a rendering or drawing of your diagram of the premises is attached to this application, please write the words "DIAGRAM ATTACHED" in the box provided for the diagram on the application.

DIAGRAM OF PREMISES

DIAGRAM ATTACHED

D 5000.29 P. 2



30'

WINERY BUILDING PLAN

SCALE: 1" = 20'-0"

ck

SPACES 20'

NOTARY

I, (Print Full Name) Maynard James Keenan, hereby declare that I am the Owner/Agent filing this application as stated in Section 4 # 1. I have read this application and verify all statements to be true, correct and complete.

X (Signature) [Handwritten Signature]

State of ARIZONA County of MARICOPA

The foregoing instrument was acknowledged before me this 18 of MARCH, 2016

Day [Signature] Month [Signature] Year [Signature]
Signature of NOTARY PUBLIC



My commission expires on:

A.R.S. § 41-1030. Invalidity of rules not made according to this chapter; prohibited agency action; prohibited acts by state employees; enforcement; notice

B. An agency shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.

D. THIS SECTION MAY BE ENFORCED IN A PRIVATE CIVIL ACTION AND RELIEF MAY BE AWARDED AGAINST THE STATE. THE COURT MAY AWARD REASONABLE ATTORNEY FEES, DAMAGES AND ALL FEES ASSOCIATED WITH THE LICENSE APPLICATION TO A PARTY THAT PREVAILS IN AN ACTION AGAINST THE STATE FOR A VIOLATION OF THIS SECTION.

E. A STATE EMPLOYEE MAY NOT INTENTIONALLY OR KNOWINGLY VIOLATE THIS SECTION. A VIOLATION OF THIS SECTION IS CAUSE FOR DISCIPLINARY ACTION OR DISMISSAL PURSUANT TO THE AGENCY'S ADOPTED PERSONNEL POLICY.

F. THIS SECTION DOES NOT ABROGATE THE IMMUNITY PROVIDED BY SECTION 12-820.01 OR 12-820.02.



Town of Camp Verde

Meeting Date: April 20, 2016

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

Requesting Department: Human Resources

Staff Resource/Contact Person: Russ Martin

Agenda Title (be exact): Discussion, consideration, and possible approval of restructuring the job descriptions in the Parks & Recreation Department. Adding the titles of: Parks & Recreation Division Manager-range 56, Parks & Recreation Coordinator-range 45 and Parks & Recreation Leader-range 29. These positions will replace Parks & Recreation Director-range 72, Recreation Supervisor-range 49 and Special Events Coordinator-range 45.

List Attached Documents:

1. Copies of the proposed new titles with job descriptions
2. Copies of the job titles and descriptions that will be replaced
3. Copy of current salary plan

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 10 minutes

Reviews Completed by:

- Department Head: Russ Martin** (comments included in report)
 Town Attorney Comments:
 Finance Department: N/A

Background Information:

In an effort to clean up our job descriptions and make them more cohesive with the duties actually being performed, we are proposing these title changes as well in keeping up with the current workforce language to help possible candidates to immediately be able to identify with the job they are applying for.

Recommended Action (Motion):

Move to make a motion to approve adding the titles of: Parks & Recreation Division Manager, Parks & Recreation Coordinator and Parks & Recreation Leader, and removing Parks & Recreation Director, Recreation Supervisor and Special Events Coordinator.



New

PARKS & RECREATION DIVISION MANAGER

Department:	Public Works – Parks & Recreation	Revised Date:	April 2016
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GENERAL PURPOSE: Under the general supervision of the Public Works Director, develops, plans, coordinates, evaluates and supervises recreation programs and activities for the Town of Camp Verde Parks & Recreation Division.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following duties ARE NOT intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.

- Develops and monitors division budget; prepares special and recurring reports; monitors program costs and revenue; prepares reports of department activities, operations and financial data; reviews and approves purchase requests; prepares Requests for Proposals as needed, and manages bidding process and park projects; researches and identifies grant opportunities that meet Town needs and are consistent with department plans; manages grant projects according to procedures.
- Develops, plans, coordinates, evaluates and supervises recreation programs for the Parks & Recreation Division; programs include special adult's and children's programs, recreation and skills classes, special events, community activities, the Heritage Pool, and sports programs. Plans, organizes, promotes, supervises, and evaluates special events, community activities, and special programs suited to the needs of the community. Monitors participation in Town's recreation programs and events, tracks services, evaluates results, and implements program changes.
- Provides supervision, training, and coordination of the work of staff and volunteers; monitors activities to assure that staff maintains clean and safe recreation venues and events, and that everyone adheres to policies and procedures for efficient and safe operations. Prepares schedules for work, events, and facility uses. Establishes and enforces rules, regulations and safety precautions at recreation facilities and outdoor venues; maintains discipline, monitors behavior, resolves issues, monitors program activities, and assists participants in recreation activities and special programs. Reports and resolves complaints, requests, safety conditions, security issues and illegal activities.
- Oversees set up and take down of equipment and preparation of venue for activities and events; supervises and coaches participants; maintains equipment and facilities in clean and safe condition; communicates with general public, community resource agencies, and other organizations in order to coordinate and promote program activities; manages and coordinates special projects and special events as needed.
- Supervises and plans the use and maintenance of recreation facilities, equipment and materials; inspection of facilities and grounds, produces work orders and coordinates with maintenance staff relating to facility use, maintains administrative records.
- Performs other related duties as assigned or required.

MANAGERIAL RESPONSIBILITIES:

This position develops and manages Parks & Recreation Division budget, programs and activities, facility uses and rentals. Trains and supervises Division staff and volunteers.

MINIMUM QUALIFICATIONS:

Education and Experience:

High school diploma or GED equivalent; AND four year's parks and recreation program experience; OR an equivalent combination of education and experience. Bachelor's Degree in Recreation, Business, or Public Administration is preferred.

Required Licenses or Certifications:

- Must possess State of Arizona Driver's license.

Required Knowledge of:

- Town policies and procedures.
- Policies, procedures, regulations, operations, and services of Parks & Recreation Division.
- Policies, rules and regulations governing the conduct and safety of persons using municipal recreational facilities, programs and equipment.
- Purpose, use and benefits of municipal recreational activities.
- Budget preparation and control procedures
- Customer service standards and protocols.
- Occupational hazards and safety precautions. Federal, State and Town rules and regulations governing public events.

Required Skill in:

- Budget development and management
- Development & evaluation of programs
- Using initiative and independent judgment
- Supervising and controlling recreation activities and participants.
- Coordinating work activities and training recreation staff and volunteers.
- Developing, promoting and enforcing safe work practices.
- Providing effective customer service, and dealing tactfully and courteously with the public.
- Establishing and maintaining effective working relationships with co-workers, partner agencies other Town Departments and the public.
- Operating standard office equipment, and a personal computer utilizing standard software
- Communicating clearly and concisely, both verbally and in writing.

Physical Demands / Work Environment:

- Work is performed indoors and outdoors at Town recreation facilities and venues; required to perform moderate physical work, and lift and carry up to 25 pounds.

Job Description

old



RECREATION SUPERVISOR

Department:	Public Works	Revised Date:	August 2011
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GENERAL PURPOSE: Under the general supervision of the Public Works Director, the Recreation Supervisor plans, coordinates, and supervises recreation programs and activities for the Town of Camp Verde Parks & Recreation Division.

PRIMARY DUTIES AND RESPONSIBILITIES:

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Plans, coordinates, and supervises recreation programs for the Parks & Recreation Division; programs include special adult's and children's programs, recreation and skills classes, special events, community activities, the Heritage Pool, and sports programs. Plans, organizes, promotes, supervises, and evaluates special events, community activities, and special programs suited to the needs of the community. Monitors participation in Town's recreation programs and events, tracks services provided, evaluates the results, and recommends program changes.
- Provides supervision, training, and coordination of the work for part-time staff and volunteers; monitors activities to assure that staff maintains clean and safe recreation venues and events, and that everyone adheres to policies and procedures for efficient and safe operations. Prepares schedules for work, events, and facility uses. Establishes and enforces rules, regulations and safety precautions at recreation facilities and outdoor venues; maintains discipline, monitors behavior, resolves issues, monitors program activities, and assists participants in recreation activities and special programs. Reports and resolves complaints, requests, safety conditions, security issues and illegal activities.
- Sets up and takes down equipment and prepares venue for activities and events; supervises and coaches participants; maintains equipment and facilities in clean and safe condition; communicates with general public, community resource agencies, and other organizations in order to coordinate and promote program activities; manages and coordinates special projects and special events as directed.
- Supervises the use and maintenance of recreation facilities, equipment and materials; inspects facilities and grounds, and identifies conditions needing repair or maintenance; maintains administrative records, coordinates with maintenance staff to assist with requests like setting up gym, turning on electric power, etc., as they relate to facility use.
- Schedule reservations for the use and rental of all Town facilities; ensures that the facility users provide the proper insurance coverage, scheduling field lights for sports, signing out keys, and processing annual facility use agreements (i.e., AA and Ballet).
- Assist PW administrative assistant with time and billing entries and assist as needed at Ft. Verde.
- Performs other related duties as assigned or required.

Job Description

MANAGERIAL RESPONSIBILITIES:

This position supervises part-time staff and volunteers that work at the Heritage Pool, on recreation programs, and at events. Manages pool operations, vehicle maintenance, Town facility uses and rentals,

MINIMUM QUALIFICATIONS:

Education and Experience:

High school diploma or GED equivalent; AND three year's parks and recreation program experience; OR an equivalent combination of education and experience. Bachelor's Degree in Recreation, Business, or Public Administration is preferred.

Required Licenses or Certifications:

- Must possess State of Arizona Driver's license.

Required Knowledge of:

- Town policies and procedures.
- Policies, procedures, regulations, operations, and services of Parks & Recreation Division.
- Policies, rules and regulations governing the conduct and safety of persons using municipal recreational facilities, programs and equipment.
- Purpose, use and benefits of municipal recreational activities.
- Customer service standards and protocols.
- Occupational hazards and safety precautions.
- Record keeping and file maintenance principles and procedures.

Required Skill in:

- Supervising and controlling recreation activities and participants.
- Coordinating work activities and training part-time recreation staff and volunteers.
- Promoting and enforcing safe work practices.
- Providing effective customer service, and dealing tactfully and courteously with the public.
- Operating a personal computer utilizing standard software.
- Communicating clearly and concisely, both verbally and in writing.

Physical Demands / Work Environment:

- Work is performed indoors and outdoors at Town recreation facilities and venues; required to perform moderate physical work, and lift and carry up to 25 pounds.



New

PARKS & RECREATION COORDINATOR

Department:	Public Works – Parks & Recreation	Revised Date:	April 2016
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GENERAL PURPOSE: Under general supervision, plans, coordinates and supervises recreation programs and activities for the Town of Camp Verde Parks & Recreation Division.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following duties ARE NOT intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.

- Coordinates and plans recreation programs for the Parks & Recreation Department; programs include adult's and children's programs, recreation and skills classes, special events, community activities, Heritage Pool and sports programs. Monitors participation in Town's recreation programs, tracks services provided, controls expenditures and recommends program changes.
- Trains and coordinates the work of volunteers and part-time staff; monitors activities to assure that staff maintain clean and safe recreation venues and events, and adhere to policies and procedures for efficient and safe operations; develops event schedules. Supervises program participants, and enforces rules, regulations and safety precautions at recreation facilities and outdoor venues; maintains discipline, monitors behavior and resolves issues; monitors program activities, and assists participants in recreation activities and special programs. Reports and resolves complaints, requests, safety conditions, security issues and illegal activities.
- Oversees or sets up and takes down equipment and prepares venue for activities and events; supervises and coaches participants; maintains equipment and facilities in clean and safe condition; communicates with general public, community resource agencies, and other organizations in order to coordinate, promote and conduct program activities; manages and coordinates special projects and special events as directed.
- Supervises the use and maintenance of recreation facilities, equipment and materials; inspects facilities and grounds, and identifies conditions needing repair or maintenance; produces work orders and coordinates with maintenance staff relating to facility use, maintains administrative records.
- Schedules reservations for the use and rental of Town facilities; ensures that the facility users provide the proper insurance coverage, schedules field lights for sports, signs out & in keys and other equipment, and processes annual facility use agreements and other paperwork & records.
- Accepts program registration paperwork; receipts funds for registration and fees; appropriately compiles registration and revenue paperwork according to direction and procedures.
- Performs other related duties as assigned or required.

MANAGERIAL RESPONSIBILITIES:

Supervises volunteers and part-time staff.

MINIMUM QUALIFICATIONS:

Education and Experience:

High school diploma or GED equivalent; AND two year's parks and recreation program experience; OR an equivalent combination of education and experience. Associate Degree in Recreation, Business or Public Administration is preferred.

Required Licenses or Certifications:

- Must possess State of Arizona Driver's license.

Required Knowledge of:

- Town policies and procedures.
- Policies, procedures, regulations, operations, and services of Parks & Recreation Division.
- Policies, rules and regulations governing the conduct and safety of persons using municipal recreational facilities, programs and equipment.
- Purpose, use and benefits of municipal recreational activities.
- Customer service standards and protocols.
- Occupational hazards and safety precautions.
- Federal, State and Town rules and regulations governing public events.
- Record keeping and analysis principles and procedures.

Required Skill in:

- Using initiative and independent judgment
- Supervising and controlling recreation activities and participants.
- Coordinating work activities and training part-time recreation staff and volunteers.
- Working effectively with others to develop solutions for problems
- Promoting and enforcing safe work practices.
- Providing effective customer service, and dealing tactfully and courteously with the public.
- Establishing and maintaining effective working relationships with co-workers, partner agencies and the public.
- Operating standard office equipment, and a personal computer utilizing standard software.
- Communicating clearly and concisely, both verbally and in writing.

Physical Demands / Work Environment:

- Work is performed in a standard office environment, as well as indoors and outdoors during all weather conditions at Town recreation facilities, venues and off-site locations and includes nights and weekends; required to perform moderate physical work, and lift and carry up to 50 pounds.

Job Description



old

RECREATION CORDINATOR

Department:	Parks & Recreation	Revised Date:	August 2008
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GENERAL PURPOSE: Under general supervision, supervises and coordinates recreation programs and activities for the Town of Camp Verde Parks & Recreation Department.

PRIMARY DUTIES AND RESPONSIBILITIES:

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Coordinates and plans recreation programs for the Parks & Recreation Department; programs include special adult's and children's programs, recreation and skills classes, special events, community activities, and sports programs; plans, organizes, promotes and evaluates special events, community activities, and special programs suited to the needs of the community; monitors participation in Town's recreation programs, tracks services provided, monitors results, and recommends program changes.
- Trains and coordinates the work of volunteers and part-time staff; monitors activities to assure that staff maintain clean and safe recreation venues and events, and adhere to policies and procedures for efficient and safe operations; develops event schedules; supervises program participants, and enforces rules, regulations and safety precautions at recreation facilities and outdoor venues; maintains discipline, monitors behavior and resolves issues; monitors program activities, and assists participants in recreation activities and special programs; reports and resolves complaints, requests, safety conditions, security issues and illegal activities.
- Sets up and takes down equipment and prepares venue for activities and events; supervises and coaches participants; maintains equipment and facilities in clean and safe condition; communicates with general public, community resource agencies, and other organizations in order to coordinate and promote program activities; manages and coordinates special projects and special events as directed.
- Supervises the use and maintenance of recreation facilities, equipment and materials; inspects facilities and grounds, and identifies conditions needing repair or maintenance; maintains administrative records.
- Performs other related duties as assigned or required.

MANAGERIAL RESPONSIBILITIES:

Supervises volunteers and part-time staff.

Job Description

MINIMUM QUALIFICATIONS:

Education and Experience:

High school diploma or GED equivalent; AND three year's parks and recreation program experience; OR an equivalent combination of education and experience. Bachelor's Degree in Recreation, Business or Public Administration is preferred.

Required Licenses or Certifications:

- Must possess State of Arizona Driver's license.

Required Knowledge of:

- Town policies and procedures.
- Policies, procedures, regulations, operations, and services of Parks & Recreation Department.
- Policies, rules and regulations governing the conduct and safety of persons using municipal recreational facilities, programs and equipment.
- Purpose, use and benefits of municipal recreational activities.
- Customer service standards and protocols.
- Occupational hazards and safety precautions.
- Record keeping and file maintenance principles and procedures.

Required Skill in:

- Supervising and controlling recreation activities and participants.
- Coordinating work activities and training part-time recreation staff and volunteers.
- Promoting and enforcing safe work practices.
- Providing effective customer service, and dealing tactfully and courteously with the public.
- Operating a personal computer utilizing standard software.
- Communicating clearly and concisely, both verbally and in writing.

Physical Demands / Work Environment:

- Work is performed indoors and outdoors at Town recreation facilities and venues; required to perform moderate physical work, and lift and carry up to 25 pounds.



new

PARKS & RECREATION LEADER

Department:	Public Works - Parks & Recreation	Revised Date:	April 2016
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GENERAL PURPOSE: Under general supervision, organizes, conducts and supports recreation programs and activities for the Town of Camp Verde Parks & Recreation Division.

PRIMARY DUTIES AND RESPONSIBILITIES:

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Performs delivery of programs, events and activities for the Parks & Recreation Division; identifies and resolves problems within scope of authority; coordinates work groups, coordinates detailed schedules, and oversees event activities; meets with participants to resolve technical and administrative issues; monitors expenditures; maintains program records and files; prepares special and recurring reports.
- Ensures clean and safe recreation venues and events, ensures adherence to policies and procedures for efficient and safe operations. Enforces rules, regulations and safety precautions at recreation facilities and outdoor venues; maintains discipline, monitors behavior, resolves issues, monitors program activities, and assists participants in recreation activities and special programs. Responds appropriately to injuries or other emergencies in the workplace. Reports and resolves complaints, requests, safety conditions, security issues and illegal activities.
- Sets up and takes down equipment and prepares venues for activities and events; supervises and coaches participants; maintains equipment and facilities in clean and safe condition; communicates with general public, community resource agencies, and other organizations in order to conduct program activities; assists with special projects and special events as directed.
- Monitors the use and maintenance of recreation facilities, equipment and materials; inspects facilities and grounds, and reports conditions needing repair or maintenance; produces work orders and coordinates with maintenance staff to assist with requests like setting up gym, turning on electric power, etc., as they relate to facility use.
- Accepts & schedules reservations for the use and rental of Town facilities; receipts associated revenues; signs out & in keys & other equipment, and completes appropriate paperwork & records.
- Accepts program registration paperwork; receipts funds for registration and appropriately compiles registration and revenue paperwork according to direction and procedures.
- Performs other related duties as assigned or required.

MANAGERIAL RESPONSIBILITIES:

None.

MANAGERIAL RESPONSIBILITIES:

This position has no managerial responsibilities.

MINIMUM QUALIFICATIONS:

Education and Experience:

High school diploma or GED equivalent; AND one year of work experience which would prepare a person for this position; OR an equivalent combination of education and experience.

Required Licenses or Certifications:

Must possess State of Arizona Driver's license.

Required Knowledge of:

- Town policies and procedures.
- Policies, procedures, regulations, operations, and services of the Parks & Recreation Division.
- Customer service standards and protocols.
- Occupational hazards and safety precautions.

Required Skill in:

- Using initiative and independent judgment within established procedural guidelines.
- Interpreting a variety of technical instructions and program requirements.
- Working effectively with others to develop solutions for problems.
- Following safe work practices
- Providing effective customer service, and dealing tactfully and courteously with the public.
- Establishing and maintaining effective working relationships with co-workers and the public.
- Operating standard office equipment, and a personal computer utilizing standard software.
- Communicating clearly and concisely, both verbally and in writing.

Physical Demands / Work Environment:

- Work is performed in a standard office environment, as well as indoors and outdoors during all weather conditions at Town recreation facilities, venues and off-site locations and includes nights and weekends; required to perform moderate physical work, and lift and carry up to 50 pounds.

Job Description



pld

RECREATION AIDE

Department:	Public Works – Parks & Recreation	Revised Date:	2015
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GENERAL PURPOSE: Under general supervision of a Parks & Recreation employee as assigned assists with organizing, conducting and supporting recreation programs and activities for the Town of Camp Verde Parks & Recreation Division.

PRIMARY DUTIES AND RESPONSIBILITIES:

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, program-specific duties.*

- Assists with the delivery of recreation programs for the Parks & Recreation Division; programs including adult and children's programs, recreation and skills classes, special events, community activities, the Heritage Pool, sports programs and other activities. Conducts, assists and monitors special events, community activities, and special programs suited to the needs of the community. Answers questions from and provides information to the public concerning Parks & Recreation programs and activities. Monitors participation in Town's recreation programs and events, makes corrections as needed under guidance from supervisor and policy, keeps supervisor informed of program specifics and needs.
- Maintains clean and safe recreation venues and events, adheres to policies and procedures for efficient and safe operations. Enforces rules, regulations and safety precautions at recreation facilities and outdoor venues; maintains discipline, monitors behavior, resolves issues, monitors program activities, and assists participants in recreation activities and special programs under guidance from supervisor and policy. Responds appropriately to injuries or other emergencies in the workplace. Reports and resolves complaints, requests, safety conditions, security issues and illegal activities.
- Sets up and takes down equipment and prepares venues for activities and events; supervises and coaches participants; maintains equipment and facilities in clean and safe condition; communicates with general public, community resource agencies, and other organizations in order to conduct program activities; assists with special projects and special events as directed.
- Assists with the use and maintenance of recreation facilities, equipment and materials; inspects facilities and grounds, and reports conditions needing repair or maintenance; produces work orders and coordinates with maintenance staff to assist with requests like setting up gym, turning on electric power, etc., as they relate to facility use.
- Assists with accepting & scheduling reservations for the use and rental of Town facilities; receipts associated revenues; signs out & in keys & other equipment, and completes appropriate paperwork & records.
- Accepts program registration paperwork; receipts funds for registration and appropriately compiles registration and revenue paperwork according to direction and procedures.
- Performs other related duties as assigned or required.

Job Description

MANAGERIAL RESPONSIBILITIES:

This position has no managerial responsibilities.

MINIMUM QUALIFICATIONS:

Education and Experience:

High school diploma or GED equivalent, or still in High School

Required Knowledge of:

- Town policies and procedures.
- Policies, procedures, regulations, operations, and services of Parks & Recreation Division.
- Policies, rules and regulations governing the conduct and safety of persons using municipal recreational facilities, programs and equipment.
- Customer service standards and protocols.
- Occupational hazards and safety precautions.

Required Skill in:

- Assisting in supervising and controlling recreation activities and participants.
- Following safe work & recreation practices.
- Providing effective customer service, and dealing tactfully and courteously with the public.
- Performing necessary manual labor and skilled tasks that may require lifting and moving heavy objects, stooping, bending & twisting and participation in recreation activities.
- Operating a personal computer utilizing standard software and recreation equipment such as scoreboards & PAs.
- Communicating clearly and concisely, both verbally and in writing.

Required Ability to:

- Interact well with a variety of people in public settings.

Physical Demands / Work Environment:

- Work is performed indoors and outdoors during all weather conditions at Town recreation facilities and venues, off-site locations and includes nights and weekends; required to perform moderate physical work, and lift and carry up to 50 pounds.

Town of Camp Verde
Salary Plan

Effective 07/15

Position	Range		Minimum	Midpoint	Maximum
Deputy Town Clerk; Children's Librarian E Recreation Supervisor; Building Inspector	49	Annual	\$35,044.00	\$44,184.00	\$53,324.00
		Bi-weekly	\$1,347.85	\$1,699.38	\$2,050.92
		Hourly	\$16.85	\$21.24	\$25.64
Admin Asst to Town Manager; Dispatch Supervisor; Maintenance Foreman Civilian Investigator; Public Works Analyst; Senior Wastewater Operator	48	Annual	\$34,189.00	\$43,106.00	\$52,023.00
		Bi-weekly	\$1,314.96	\$1,657.92	\$2,000.88
		Hourly	\$16.44	\$20.72	\$25.01
Assistant Planner; Plans Examiner Accountant	46	Annual	\$32,542.00	\$41,029.00	\$49,517.00
		Bi-weekly	\$1,251.62	\$1,578.04	\$1,904.50
		Hourly	\$15.65	\$19.73	\$23.81
HR Specialist; Special Events Coordinator; Code Enforcement Officer; Economic Development Specialist	45	Annual	\$31,748.00	\$40,029.00	\$48,309.00
		Bi-weekly	\$1,221.08	\$1,539.58	\$1,858.04
		Hourly	\$15.26	\$19.24	\$23.23
Lead Maintenance Worker Wastewater Operator	44	Annual	\$30,974.00	\$39,052.00	\$47,131.00
		Bi-weekly	\$1,191.31	\$1,502.00	\$1,812.73
		Hourly	\$14.89	\$18.78	\$22.66
Dispatcher; Records Specialist; Senior Equipment Operator; Property and Evidence Custodian	43	Annual	\$30,219.00	\$38,100.00	\$45,981.00
		Bi-weekly	\$1,162.27	\$1,465.38	\$1,768.50
		Hourly	\$14.53	\$18.32	\$22.11
Administrative Assistant Permit Technician	42	Annual	\$29,481.00	\$37,170.00	\$44,860.00
		Bi-weekly	\$1,133.88	\$1,429.62	\$1,725.38
		Hourly	\$14.17	\$17.87	\$21.57
Court Clerk Finance Clerk	40	Annual	\$28,061.00	\$35,379.00	\$42,698.00
		Bi-weekly	\$1,079.27	\$1,360.73	\$1,642.23
		Hourly	\$13.49	\$17.01	\$20.53
Library Specialist Equipment Operator	39	Annual	\$27,376.00	\$34,517.00	\$41,657.00
		Bi-weekly	\$1,052.92	\$1,327.58	\$1,602.19
		Hourly	\$13.16	\$16.59	\$20.03
Animal Control Officer	38	Annual	\$26,709.00	\$33,675.00	\$40,641.00
		Bi-weekly	\$1,027.27	\$1,295.19	\$1,563.12
		Hourly	\$12.84	\$16.19	\$19.54
Records Clerk	37	Annual	\$26,057.00	\$32,853.00	\$39,649.00
		Bi-weekly	\$1,002.19	\$1,263.58	\$1,524.96
		Hourly	\$12.53	\$15.79	\$19.06
Animal Shelter Operator	36	Annual	\$25,422.00	\$32,052.00	\$38,682.00
		Bi-weekly	\$977.77	\$1,232.77	\$1,487.77
		Hourly	\$12.22	\$15.41	\$18.60
Maintenance Worker	34	Annual	\$24,197.00	\$30,508.00	\$36,818.00
		Bi-weekly	\$930.65	\$1,173.38	\$1,416.08
		Hourly	\$11.63	\$14.67	\$17.70
Senior Library Clerk Laborer	33	Annual	\$23,607.00	\$29,763.00	\$35,920.00
		Bi-weekly	\$907.96	\$1,144.73	\$1,381.54
		Hourly	\$11.35	\$14.31	\$17.27
Receptionist	32	Annual	\$23,031.00	\$29,038.00	\$35,044.00
		Bi-weekly	\$885.81	\$1,116.85	\$1,347.85
		Hourly	\$11.07	\$13.96	\$16.85
Library Clerk, Visitor Center Ambassadors	29	Annual	\$21,386.00	\$26,964.00	\$32,542.00
		Bi-weekly	\$822.54	\$1,037.08	\$1,251.62
		Hourly	\$10.28	\$12.96	\$15.65
Janitor	28	Annual	\$20,865.00	\$26,307.00	\$31,748.00
		Bi-weekly	\$802.50	\$1,011.81	\$1,221.08
		Hourly	\$10.03	\$12.65	\$15.26

Town of Camp Verde
Salary Plan

Effective 07/15

Position	Range		Minimum	Midpoint	Maximum
Town Manager <i>E</i>	93	Annual	\$103,864.00	\$130,953.00	\$158,042.00
		Bi-weekly	\$3,994.77	\$5,036.65	\$6,078.54
		Hourly	\$49.93	\$62.96	\$75.98
Town Marshal/ HR Director <i>E</i>	82	Annual	\$79,160.00	\$99,805.00	\$120,451.00
		Bi-weekly	\$3,044.62	\$3,838.65	\$4,632.73
		Hourly	\$38.06	\$47.98	\$57.91
Public Works Director/Town Engineer <i>E</i>	78	Annual	\$71,715.00	\$90,419.00	\$109,122.00
		Bi-weekly	\$2,758.27	\$3,477.65	\$4,197.00
		Hourly	\$34.48	\$43.47	\$52.46
Community Development Director <i>E</i>	77	Annual	\$69,966.00	\$88,213.00	\$106,461.00
		Bi-weekly	\$2,691.00	\$3,392.81	\$4,094.65
		Hourly	\$33.64	\$42.41	\$51.18
Finance Director <i>E</i> Economic Development Director <i>E</i>	73	Annual	\$63,385.00	\$79,917.00	\$96,448.00
		Bi-weekly	\$2,437.88	\$3,073.73	\$3,709.54
		Hourly	\$30.47	\$38.42	\$46.37
Parks & Recreation Director <i>E</i> Commander;	72	Annual	\$61,839.00	\$77,968.00	\$94,096.00
		Bi-weekly	\$2,378.42	\$2,998.77	\$3,619.08
		Hourly	\$29.73	\$37.48	\$45.24
Library Director <i>E</i> Risk Manager <i>E</i>	69	Annual	\$57,424.00	\$72,401.00	\$87,377.00
		Bi-weekly	\$2,208.62	\$2,784.65	\$3,360.65
		Hourly	\$27.61	\$34.81	\$42.01
Special Projects Administrator <i>E</i>	68	Annual	\$56,023.00	\$70,635.00	\$85,246.00
		Bi-weekly	\$2,154.73	\$2,716.73	\$3,278.69
		Hourly	\$26.93	\$33.96	\$40.98
Town Clerk <i>E</i>	67	Annual	\$54,657.00	\$68,912.00	\$83,167.00
		Bi-weekly	\$2,102.19	\$2,650.46	\$3,198.73
		Hourly	\$26.28	\$33.13	\$39.98
Chief Building Official <i>E</i> Wastewater Manager	64	Annual	\$50,754.00	\$63,992.00	\$77,229.00
		Bi-weekly	\$1,952.08	\$2,461.23	\$2,970.35
		Hourly	\$24.40	\$30.77	\$37.13
Sergeant (Police)	62	Annual	\$48,309.00	\$60,908.00	\$73,508.00
		Bi-weekly	\$1,858.04	\$2,342.62	\$2,827.23
		Hourly	\$23.23	\$29.28	\$35.34
Senior Planner <i>E</i>	59	Annual	\$44,860.00	\$56,559.00	\$68,259.00
		Bi-weekly	\$1,725.38	\$2,175.35	\$2,625.35
		Hourly	\$21.57	\$27.19	\$32.82
Streets Supervisor/ Inspector CAD Draftsman	56	Annual	\$41,657.00	\$52,521.00	\$63,385.00
		Bi-weekly	\$1,602.19	\$2,020.04	\$2,437.88
		Hourly	\$20.03	\$25.25	\$30.47
Senior Accountant	55	Annual	\$40,641.00	\$51,240.00	\$61,839.00
		Bi-weekly	\$1,563.12	\$1,970.77	\$2,378.42
		Hourly	\$19.54	\$24.63	\$29.73
Deputy (police officer)	53	Annual	\$38,682.00	\$48,771.00	\$58,860.00
		Bi-weekly	\$1,487.77	\$1,875.81	\$2,263.85
		Hourly	\$18.60	\$23.45	\$28.30
Streets Maintenance Foreman	52	Annual	\$37,739.00	\$47,581.00	\$57,424.00
		Bi-weekly	\$1,451.50	\$1,830.04	\$2,208.62
		Hourly	\$18.14	\$22.88	\$27.61
Court Supervisor	50	Annual	\$35,920.00	\$45,289.00	\$54,657.00
		Bi-weekly	\$1,381.54	\$1,741.88	\$2,102.19
		Hourly	\$17.27	\$21.77	\$26.28



Agenda Item Submission Form – Section I

Meeting Date: April 20, 2016, Council Hears Planning & Zoning

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

Requesting Department: Community Development

Staff Resource/Contact Person: Michael Jenkins, Community Development Director

Agenda Title (be exact): Public Hearing, Discussion and Approval (or Denial) of an exception/waiver requested by the applicant and owner, John Bassous (Tierra Verde Holdings, LLC), to the Town of Camp Verde Engineering Standards for a rural road section utilizing Standard 512D Requirements (Road Development Standards) for the proposed Castle Heights Subdivision as located on assessor parcel number 404-18-181E and is adjacent to Arena Del Loma.

List Attached Documents:

Exhibit "A": Applicant – Owner (John Bassous) letter requesting an exception / waiver of curb and gutter to the road section design for the proposed Castle Heights Subdivision.

Exhibit "B": Letter from the Town's Deputy Public Works Director (Troy Odell), on behalf of the Public Works Director (Ron Long) supporting the street – road section as shown on the submitted Preliminary Plat for the proposed Castle Heights Subdivision.

Exhibit "C": Section CV506 – Curb & Gutter and Sidewalk Requirements, Town of Camp Verde Engineering Standards.

Estimated Presentation Time: 10 minutes

Estimated Discussion Time: 20 minutes

Reviews Completed by: Town Staff

- Department Head: Town Attorney Comments: N/A

Project Background Information:

Preliminary Plat 20150392 was submitted on December 16, 2015 by John Bassous, owner of Tierra Verde Holdings LLC. The proposed Preliminary Plat is located on Parcel 404-18-181E on Arena Del Loma near the intersection of Montezuma Castle Highway in Camp Verde, AZ, and consists of approximately 20.92 acres. The Castle Heights Subdivision consists of twelve (12) residential lots, ranging in size from 1.61 acres to 1.80 acres. The Subdivision is being proposed as "dry-lot", with individual property owners being responsible for providing their own on-site septic system and well.

General Background Information:

Over the last 8 years and during the recession, the Town of Camp Verde has seen very little or no new subdivision submittals. Subdivision development applications are now slowly increasing and staff has completed its review for the Preliminary Plat for the proposed Castle Heights Subdivision.

Town Staff and other entities are responsible to provide reviews and requirement comments for Preliminary Plat submittals based on Section 505 (Preliminary Subdivision Plat), Item A.3.a of the Town's Planning & Zoning Ordinance.

As part of the Preliminary Plat process, an applicant can apply for an exception/waiver to the adopted codes and ordinances of the Town. Should the applicant ask for an exception/waiver to the Engineering Standards (Road Section Design), the applicant must submit the request for exception/waiver in writing to the Community Development Department. All Preliminary Plats along with any requested exception/waiver must go first to the Planning & Zoning Commission for their recommendation and then to the Town Council for approval or denial. If the applicant has not requested an exception/waiver and has not addressed the requirement to the satisfaction of staff, the Community Development Director is required by the Planning and Zoning Ordinance not to schedule any hearings before the Commission and the Council until all requirements and issues are addressed.

Additionally, the Planning and Zoning Ordinance, Section 505, Item C.12, states that "The Commission may recommend that the Council authorize exceptions to any of the requirements in these regulations, if the Commission finds the following facts with respect thereto:

- a. There are special circumstances or conditions affecting said property; and
- b. That the granting of the exception will not be detrimental to the public safety, health and welfare or injurious to other property in the area in which said property is situated; and
- c. That it will not have the effect of nullifying the intent and purpose of the Town's General Plan or these regulations".

In Part Five, Section 505 – Preliminary Subdivision Plat Review and Actions by the Town Council, Item E states:

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

4. The Council approval of the Preliminary Plat shall specify that minimum Town standards for required improvements shall be designed prior to approval of the Final Plat; and if any other improvements are required at this time by the Council, they shall be so specified at the time of approval of the Preliminary Plat.

Agency Reviews:

The request for exemption/waiver was reviewed by Public Works Director, Ron Long, and Deputy Public Works Director, Troy Odell. In a letter of recommendation dated March 7, 2016, Deputy Public Works Director, Troy Odell states:

"The Preliminary Plat includes the standard subdivision roadway cross – sections which includes (2) 12 foot wide asphalt travel lanes together with a 4 foot shoulder on each side of the proposed road. The pavement sections is shown as 3 inches of asphaltic concrete over 9 inches of aggregate base course per Town of Camp Verde Engineering Standards 512D. The asphalt road includes a thickened edge, each side, per MAG Standard Detail 201 Type A. The 4 foot wide shoulder on each side shall require a minimum thickness of 9 inches of compacted aggregate base course. The 6 foot wide and 2 foot deep drainage ditches at each road side are acceptable unless the final drainage report designates that a larger cross – section is required. The typical road section shown on the Preliminary Plat reflects what is commonly found throughout the Camp Verde area within this type of rural subdivision."

Staff Review:

Community Development Staff has reviewed the currently adopted General Plan, and has noted the following statements for consideration:

2004 General Plan – Chapter 3, Land Use:

Goal A: Preserve and retain the rural atmosphere and character of the Town by promoting compatible land uses.

- Implementation Strategy A.4: Identify and develop walkways and trails, which link neighborhoods and preserve a "sense of community" and the ability to interact with neighbors.

2004 General Plan – Chapter 5, Growth Area:

Goal E: Growth will be compatible with the location of cost effective and adequate infrastructure.

- Implementation Strategy E.2: Require bike/pedestrian paths within road easements linking neighborhoods and commercial areas.
- Implementation Strategy E.3: Require developers to provide financial assurance that all curbs, gutters, pathways, fire hydrants, and streets are installed to Town specifications.

2004 General Plan – Chapter 9, Open Space & Recreation:

Goal G: Provide functional open space and recreational areas within the community for all residents of the Town, securing permanent interconnected open space system to provide visual and functional links between parks, schools and neighborhoods.

- Implementation Strategy G.4: Provide for rights-of-way within easements designated for hiking, walking, bicycling, jogging, equestrian or other non-motorized forms of transportation to assure adequate opportunities for active and passive recreation for residents of all ages.

Additionally, Section CV506 – Curb & Gutter and Sidewalk Requirements from the Town Engineering Standards adopted February 1994 and amended by Ordinance 2000 – A163 in November of 2000 states:

"General: Unless waived by the Town Council concrete curb and gutters and sidewalks are required for all new and reconstructed roadways. Curb and gutter shall be constructed in accordance with Standard Detail 220, Type A, B, C, or D as noted. Sidewalks shall be constructed in accordance with Standard Detail 230, to the width noted on the plans. All curb and gutters and sidewalks shall be constructed with sidewalk ramps in accordance with Standard Details 231, 232, 233 or 234 as applicable."

Planning & Zoning Commission Recommendation:

A motion to recommend to Council for approval of an exception/waiver requested by the applicant and owner, John Bassous (Tierra Verde Holdings, LLC), to the Town of Camp Verde Engineering Standard 512D requirements (Road Development Standards) for the proposed Castle Heights subdivision as located on assessor parcel number 404-18-181E and is adjacent to Arena Del Loma, was made by Commissioner Blue. The motion was seconded by Commissioner Freeman. Chairman Davis, Vice Chairman Burnside, Commissioners Blue, Freeman and Helm are in favor. Commissioner Hisrich abstained from voting. Motion passes.

Recommended Motion: A motion to approve (or deny) an exception/waiver requested by the applicant and owner, John Bassous (Tierra Verde Holdings, LLC), to the Town of Camp Verde Engineering Standards for a rural road section utilizing Standard 512D Requirements (Road Development Standards) for the proposed Castle Heights Subdivision as located on assessor parcel number 404-18-181E and is adjacent to Arena Del Loma with the following condition of approval:

- That if this exemption/waiver to the Town's adopted "Engineering Standard 512D (Road Development Standards)" requirement, per the Town's Engineering Standards, is approved (in its original or any modified form) by the Town Council then, the applicant is to place a statement on the Preliminary & Final Plats for the Castle Heights Subdivision that gives the date of Council approval and the exception/waiver granted and a Road Cross Section Detail showing all road improvements as approved by the Town's Public Works Director.

EXHIBIT "A"

John Bassous
Tierra Verde Holdings
PO Box 2898
Camp Verde, AZ 86322

December 15, 2015

Town of Camp Verde
Planning and Zoning Department

RE.: Letter of Waiver

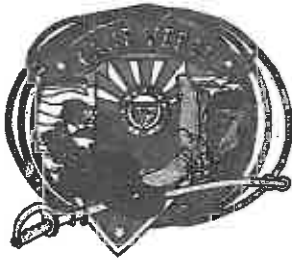
As the Owner of the proposed Castle Heights sub-division, I am pleased to submit this application for Preliminary Approval. I have spent two (2) years talking with many community leaders and individual citizens seeking their input as to what would be the best use of this pristine property. After much discussion and many revisions, you have before you what should be one of Camp Verde's finest locations to live...breathtaking views, large lots, easy access to Forest Service and a rural atmosphere. I am confident that this sub-division will attract the attention of those wanting to call Camp Verde home!

In keeping with the rural theme, I am requesting a waiver for curbing and gutters. The intent is to create a low density subdivision which lends itself to rural living and will not look like a "city" lot. We want the natural vegetation and land contours to be the focus, not sterile concrete. In addition, each lot being almost 1.7 acres and only 12 lots total, the drainage issues are significantly less than higher density subdivisions. We have addressed the drainage plan elsewhere demonstrating that curbing and gutters are not necessary. Finally, this would allow for a consistency within the Town of other sub-divisions which retain the rural atmosphere.

Thank you for your consideration,



John Bassous



Town of Camp Verde
Public Works Department
395 S. Main St.
Camp Verde, AZ 86322
Tel: (928) 554-0826
Fax: (928) 567-1540
Email:
Troy.Odell@campverde.az.gov
Web: www.cvaz.az.gov

EXHIBIT "B"

**TO: Town Council & Planning and
Zoning Commission**

**FROM: Troy Odell
Deputy Public Works Director
March 7, 2016**

Cc. Russ Martin – Town Manager

**Re: Request for exception / waiver to allow for a rural road section for the Castle Heights
Subdivision.**

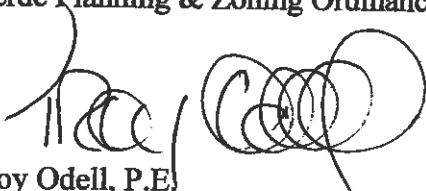
DESCRIPTION

Dear Council & Commission:

I Troy Odell, (Deputy Public Works Director) on behalf of the Town Engineer (Ron Long) am hereby providing this letter of recommendation which supports the road section for the proposed Castle Heights subdivision. Mr. Long completed a review of the Preliminary Plat for the Castle Heights subdivision and found all revisions to be acceptable. The Preliminary Plat includes the standard subdivision roadway cross – sections which includes (2) 12 foot wide asphalt travel lanes together with a 4 foot shoulder on each side of the proposed road. The pavement sections is shown as 3 inches of asphaltic concrete over 9 inches of aggregate base course per Town of Camp Verde Engineering Standards 512D. The asphalt road includes a thickened edge, each side, per MAG Standard Detail 201 type A. The 4 foot wide shoulder on each side shall require a minimum thickness of 9 inches of compacted aggregate base course. The 6 foot wide and 2 foot deep drainage ditches at each road side are acceptable unless the final drainage report designates that a larger cross – section is required.

This typical road section shown on the Preliminary Plat reflects what is commonly found throughout the Camp Verde area within this type of rural subdivision.

This letter is in response to a request for exception / waiver to the Town road standards as submitted by the owner / applicant John Bassous per Section 505, Item C.12 of the Town of Camp Verde Planning & Zoning Ordinance.


Troy Odell, P.E.
Deputy Public Works Director

SECTION CV506

CURB & GUTTER AND SIDEWALK REQUIREMENTS
AMENDED BY ORDINANCE 2000A163 EFFECTIVE 11-13-00

GENERAL: Unless waived by the Town Council concrete curb & gutters and sidewalks are required for all new and reconstructed roadways. Curb & Gutter shall be constructed in accordance with Standard Detail 220, Type A, B, C or D as noted. Sidewalks shall be constructed in accordance with Standard Detail 230, to the width noted on the plans. All curb & gutters and sidewalks shall be constructed with sidewalk ramps in accordance with Standard Details 231, 232, 233 or 234 as applicable.

Requirements for curb & gutter and sidewalks are as follows:

ARTERIAL ROADS: Curb and Gutter to be Type A with H=6' for face of curb. Sidewalk to be 6' in width and located adjacent to the curb, with a parkway between sidewalk and curb, or meandering in accordance with engineering drawings.

MAJOR COLLECTOR: Same requirements as for ARTERIAL ROAD.

RESIDENTIAL COLLECTOR: Same requirements as for ARTERIAL ROAD except H=4" for face of curb. All driveway entrances to be constructed in accordance with Standard Detail 251.

RESIDENTIAL STREET: Curb and Gutter to be Type C. Sidewalk to be 4' in width and located adjacent to the curb or with a parkway. All driveways must have entrances constructed, and these must be constructed in accordance with Standard Detail 250. Notwithstanding the requirements of this paragraph, alternative improvements may be permitted based upon the following schedule:

- A. **General:** Sidewalks should be considered pathways to provide non-motorized access with the improved area and to adjacent properties. Except in high density areas; flat straight, gray concrete pathways should be avoided in favor of varied location pathways utilizing stamped concrete or suitable alternative material such as stabilized or polymer based crushed granite. All pathways must meet Americans with Disabilities Act standards and be at least 4' wide. Additionally, one extra width pathway at least 6' in width may be substituted for pathways on both sides of the road. Curbs and gutter systems may be vertical, rolled or ribbon depending on drainage and topographic considerations.

B. Generally Accepted Standards:

DENSITY	IMPROVEMENT TYPE REQUIRED	
	Pathways	
	1 Side	2 Sides
Multi-Family or Mobile Home Parks	X	X
Density District 1-12 (1 to 12,000 SQ FT lots)	X	X
Density District 18, 25 (18,000 –25,000SQ FT lots)	X	X
Density District s 35, 70, and 2A (35,000 SQ FT to 87,120 SQ FT lots)	X	*
All other larger Districts	Per site conditions	

Note: * Depending on adjacent development, site, road and drainage conditions a compacted dirt swale may be allowed in place of curbs and gutters

INDUSTRIAL A or INDUSTRIAL B STREETS: curb and Gutter to be Type A with H=6" for face of curb. Sidewalk to be 6' in width located adjacent to the curb.

COMMERCIAL STREET: Curb and Gutter to be Type A with H=6" for face of curb. Sidewalks to be 8' in width and located adjacent to the curb, with a parkway, or meandering in accordance with engineering drawings.



Agenda Item Submission Form - Section I

Meeting Date: April 20, 2016, Council Hears Planning & Zoning

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

Requesting Department: Community Development

Staff Resource/Contact Person: Michael Jenkins, Community Development Director

Agenda Title (be exact): Public Hearing, Discussion and Approval (or Denial) of an exception/waiver requested by the applicant and owner, John Bassous (Tierra Verde Holdings, LLC), to the adequate fire flow requirements for the proposed Castle Heights subdivision as located on assessor parcel number 404-18-181E and is adjacent to Arena Del Loma.

List Attached Documents:

Exhibit "A": Copy of Arizona Revised Statute 9-807 (Mandated fire sprinklers in certain residences prohibited; exception; permit application format.

Exhibit "B": Applicant's submitted letter requesting an Exemption / Waiver from the Adequate Fire Flow requirement as provided for in the 2012 International Fire Code.

Exhibit "C": Fire District's letter of recommendation of denial to the Commission / Council on applicant's exemption / waiver request for adequate fire flow requirements.

Exhibit "D": Town's Building -- Fire Code Official letter of recommendation of denial to the Commission / Council on applicant's exemption / waiver request for adequate fire flow requirements.

Estimated Presentation Time: 20 minutes

Estimated Discussion Time: 30 minutes

Reviews Completed by: Town and Camp Verde Fire District Staff

- Department Head: Town Attorney Comments:

Invited Guests / Staff for Technical Input:

Camp Verde Fire District Fire Chief (Terry Keller) & Fire Marshall (Kristi Gagnon). Robert Foreman, Town of Camp Verde, Building and Fire Code Official & Emily Diver, Town of Camp Verde Building Inspector & Plans Examiner.

Project Background Information:

Preliminary Plat 20150392 was submitted on December 16, 2015 by John Bassous, owner of Tierra Verde Holdings LLC. The proposed Preliminary Plat is located on Parcel 404-18-181E on Arena Del Loma near the intersection of Montezuma Castle Highway in Camp Verde, AZ, and consists of approximately 20.92 acres. The Castle Heights Subdivision consists of twelve (12) residential lots, ranging in size from 1.61 acres to 1.80 acres. The Subdivision is being proposed as "dry-lot", with individual property owners being responsible for providing their own on-site septic system and well.

General Background Information:

Over the last 8 years and during the recession, the Town of Camp Verde has seen very little or no new subdivision submittals. Subdivision development applications are now slowly increasing and staff has completed its review for the Preliminary Plat for the proposed Castle Heights Subdivision.

Town Staff and other entities are responsible to provide reviews and requirement comments for Preliminary Plat submittals based on Section 505 (Preliminary Subdivision Plat), Item A.3.a of the Town's Planning & Zoning Ordinance. One of the other reviewing entities, as listed in the Town's Planning & Zoning Ordinance, is the Camp Verde Fire District.

The Town of Camp Verde adopted the 2012 International Code Council (ICC) Building Codes on August 6, 2014 which became effective on September 16, 2014. Included in the code adoption was the 2012 International Fire Code (IFC) along with the additional technical codes as referenced in Article 7-4 of the Town Code. Under Section 7-1-100 (Town of Camp Verde Technical Code Amendments) it states that "All references to Fire Code Official in the adopted International Fire Code will be deemed to mean the appointed Building Official of the Town of Camp Verde or his designee, which from time to time, in accordance with the Intergovernmental Agreements (IGA's) with the Camp Verde Fire District, a separate entity from the Town, will be the Camp Verde Fire District appointed Fire Marshal".

Additionally, the Camp Verde Fire District Board adopted the 2012 International Fire Code (IFC) on August 21, 2014.

It has been the intent of the Town of Camp Verde and the Camp Verde Fire District, due to their combined responsibilities, to have the same fire codes and interpretations in effect to create consistent requirements. Focusing on Preliminary Plat Subdivision applications, the International Fire Code (IFC) requires adequate fire flow for any new structure. This requirement comes from the Town's, as well as the Camp Verde Fire District's, adopted International Fire Code and is applied to new subdivisions requesting plat approval (Preliminary & Final Plats).

As part of the Preliminary Plat process, an applicant can apply for an exception/waiver to the adopted codes and ordinances of the Town. Should the applicant ask for an exception/waiver to the adequate fire flow requirement, the applicant must submit the request for exception/waiver in writing to the Community Development Department. All Preliminary Plats along with any requested exception/waiver must go first to the Planning & Zoning Commission for their recommendation and then to the Town Council for approval or denial. If the applicant has not requested an exception/waiver and has not addressed the requirement to the satisfaction of staff, the Community Development Director is required by the Planning and Zoning Ordinance not to schedule any hearings before the Commission and the Council until all requirements and issues are addressed.

Additionally, the Planning and Zoning Ordinance, Section 505, Item C.12, states that "The Commission may recommend that the Council authorize exceptions to any of the requirements in these regulations, if the Commission finds the following facts with respect thereto:

- a. There are special circumstances or conditions affecting said property; and
- b. That the granting of the exception will not be detrimental to the public safety, health and welfare or injurious to other property in the area in which said property is situated; and

- c. That it will not have the effect of nullifying the intent and purpose of the Town's General Plan or these regulations".

In Part Five, Section 505 – Preliminary Subdivision Plat Review and Actions by the Town Council, Item E states:

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

Agency Reviews:

The request for exemption/waiver was reviewed by the Building Official, Robert Foreman, and the Camp Verde Fire District Fire Marshal, Kristi Gagnon. Both entities are recommending for denial of this exemption/waiver. A copy of their review comments have been included in this agenda packet for your review.

Staff Review:

Community Development Staff has reviewed the currently adopted General Plan, and has noted the following statements for consideration:

2004 General Plan – Chapter 5, Growth Area:

Goal E: Growth will be compatible with the location of cost effective and adequate infrastructure.

- Implementation Strategy E.3: Require developers to provide financial assurance that all curbs, gutters, pathways, fire hydrants, and streets are installed to Town specifications.

Additionally, it is staff's recommendation to remain and hold to all currently adopted Codes, Ordinances and interpretations for adequate fire flow requirements for proposed new subdivisions. As discussed above, the Fire Code Official (Building Official or his designee) for the Town of Camp Verde makes all interpretations of the International Fire Code for the Town. Likewise, the Fire Chief (or his/her designee) of the Camp Verde Fire District makes all interpretations of the International Fire Code for the Fire District.

Based on the intent of the Town and the Fire District to follow the same codes and interpretations, both entities have worked together to accept the same interpretations of the fire code thus creating consistent requirements. It must be pointed out that several identical alternatives to achieving adequate fire flow have been determined by the Town and the Fire District to include but not limited to the following:

- Water line and fire hydrant or hydrants to meet the adequate fire flow requirements as determined by the Fire Code Official.
- Permanent on site water storage in tanks, ponds or ditches to meet adequate fire flow requirements as determined by the Fire Code Official.
- Sprinkler fire suppression systems with proper on site water storage and a pump as determined by the Fire Code Official.

The Council should also note that the previously adopted International Fire Code, used by the Town prior to its adoption of the 2012 International Fire Code, contains the same adequate fire flow requirements.

Planning & Zoning Commission Recommendation:

A motion to recommend to Council for approval of an exception/waiver requested by the applicant and owner, John Bassous (Tierra Verde Holdings, LLC), to the adequate fire flow requirements for the proposed Castle Heights subdivision as located on assessor parcel number 404-18-181e and is adjacent to Arena Del Loma was made by Commissioner Blue. The motion failed for a lack of second.

A motion to recommend to Council for denial of an exception/waiver requested by the applicant and owner, John Bassous (Tierra Verde Holdings, LLC), to the adequate fire flow requirements for the proposed Castle Heights subdivision as located on assessor parcel number 404-18-181E and is adjacent to Arena Del Loma was made by Vice Chairman Burnside. The motion was seconded by Commissioner Hisrich.

Chairman Davis, Vice Chairman Burnside, Commissioners Hisrich, Freeman and Helm are in favor. Commissioner Blue is against. Motion passes.

Recommended Motion: A motion to Approve (or Deny) of an exception/waiver requested by the applicant and owner, John Bassous (Tierra Verde Holdings, LLC), to the adequate fire low requirements for the proposed Castle Heights subdivision as located on assessor parcel number 404-18-181E and is adjacent to Arena Del Loma with the following conditions of approval:

- That if this exemption / waiver to the Town's adopted "Adequate Fire Flow" requirement, per the 2012 International Fire Code (IFC), is approved (in its original or any modified form) by the Town Council then, the applicant is to place a statement on the Preliminary & Final Plats for the Castle Heights Subdivision that gives the date of Council approval and the exception / waiver granted.

EXHIBIT "A"

EXHIBIT "A"

9-807. Mandated fire sprinklers in certain residences prohibited; exception; permit application format

A. A municipality shall not adopt a code or ordinance or part of a uniform code or ordinance that prohibits a person or entity from choosing to install or equip or not install or equip fire sprinklers in a single family detached residence or any residential building that contains not more than two dwelling units. A municipality shall not impose any fine, penalty or other requirement on any person or entity for choosing to install or equip or not install or equip fire sprinklers in such a residence. This section does not apply to any code or ordinance that requires fire sprinklers in a residence and that was adopted before December 31, 2009.

B. A fire sprinkler permit application may be in either print or electronic format.

C. A municipality shall include the provisions of subsection A of this section on fire sprinkler permit applications that are for a single family detached residence or any residential building that contains not more than two dwelling units.

EXHIBIT "B"



RESIDENTIAL AND COMMERCIAL CONTRACTOR
PO BOX 2898 CAMP VERDE, AZ 86322 (928) 567-2477
ROC 261021

3.2.2016

To: Town of Camp Verde

RE.: Letter of Exemption for Fire Sprinklers/Adequate water supply for the proposed Castle Heights Subdivision

As the Owner of the property on which the proposed Castle Heights Subdivision is to be located, I am requesting that an exemption be granted by the Town of Camp Verde for fire sprinklers/adequate water supply for the following reasons:

OPTIONS & FINANCIAL BURDEN

EXTEND WATER MAIN- This property is in the Camp Verde Water service area but without a water supply. The closest water main is 8000 feet away. The cost would exceed \$500,000 to get water to the proposed 12 lot subdivision. This would cost approximately \$41, 600 per lot to provide water to the lot line and another \$8,000 to install the actual system.

SUBDIVISION STORAGE TANK- This would require the installation of a large well (in addition to each lot well), a 120,000 gallon storage tank with a pump, and distribution of water to several hydrants. The cost would range from \$350,000 - \$500,000.

INDIVIDUAL STORAGE TANKS- Each lot would have its own storage tank, pump and overhead system. The cost would range from \$10,000 - \$15,000 per house. This requires annual inspections and other maintenance costs which adds additional burden to the home owner.

While all these are options, the cost would be so great that the project would be cancelled due to financial impracticality.

CODE FLEXIBILITY

Our current code allows for flexibility. Section B103.1 clearly states that "the Fire Chief is authorized to reduce the fire flow requirements for isolated buildings or a group of buildings in a rural area or small communities where the development of full fire flow requirements is impractical" It is within our own adopted codes to reduce the requirements where deemed impractical.

COMMUNITY PERCEPTION

Our Town has made it clear through abundant public meetings and the General Plan that it wants to preserve its rural nature and where possible and encourage low density development. Castle Heights wants to do exactly that with 12 lots spread out over 20 acres. Subdivisions with rural design and intent are usually located

away from traditional utility sources. It only is logical that you cannot always have rural design features and provide all the luxuries of urban America.

CURRENT BUILDING CODES

Under our current building code, construction methods which minimize fire hazards are already in place. There are many current and innovative materials and methods that are ignition resistant and minimize fire hazard. These features along with defensible space planning create safe buildings. Statistics are clear that today's buildings are extremely safe. We know that Fire Departments receives significantly fewer fire calls today than twenty years ago. I am not aware of any individual that frets over not having a fire sprinkler system in their home or refuses to purchase a home because it does not have a sprinkler! I believe that there is sufficient amount of fire protection built into our adopted building code.

ADEQUATE WATER SUPPLY

There are multiple fire hydrants within 3 minutes of this subdivision and the Camp Verde Fire District does have a pumper truck to utilize in similar situation around Camp Verde. Castle Heights subdivision would have the same level of fire protection as every other house in Camp Verde that does not have a fire sprinkler and is not located within 600 feet of a fire hydrant!

The current ISO rating for the Camp Verde Fire District is 10. (Those areas beyond a five mile distance of a fire station) This means that it is common practice and understood that a fire district located in a rural area with the ISO rating of 10 will have to haul water. (Versus Phoenix which is rated at 1 due to its extensive water line distribution.) Our current Fire District employs a large capacity water tender vehicle as well as a new engine company. In addition, they receive mutual aid from Rimrock, Lake Montezuma, Sedona and Verde Valley Fire

GOOD BUSINESS PRACTICE

What is proposed before you today is an upper scale subdivision which will attract buyers who desire the rural atmosphere. Construction of Castle Heights subdivision will provide jobs for over 300 individuals who are primarily based in Camp Verde. It will generate over \$8,000,000 new dollars to this community. In turn, this subdivision will encourage businesses to locate to the adjacent property, resulting in an increase of sales tax revenue to the Town which you as a Council voted to convert to C-2.

Choosing to impose unnecessary restrictions chokes out development. Land owners often seek the path of least resistance, legally splitting a large parcel into lesser parcels, creating dirt roads and unplanned development, resulting in lesser property taxes which decrease the potential revenue for the variety of different districts, including the Camp Verde Fire District, who would still be required to service this area.

I am asking you to carefully consider your decision as it can and will have a profound impact on Camp Verde.

Respectfully,



John Bassous

March 2, 2016

Town of Camp Verde
473 South Main Street, Suite 102
Camp Verde, Arizona 86322

Re: Castle Heights Subdivision

We have prepared this letter in response to comments from the Camp Verde Fire District (CVFD) at the Project Review Meeting on February 1, 2016. We understand that the Camp Verde Fire District has adopted the 2012 version of the International Fire Code (IFC) and that water supply for fire protection is a principal concern for the Castle Heights Subdivision. We appreciate the concern for fire safety and just want to emphasize that Section B103.1 of the IFC allows for decreases in fire-flow requirements under appropriate circumstances. Given the rural nature of the project and the Camp Verde community in general, *"...the fire chief is authorized to reduce the fire-flow requirement [in rural areas] where the development of full fire-flow requirements is impractical."*

Additionally, Section B103.3 cites *NFPA 1142* and the International Wildland-Urban Interface Code for areas without water supply systems. *NFPA 1142* lists *occupancy hazard, construction type, structure dimensions and exposures* as principal requirements for estimating minimum water supplies. Single family residences are not listed in the *occupancy hazard* classification system; the most similar occupancy would be apartments which are considered light hazard. In regard to *construction type* the current building code integrates fire safety, regardless of *structure dimension*, with building requirements such as fire blocking, type x drywall (fire rated gypsum), elevated water heaters, smoke detectors, arc fault breakers and minimum clearances for flues and chimneys. These construction features along with defensible space planning and passive fire safety measures result in low fire potential. Furthermore, given the size of the lots (minimum 1.61 acres) *exposures* are minimal and can be completely discounted with a 50-ft minimum separation between structures.

The *International Wildland-Urban Interface Code* lists *access* and *water supply* as primary objectives. The standard also recommends *ignition resistant building materials* and *defensible space* as primary measures to prevent the spreading of fires. *Access* to the subdivision is from two (2) paved cul-de-sacs less than 500-ft in length. The streets will have a paved width of 24-ft with 28-ft turn radii and 96-ft diameter cul-de-sacs to facilitate fire truck access. A centralized water distribution system is not attainable for the Castle Heights Subdivision although sufficient *water supply* and firefighting resources are available from CVFD. The current building code already requires *ignition resistant building materials* and additional requirements will be integrated with the Final Plat to ensure each lot owner maintains *defensible space* around residential building structures.

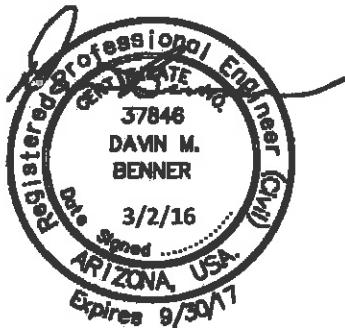
The nearest *water supply* is about 1-1/2 mile from Castle Heights and the development cost to extend the water distribution system is not financially viable for a 12-lot residential subdivision. Residential fire sprinkler systems are an accepted alternative to a centralized water distribution system but these types of systems are considerably expensive to install, especially on private well systems, and require perpetual ongoing maintenance and regular inspections to ensure proper operation. We believe *passive fire safety measures* are a more practical and effective solution given the circumstances, and we believe this is a more suitable approach.

Given the rural nature of the project and surrounding community, and considering the fact that a centralized water distribution system is not attainable, the developer is willing to impose additional requirements on the 12 single family lots to enhance fire safety. Specifically, the developer would revise the Preliminary Plat submittal to include the following items.

- *Increase side setbacks on all lots from 7-ft to 25-ft*
- *Incorporate the following supplementary building conditions on all lots*
 - *Minimum 50-ft separation between all structures*
 - *Defensible space requirements*

Please let us know if you would be agreeable to these concessions as a condition of approval.

Sincerely,



Davin Benner, P.E.
Granite Basin Engineering, Inc.



KAREN L. REINHOLD, LUTCF, Agent
Auto - Life - Health - Home and Business

400 Finnie Flat Road, Suite 2
Camp Verde, Arizona 86322
Phone: (928) 567-3374
Fax (928) 567-6538

February 29, 2016

Town of Camp Verde
RE: Subdivision to be built by Tierra Verde Builders
John Bassous, President

To Whom it May Concern:

I have been a State Farm Agent for over 30 years, and in Arizona since 1997. I was asked to give my professional opinion on the economic value versus cost of interior sprinkler protection for homes built in Camp Verde.

Sprinklers, like alarm systems, can bring peace of mind to the homeowner. However, I have never seen either justify their expense. On a home, if sprinklers are in every room of the home, including bathrooms, closets, attics and attached structures, the savings is 7% of the annual premium. For example, if a homeowner's premium is \$1000 per year, he would save \$70 per year. If sprinklers are only in the main rooms (not attics, closets, etc.), the savings is only 2%, so that same homeowner would only save \$20 per year having the sprinklers. Given that the cost to install these devices is \$10,000 to \$15,000 per home, a resident could not possibly live long enough to recoup that expense. In addition, having this expense built into the cost of the home would be a disadvantage to the builder, the buyer, and eventually the seller. The discount is quite small, which reflects the small benefit the sprinklers provide in terms of fire protection.

Please feel free to contact me should you have further questions.

Sincerely,

Karen L. Reinhold, Agent
State Farm Insurance

EXHIBIT "C"



March 3, 2016

Re: Castle Heights Subdivision
Water Supply Exemption Request

The Camp Verde Fire District does not support an "exemption" of the water supply requirement for the Castle Heights Subdivision.

Section 507.1 of the 2012 International Fire Code states (IFC), "An approved water supply capable of supplying the required fire flow for fire protection shall be provided to premises upon which facilities, buildings or portions of buildings are hereafter constructed or moved into or within the jurisdiction."

Section 507.2 of the 2012 IFC states, "A water supply shall consist of reservoirs, pressure tanks, elevated tanks, water mains or other fixed systems capable of providing the required fire flow."

Section 507.3 of the 2012 IFC states, "Fire flow requirements for buildings or portions of buildings and facilities shall be determined by an approved method. The approved method of determining fire flow is appendix B of the 2012 IFC, which was adopted in conjunction with the main body of the IFC."

Appendix B, section B105.1 of the 2012 IFC states, "The minimum fire-flow and flow duration requirements for one- and two-family dwellings having a fire-flow calculation area that does not exceed 3,600 square feet shall be 1,000 gallons per minute for 1 hour."

Therefore, if the most optimal situation were to be achieved, the development would connect to water mains and provide fire hydrants that would supply a minimum of 1,000 gallons per minute, for at least 1 hour. If the most optimal situation is not achievable, a storage of water for the fire-flow is also acceptable. 1,000 gallons per minute for a duration of one hour would require a storage of 60,000 gallons.

If the 60,000 gallon water storage is also not achievable we look to section B103.1 of the 2012 IFC, which states, "The fire chief is authorized to reduce the fire-flow requirements for isolated buildings or a group of buildings in rural areas or small communities where the developments of full fire-flow requirements is impractical."

*This section clearly states that a REDUCTION of the fire-flow is allowed, not an ELIMINATION of the fire-flow.

To determine what reduction is acceptable that still meets the intent of the code, we look two paragraphs lower at section B103.3, which states, "For information regarding water supplies for fire-fighting purposes in rural and suburban areas in which adequate and reliable water supply systems do not exist, the fire code official is authorized to utilize NFPA 1142 or the International Wildland Urban Interface Code."

To determine which document to refer to, we must look at the objective of each document. NFPA 1142 is the "Standard on Water Supplies for Suburban and Rural Fire Fighting" and states in Section 1.2, "The purpose of this standard is to assist the AHJ to establish the minimum water supply necessary for structural fire-fighting purposes in those areas where it has been determined that there is no water or inadequate water for fire fighting."

The International Wildland Urban Interface Code (IWUIC) states in section 101.3, "Regulations in this code are intended to mitigate the risk to life and structures from intrusion of fire from wildland fire exposures and fire exposures from adjacent structures and to mitigate structure fires from spreading to wildland fuels."

The purpose of NFPA 1142 is aligned with the intent of the International Fire Code requirement for water supply; to provide water to suppress a fire that originates within the newly constructed building. The IWUIC is more intended for protection against wildland fires.

In NFPA 1142 a formula is used to determine the minimum water supply required. The factors in this formula include volume of structure, occupancy hazard classification, and construction classification. The total water supply

required will be different based on the different characteristics of each building. However, we can give an example of what the minimum water supply would be for a 2,500 square foot building, 14 feet in height, with a VB construction classification, and no other structure within 50'. Our equation would look like this:

$$WS(\min) = (35,000/7) \times 1.5$$

This would result in a minimum water supply of 7,500 gallons. This water supply would be required to be delivered at a rate of 500 gallons per minute and have a connection, such as a dry hydrant, which could be utilized by fire personnel for firefighting purposes.

NFPA 1142 also states in section 4.4.1, "The AHJ shall be permitted to reduce the water supply required by this standard for manual fire-fighting purposes when a structure is protected by an automatic sprinkler system that fully meets the requirements of NFPA 13."

This brings us to the subject of fire sprinklers in the residences. Neither the Camp Verde Fire District nor the Town of Camp Verde is requiring the developer to install fire sprinklers in the proposed homes. The requirement is for a water supply for firefighting purposes. As you can see in the paragraphs above, there are many options for providing the required water supply. The IFC and NFPA standards give us, as authorities having jurisdiction, the flexibility to accept fire sprinklers as an adequate water source for fire-flow should the developer choose to install them when other means of providing fire-flow are not achievable.

Residential fire sprinkler systems are considered adequate because national research shows that automatic fire sprinklers can reduce fire damage by up to 97%, reduce water usage to fight a home fire by as much as 91%, and most importantly, sprinklers coupled with smoke alarms can increase one's chance of surviving a fire by more than 82%. State Farm Insurance Company, in their article "8 Great Reasons to Install a Home Fire Sprinkler," proclaims that stopping a fire in its earliest stages increases safety and reduces the amount of property damage. Also, ninety percent of fires are contained by the operation of just one sprinkler. Many sprinklers will activate within 30 to 60 seconds – faster than local firefighters can respond. In one study, sprinklers used an estimated 341 gallons of water to control the average fire while firefighters used an average of 2,935 gallons to extinguish a residential fire. Additionally, a national poll conducted by Harris Interactive showed that two-thirds (69%) of U.S. homeowners say having a fire sprinkler system increases a home's value.

This requirement is not about fire sprinklers, but the information regarding sprinklers is included to express the flexibility of options that still meet the intent of the codes. While connecting to the existing water mains may not be feasible for this project, there are options that are feasible, including installing a fire sprinkler system. Three different local fire sprinkler contractors were kind enough to give me estimates of cost to the homeowner for an automatic fire sprinkler system for a 2,500 square foot residence that would utilize a private well, tank and pump to provide the needed water flow and pressure. One company quoted the cost at \$6,400, another company gave a cost of \$7,500, while the third company gave a cost of \$9,550.

The requirement for a water supply for a new subdivision, as one can see from the previous paragraphs, is not a matter of opinion. It is a necessary code requirement, which as an authority having jurisdiction, I am obligated to enforce. However, there is flexibility in how that requirement is met by the developer. No water supply is not an option.

Respectfully,

Kristi Gagnon
Fire Marshal

EXHIBIT "D"

TOWN OF CAMP VERDE



Memorandum

To: Planning and Zoning Commission

Cc: Mike Jenkins, Community Development Director
File

From: Robert Foreman, Building Official

Date: 03/07/2016

Re: Waiver of Fire Protection Water Supplies, Section 507 IFC

Planning and Zoning Commissioners:

As the Building Official and Fire Code Official for the Town of Camp Verde I cannot in any way support the waiving of such a basic and elemental life safety issue as fire protection.

Camp Verde has numerous neighborhoods, metes & bounds properties, and older sub-divisions that were created long before the County was mature enough to adopt Building and Fire Codes, long before Camp Verde incorporated and before Camp Verde adopted Building and Fire Codes. To consciously create more of these would at the very best be gross negligence, and go counter to the presently adopted General Plan. Reference GROWTH AREA element, Goal E, Implementation Strategy E.2

"Fire departments across the U.S. have worked tirelessly to promote fire safety and prevention. There's some evidence that the number of fires has diminished; however, new building materials and furnishing mean that fires today burn up to eight times faster, as well as hotter, and with more toxic smoke than ever before." Reference campverde.azsafepersonnel.com/training/player.

Appendix B, also adopted by the Town of Camp Verde, Sections 103.1 and 103.2 does give the Fire Chief the ability to modify the required fire flow upwards or downwards depending on individual conditions. It does not state that the Fire Chief can eliminate the requirement for adequate fire flow.

Under State ARS statute 9-807 the Town cannot require the installation of a fire sprinkler in a single family residence if it did not have such an ordinance in place prior to December 31st 2009. However both the Fire Marshal, Fire Chief and the Town Building Official have agreed that a sprinkler system is an acceptable substitute water flow requirement to fire hydrants for a single family residence. This would not at all be the case for Commercial structures. As well as other acceptable means of providing adequate water supply to meet fire flow requirements.

The installation of a sprinkler system in a 2,500 square foot residence costs in the neighborhood of \$8,000 dollars. This cost spread over a 30 year mortgage is not a significant financial burden. As well financial issues cannot and will not be considered when it comes to basic Life Safety requirements in the Technical Building and Fire Codes.

The Commission should also consider that a premise of law is that what you do for one you are obligated to do for others. If a waiver of this basic Life Safety is given to one developer than any and all future developers can rightfully expect the same consideration in waiving this for their projects, including Commercial developments.

As the Camp Verde Fire Marshal has often commented these codes have been written in blood. There is a reason they exist. I would urge you not to forget the lesson of Chicago 1871. I would also urge you to consider the impression that would be made to members of a jury and of the judiciary if such a fundamental Life Safety requirement were to be waived by the Town and there was a loss of life as a result. The potential liability for the Town would be catastrophic.

I am absolutely opposed to any waiver of proper means of fire protection for any new sub-divisions and any commercial development.

My plans examiner/building inspector Emily Diver as you may or may not know has an architectural degree from Clemson University. Prior to employment with the Town Emily worked for several professional architectural firms over a twelve (12) year span of time. She wanted to add a statement to the effect that in all her dealings with Developers that she never worked with one that wanted to waive a basic Life Safety requirement.

Camp Verde is not a completely planned community like Anthem and we have to deal with what exists as best we can. To add more would be counter to all rational thinking.

Thank you



Robert Foreman
Building Official
Town of Camp Verde
473 S. Main St. Ste., 108
928-554-0050
Robert.foreman@campverde.az.gov



03/07/2016 09:46



03/07/2016 09:46



03/07/2016 09:46











Town of Camp Verde

Agenda Item Submission Form – Section J

Council Hears Planning & Zoning
Meeting Date: April 20, 2016 – 6:30PM

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

Requesting Department: Community Development

Staff Resource/Contact Person: Community Development Director, Michael Jenkins
Assistant Planner, Kendall Welch

Agenda Title (be exact): Public Hearing, Discussion and Possible Approval of Resolution 2016-956, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona; approving Preliminary Plat 20150392 for the purpose of developing the 'Castle Heights' Subdivision, which is a twelve (12) lot, residential subdivision, located on parcel 404-18-181E, near the intersection of North Arena Del Loma Road and North Montezuma Castle Highway, that consists of approximately 20.92 acres.

List Attached Documents: Land Use Application Form, Directions to Property, Letter of Intent, Warranty Deed, Legal Description, Preliminary Title Report, Castle Heights Preliminary Deed Restrictions, APS Service Availability Letter, ADWR Service Availability Letter, CenturyLink Service Availability Letter, Yavapai County Development Services Site Investigation Report, Western Technologies Inc. Geotechnical Evaluation Report, Granite Basin Engineering Phase II Drainage Report, Granite Basin Engineering Traffic Memorandum Letter, Letter of Waiver for Curbing/Gutter, Letter of Waiver for Fire Flow Requirement With Attachments, Agency Review Comments, Vicinity Map, Zoning Map, Land Use Map, Castle Heights Subdivision Preliminary Plat, Castle Heights Subdivision Grading & Drainage Plans, Draft Minutes from the March 10, 2016 Special Session of the Planning & Zoning Commission; Draft Resolution 2016-956.

Estimated Presentation Time: 20 minutes

Estimated Discussion Time: 30 minutes

Reviews Completed by:

- Department Head: Town Attorney Comments:

Background Information: Preliminary Plat 20150392 was submitted on December 16, 2015 by John Bassous, owner of Tierra Verde Holdings LLC. The proposed Preliminary Plat is located on Parcel 404-18-181E on Arena Del Loma near the intersection of Montezuma Castle Highway in Camp Verde, AZ, and consists of approximately 20.92 acres. The Castle Heights Subdivision consists of twelve (12) residential lots, ranging in size from 1.61 acres to 1.80 acres. The subdivision is being proposed as "dry-lot", with individual property owners being responsible for providing their own on-site septic system and well.

Planning & Zoning Ordinance: Per Part Five, Section 505 – Preliminary Subdivision Plat, Item E. Preliminary Subdivision Plat Review and Actions by the Town Council:

1. Upon receipt of the report and recommendation by the Commission, the Council at its next succeeding Council Hears Planning & Zoning Matters meeting or special meeting shall approve, conditionally approve, with or without exceptions, or reject the Preliminary Subdivision Plat application.

2. If the Council determines that said Preliminary Plat is not in conformity with these regulations or associated design criteria or if other requirements are not approved by the Council, it shall disapprove said plat specifying its reason or reasons therefore; and the Community Development Director shall advise the subdivider in writing of such disapproval and of the reasons for such disapproval. If an application is rejected by the Town Council, the new filing of a subdivision application for the same parcel(s) or any part thereof shall follow the aforementioned procedures and shall be subject to the required fees.
3. Preliminary Plat approval is based upon the following terms:
 - a. The basic conditions under which the Preliminary Plat is granted will not be changed prior to expiration date of the approval.
 - b. Approval is valid for a period of twenty-four (24) months from date of Council action, unless an extended period is requested and approved by Council.
 - c. Prior to the expiration of the approval period the subdivider may request, by written application, Commission and Council approval of a one year time extension; such approvals may be granted, if after hearing a recommendation by the Commission the opinion of the Council is there is not a change in conditions within, or adjoining, the Preliminary Plat that would warrant a revision to its original design.
4. The Council approval of the Preliminary Plat shall specify that minimum Town standards for required improvements shall be designed prior to approval of the Final Plat; and if any other improvements are required at this time by the Council, they shall be so specified at the time of approval of the Preliminary Plat.

Agency Comments: Reviewing agencies were notified on December 23rd, 2015 and a summary of the responses received have been listed below. Please see the attached Agency Comments included in the agenda packet for additional information.

APS (Kent Jones, Sr. Customer Project Manager)

The proposed 12 lot subdivision is within our service territory and we have overhead facilities in the area to serve the project. The applicant will need to apply for service with APS when they are ready to be served.

Camp Verde Building Division (Robert Foreman, Building Official)

Building Division has no comments at this time. It is agreed that all new structures and utility infrastructure will be permitted through the Building Division.

Camp Verde Fire District (Kristi Gagnon, Fire Marshal)

1. All portions of the fire apparatus access roadway must meet the minimum standards of the IFC:
 - a. Fire apparatus access roads with a width less than 26 feet shall be marked with permanent "NO PARKING – FIRE LANE" signs on both sides. Signs shall measure 12 inches by 18 inches, have red letters on a white background, and shall comply with Federal Department of Transportation Standards for R8-31.
 - b. All weather access roadway for use of heavy firefighting apparatus shall be provided to the immediate job site at the start of construction.
 - c. The temporary fire access route shall be at least twenty (20) feet in width, shall have an unobstructed vertical clearance of at least thirteen feet, six inches (13'6"), and shall be capable of supporting the imposed load of fire apparatus weighing up to seventy-five thousand (75,000) pounds.
 - d. All temporary fire access routes, where required, shall be maintained until all construction is completed. Permanent fire apparatus access routes shall be completed prior to occupancy.
 - e. Arrangements shall be made to assure immediate Fire District access to the site at all times during construction. This may include signage as required by the Fire Code Official.
2. IFC 507.1 – An approved water supply capable of supplying the required fire flow for fire protection shall be provided to premises upon which facilities, buildings, or portions of buildings are hereafter constructed or moved into or within the jurisdiction. Per the adopted Fire Protection Development Standards based on the 2012 IFC:

- A water source capable of supplying the required fire flow, either temporary or permanent, shall be made available prior to combustible materials being brought on to the construction site.
- Temporary water supply arrangements shall have prior approval of the Fire Code Official. If a municipal or private water service is used, all connections shall have prior approval.
- The minimum required fire flow for any newly developed area shall be as follows:
 - One-and two-family unit developments 1000 gpm*
*Gallons per minute at twenty (20) psi for a two (2) hour duration.
Exception: The Fire Code Official may allow fire flows in isolated residential developments to be met by requiring fire sprinklers in all buildings and residences when fire flows cannot be met by water storage and fire hydrants.
- The delivery of the required fire flow by private water systems is permissible, provided that:
 - a. The design and installation are based on sound engineering principles and nationally recognized good practice. NFPA Standard 24, Current Edition, "Standard for the Installation of Private Fire Service Mains and Their Appurtenances," shall be used. The system shall be designed and engineered to meet the required fire flows as established by the Fire Code Official. Engineering calculations to verify the anticipated flows shall be submitted at the time of plan review.
 - b. Provisions shall be made to keep reservoirs and tanks full and in a ready condition at all times utilizing a float system and back up generators.
 - c. The water supply shall be capable of delivering the required fire flow as required by the Table in Section 5.02-3.

Additional requirements may be forthcoming during the final plat review and once the building plans have been submitted. Plans are not approved. Failure to identify a code violation during this process of the plan review does not give the permit applicant the right nor authority to violate the code. The final installation and construction must be in accordance with the International Fire Code.

The applicant submitted a request for exception/waiver on March 2, 2016.

Camp Verde Public Works Department (Ron Long, Town Engineer)

The following comments are based upon review of the Preliminary Plat, Preliminary Grading and Drainage Plans, Soils Report, and Drainage Report for the Castle Heights Subdivision, submitted December 16, 2015.

As such these preliminary documents are accepted for the Preliminary Plat and Plan approval process. The revisions can be submitted with the Final Plat.

Summary:

The Plat needs some minor revisions as noted. The Grading and Drainage plans, though adequate for a preliminary submittal, need to be revised to include the level of detail necessary for the bidding and construction of the Public and Private Improvements. The soils report is complete but the road structural section is to be determined by the Town of Camp Verde Engineering Standards. The Drainage Report is also adequate for a preliminary submittal but needs to be completed to the Yavapai County Drainage Manual Phase III level for the Final Plat and Plat submittal.

Review Comments:

Preliminary Plat

Sheets 1 and 2

1. Provide language for the dedication of the drainage easement to the HOA to maintain in perpetuity.
2. Add the revised Typical Roadway Section Detail to the Plat.

Grading and Drainage Plans

Sheet 1

1. Revise the Plan Set Title to include Street Improvements and Stormwater Pollution Prevention Plan (SWPPP).

Sheet 2

2. GENERAL NOTES: all notes must refer to the Town of Camp Verde as the governing body that will be responsible for, reviewing and approving plans and issuing permits for this project. Yavapai County is responsible for the wells, septic, and FEMA flood control issues only.
3. MATERIALS AND WORKMANSHIP: Revise this note to state "...shall comply with the current Town of Camp Verde Standards..." and MAG. Remove the reference to Yavapai County Standards and YC Resolution 10-36.
4. FINAL ACCEPTANCE: Remove the reference to Yavapai County.
5. STREET CLOSURES: Any street closure or work within the Town ROW requires a permit from the Town of Camp Verde Public Works Department. Any closure or work in the street will require the submittal of a Traffic Control Plan for approval prior to the start work.
6. PAVING NOTES: Remove the reference to YAG Section 345 and replace it with "...Per Town of Camp Verde Engineering Standards."
7. CHIP SEAL COAT: Remove references to YAG and replace with the appropriate MAG Standard Section 330.
8. Provide a "Estimated Quantities Section" for the Improvements.
9. Revise the "Typical Roadway Section" detail to reference the MAG Std. Dtl 201 Type A for the thickened edge section.
Also add a note to the detail for the roadway structural section to be 3" AC over 9" AB per the Town of Camp Verde Engineering Standards Section 512D.
Note; the WTI soils report for this project provided the data used to determine the road structural section of 3"AC /9"AB based on Town of Camp Verde standard 512D.

Sheets 3, 4, and 5

10. Add the size of the existing drainage pipe under Arena Del Loma. According to the drainage report it is a 27" diameter steel pipe.
11. More detail is required for the detention basin outlets as to outlet design size and location. Include a basin and outlet design for sub-basin 3.
12. Provide an SWPPP for this development, the notes/details can be included on sheets 3-5.
13. Provide construction notes and estimated quantities for the construction of the improvements.

Grading and Drainage Report

1. Complete the Phase III drainage report for this project and incorporate the basin and outlet structure design/requirements to the plans.

Community Development Staff would like to clarify that there is no homeowners association (HOA) being proposed for the Castle Heights Subdivision. As stated above by Mr. Long, "These preliminary documents are accepted for the Preliminary Plat and Plan approval process."

Camp Verde Wastewater Division (Jan Grogan, Manager)

No conflicts, this property is not located within the sewer collection system.

Camp Verde Water System (Justin Bullard, Vice President)

This area 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 and we do not have waterlines in this area. We could serve this parcel with an Advanced in Aid of Construction Agreement to extend a water main to the property.

The property owner can provide water to serve its interest as long as they do not charge for the water provided. To charge for water use is an illegal act. Further, if the developed area has more than 25 people per day

being there, the water system is a Community Water System and must comply with all of the chemical analysis for providing water and have a Certified Operator maintain the water system. We comply with these requirements and are willing to provide water service to this area.

We have no objection for the approval of the requested use permit.

CenturyLink (Armen McNerlin, Engineer II)

If/when approved, please send a PDF file of the subdivision plat and a PDF copy of the APS plans for providing power as soon as possible. I have to submit both to a review group in Phoenix before I can design any facility placement.

UniSource Energy Services (Irene Freeman, Planner)

No conflicts, there is no natural gas.

Yavapai County Development Services – Environmental Unit (Stacey Clark)

The applicant will need to provide the following information to comply with the requirements of the Arizona Department of Environmental Quality delegated rules:

Onsite Wastewater -

- Request for registration of a site investigation is not complete; therefore, it is unclear if additional testing will be required.
- The applicant will be required to submit a Geological Report prepared by an Arizona Registered Engineer, Registered Geologist, or Registered Sanitarian. Reports of site investigations conducted in accordance with Arizona Administrative Code (AAC) R18-9-A310 and AAC R18-5-Article 4 must be included in the geological report. If it appears that a majority of the tested lots will require alternative systems the applicant will need to either test an addition 25% of the lots in order to make a better determination of the suitability for conventional systems or agree that a provision of the Approval of Sanitary Facilities for Subdivisions, which is included in the Arizona Department of Real Estate (ADRE) public report, will let buyers know that they can expect to need an alternate system in order to develop their property and the possible costs of such systems.
- No nitrogen management calculations were provided; however, I do not see this being a problem at this time according to AAC R18-9-A309.A.8. Calculations will, however, need to be provided in the required soils report.

Certificate of Sanitary Facilities for Subdivisions –

- Application and fees (\$752.50 plus \$3.00 per lot, not to exceed \$1,052.50) for Approval of Sanitary Facilities for Subdivisions.
- Completed Solid Waste Agreements – utility service agreement; 1 from the collector and 1 from the landfill.
- Plat that is ready for recordation and includes the necessary dedication and acknowledgment notes.

Yavapai County Flood Control (Vickie Lewis, Hydrologist)

Yavapai County does not have any input for this project as it is not located within a FEMA-Designated Special Flood Hazard Area. However, Public Works should definitely be requiring SWPPP and NOI as a part of any grading that occurs. This is a hillside area that the area of disturbance exceeds both 1 acre and 5 acres. It also is thought that detention would be required, but again, that would be something for Ron Long/Troy Odell.

Staff Analysis/Review:

Per Part Five, Section 505 – Preliminary Subdivision Plat, Item B – Preliminary Subdivision Plat Submittal Requirements of the current Planning & Zoning Ordinance:

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

This requirement has been addressed. Conceptual Plan submittal requirements include a vicinity map, title (name of development), location (section, township and range), reference (approximate distances to section and/or quarter corners), boundaries (of development clearly identified), north arrow, scales (both graphic and equivalent inch to feet), date, names (addresses, phone numbers and notation of relationship to development for landowners, subdividers/development agents, engineers, surveyors, land planners, landscape architects, architects, hydrologists or others responsible for design (including registration numbers), topography, proposed land uses (and densities by area as well as ownership patterns surrounding land uses and zoning within 300'), traffic/circulation concept plan, drainage concept plan, notes/chart, and requested waivers.

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

This requirement has been addressed.

3. Topography: A depiction of contours relating to USGS survey datum, or other datum approved in writing by the Town Engineer, shall be shown on the same map as the proposed subdivision layout. Location and elevation of the benchmark used should also be shown on the plat. Acceptable contour interval; grades up to 5%, two feet; 5% to 15% grades, five feet; grades over 15%, ten feet. Source and date of topography shall be noted on the Preliminary Plat. Datum basis shall be noted. Whenever practical, elevations should be based on N.G.S. datum. At least one permanent benchmark shall be included as part of the Preliminary Plat. Regular U.S.G.S. topographic maps, enlargements or similarities of same will not be acceptable as the source of topography.

This requirement has been addressed.

4. Existing Drainage and Natural Features: Flood hazard and 100-year Floodplain areas, if any, shall be delineated on the Preliminary Plat, and building pads shall be identified within flood hazard areas; significant natural features such as washes, wetlands, major rock outcroppings and stands of trees, shall be identified.

Per Yavapai County Flood Control this area is not located within a FEMA-Designated Special Flood Hazard Area. All lots will have a 10' PUE, Drainage and Slope Easement on the front of the lot. Additional Drainage Easements have been added to Lots 1 (25' on Rear, 60' on Exterior Side), 6 (10' on Exterior Side), 7 (10' on Exterior Side), and 12 (20' on Exterior Side, 40' on Rear). This requirement has been addressed.

5. Existing Streets, Easements and Improvements: Location, widths, ownership status and names of all existing streets and improvements therein; railroads, recorded utility or other easements or rights-of-way, including any existing facilities therein; public areas; all existing structures, with an indication of whether or not they are to remain, and Town corporation lines within or adjacent to the tract. Access road to the proposed subdivision shall be described to its intersection with a public road right-of-way.

This requirement has been addressed.

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

This requirement has been addressed.

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

This requirement has been addressed.

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

This requirement has been addressed. The current zoning of parcel 404-18-181E is R1L-70. R1L-70 indicates a minimum lot area of 70,000 square feet. The smallest lot indicated on the preliminary plat is 70,008 square feet. Per the current Planning & Zoning Ordinance Minimum Front Yard Setback is 20', Minimum Rear Yard Setback is 25', Minimum Side Yard Interior Setback is 7', and Minimum Side Yard Exterior Setback is 10'.

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

There are no public lands designated on this preliminary plat.

10. Zoning: The plat shall designate existing zoning classifications and land uses, present district boundary lines and status of any pending zoning change. If the plat includes land for which any multi-family, commercial or industrial use is proposed, such areas shall be clearly designated.

This requirement has been addressed.

11. Utility Resources: Reference by note to all sources of proposed electricity, gas, telephone service, solid waste disposal, police and emergency service agencies.

This requirement has been addressed. Per the preliminary plat, sewage disposal will be handled with on-site septic or alternate system, water supply will be handled with on-site well, electric will be supplied by APS, solid waste disposal will be supplied by Waste Management, and telephone/internet/cable tv has yet to be determined. Additionally the Castle Heights subdivision will be served by Camp Verde Fire District, Camp Verde Marshal's Office, and Camp Verde Unified School District.

12. Sewage Disposal: A statement as to the type of facilities proposed shall appear on the Preliminary Plat.
 - a. It shall be the responsibility of the subdivider to furnish the Yavapai County Environmental Services Department such evidence as that Department may require for its satisfaction as to the design and operation of sanitary sewage facilities proposed.
 - b. Where the proposed sewage disposal system will be by individual lot septic tanks, the result of the percolation tests and test boring logs as required by the County Environmental Services Department shall be submitted with the preliminary plat.
 - c. Where alternate systems are contemplated necessary supporting information to the county Environmental Services Departments' specifications shall be provided for review and approval in concert with Preliminary Plat evaluation.
 - d. Water Supply: A statement as to the type of facilities proposed shall appear on the Preliminary Plat. It shall be the responsibility of the subdivider to furnish the Yavapai County Environmental Services Department such evidence as that Department may require for its satisfaction as to the facilities for supplying domestic water.

The applicant has been in contact with the Yavapai County Environmental Services Department on this requirement. A site investigation packet submitted by the applicant has been included in the agenda packet for review.

Per Part Five, Section 505 – Preliminary Subdivision Plat, Item C – Additional Preliminary Plat Submittal Requirements of the current Planning and Zoning Ordinance:

2. Preliminary Title Report: A policy of title insurance issued by a title insurance company within the preceding thirty (30) days to the owner of the land, covering the land within the proposed subdivision and showing all record owners, liens, and encumbrances shall be submitted. The preliminary title report shall contain Schedule "B" indicating the status of legal access to the proposed subdivision.

This requirement has been addressed. A copy of the preliminary title report with Schedule B has been included in this agenda packet for review.

3. Preliminary Draft Deed Restrictions or Protective Covenants: Restrictions or covenants shall be incorporated in the final plat submittal, including provisions for use and maintenance of commonly-owned facilities, if any.

This requirement has been addressed. A copy of the Preliminary Deed Restrictions dated December 16, 2015 has been included in this agenda packet for review.

4. Utility Service Letters: A statement regarding availability of utilities and the direction and distance thereto and preliminary letters of serviceability shall be submitted in conjunction with the application.

This requirement has been addressed. A service availability letter dated September 29, 2015 was submitted by the applicant from APS and has been included in this agenda packet for review. Additionally, the applicant also submitted a letter dated September 18, 2015 from Arizona Department of Water Resources indicating:

"Castle Heights subdivision is being served groundwater by dry lot individual wells. The developer has chosen not to demonstrate a 100 year adequate water supply. The applicant has not demonstrated that the criteria for physical, legal and continuous availability, water quality, and financial capability have been met. Therefore the Department must find the water supply to be inadequate. For additional information please contact the Office of Assured and Adequate Water Supply at 602-771-8599." Pursuant to ARS §32-2181(F) a summary of the Department's report for those with an inadequate water supply shall be included in all promotional material and contracts for sale of lots in the subdivisions.

The applicant should also note that per ARS §9-463.01 "If the director of water resources has determined that there is inadequate water supply for the subdivision pursuant to section 45-108, the municipality shall note this on the face of the plat if the plat is approved."

5. Street Names: A list of the proposed street names.

This requirement has been addressed on the preliminary plat. Per the Addressing Official for Yavapai County, there are no conflicts with the proposed names of "Theo Court" and "Jessica Way".

6. Preliminary Grading Plan: A preliminary grading plan shall be required when cuts or fills will exceed 5' in height or will extend outside of the normal street right-of-way. The preliminary grading plan shall be in sufficient detail to convey the extent of grading activities such that their impact can be evaluated by the reviewing agencies.

- a. The Preliminary Grading Plan shall include existing and finish grade contours and limits of cut and fill areas.

- b. Driveway and building locations shall be shown when topographic or other constraints will require specific locations or site grading.
- c. A geotechnical report shall accompany the grading plan to support the slope stability assumptions of the grading plan.
- d. The Preliminary Grading Plan may be shown on the Preliminary Road Plans if all of the grading will be related directly to the roads and in compliance with the following requirements for Preliminary Road Plans.

This item has been addressed. The applicant should note the Town Engineer's comments as the project moves forward to Final Plat.

7. Preliminary Road Plans: Grades shall be given to the nearest whole percent grade. A profile sheet coinciding with the roads as shown on the Preliminary Plat or separate plan and profile sheets shall be prepared at a scale sufficient to allow evaluation of the proposed roads. Proposed drainage structures within the right-of-way shall be shown on the preliminary road plans. The reviewing agency's interests in these parts are:
 - a. Height, stability and slope of cut fills,
 - b. Affected drainage patterns,
 - c. Potential roadway geometric problems,
 - d. Impacts of the roads on adjacent lots, property and access,
 - e. Relationship of drainage to roadways; and,
 - f. Other items that may be specific to the roads in the specific subdivision.

This item has been addressed. The applicant should note the Town Engineer's comments as the project moves forward to Final Plat.

8. Preliminary Utility Plans: A Preliminary Utility Plan shall be prepared to illustrate the proposed location of utilities and verify that the necessary easements and right-of-way are proposed on the Preliminary Plat. It is recognized that final utility locations are decided by the individual utilities, but the objective of the Preliminary Utility Plan shall be to encourage cooperation in planning by the various utilities.

The Castle Heights subdivision is a dry lot subdivision, with proposed on-site wastewater systems and on-site wells being provided by individual lot owners. As such, no preliminary utility plans were submitted with the Preliminary Plat application.

9. Preliminary Drainage Plans: The Preliminary Drainage Plan shall be part of a Drainage Report in accordance with the requirements of the Yavapai County Flood Control District and Yavapai County Drainage Criteria Manual (refer to Camp Verde Engineering Design & Construction Standards).

This item has been addressed. The applicant should note the Town Engineer's comments as the project moves forward to Final Plat.

10. Traffic Impact Analysis: A traffic impact study shall be performed in accordance with the latest edition of the Town Engineering Design & Construction Standards or as required by the Town Engineer. In cases where the proposed subdivision streets intersect a State or County highway, the traffic impact analysis shall be performed in accordance with that agency's requirements.
 - a. Generally the following criteria are considered when determining if a traffic impact study is warranted:
 1. Significant changes in land uses are proposed or higher density zoning is sought.
 2. Town arterial highway access is requested or the existing location of access to the property is changed.
 3. The proposed increased activity or intensity of development will significantly impact vehicular or pedestrian traffic on County roads.

4. A total of 100 or more vehicular trips during an A.M. or P.M. peak hour will be generated by the proposed development.
- b. The traffic study shall be funded by the subdivder or property owner and upon submittal to the Planning and Zoning Department will be transmitted to and reviewed by the Town Engineer's office. Copies will be made available to other governmental agencies which may be affected by increased traffic.
- c. The subdivder shall be required to provide financial assurances or complete the installation of any improvements determined necessary to maintain or improve traffic operations and traffic safety functions in direct proportion to the impact caused by the proposed development.

The applicant submitted a Traffic Memorandum letter dated October 14, 2015 from Granite Basin Engineering that has been included in the agenda packet for review. Per the Traffic Memorandum prepared by Granite Basin Engineering:

"The proposed development does not intersect a County or State Highway and no coordination is required with an outside agency. No significant changes in land use designations are proposed for this development. Higher density zoning is not being sought. No Town arterial highway access is requested. The proposed activity will not significantly impact vehicular traffic. Significantly less than 100 vehicular trips are generated during the AM or PM peak hours. Sight distance conditions are met for the design road speeds. No turn warrants have been identified for the proposed condition. Based on the limited impact of the proposed development and low threshold of traffic generation, we do not recommend a traffic impact analysis for the proposed development."

11. Development Schedule: The subdivder may submit a proposed development schedule for progressive phases of the subdivision's development to be approved with the Preliminary Plat.

N/A: The applicant did not submit a development schedule.

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

The applicant submitted a Letter of Waiver on December 15, 2015 stating:

"In keeping with the rural theme, I am requesting a waiver for curbing and gutters. The intent is to create a low density subdivision which lends itself to rural living and will not look like a "city" lot. We want the natural vegetation and land contours to be the focus, not sterile concrete. In addition, each lot being almost 1.7 acres and only 12 lots total, the drainage issues are significantly less than higher density subdivisions. We have addressed the drainage plan elsewhere demonstrating that curbing and gutters are not necessary. Finally, this would allow for a consistency within the Town of other sub-divisions which retain the rural atmosphere."

Additionally, the applicant also submitted a Letter of Waiver on March 2, 2016 stating:

"As the owner of the property of which the proposed Castle Heights Subdivision is to be located, I am requesting that an exemption be granted by the Town of Camp Verde for fire sprinklers/adequate water supply for the following reasons: Options & Financial Burden, Code Flexibility, Community Perception, Current Building Codes, Adequate Water Supply, and Good Business Practice."

Per Part 5, Section 505 – Preliminary Subdivision Plat, Item D. Preliminary Subdivision Plat Review and Actions by Planning Commission, Line 2: “The Commission may review an application for exception simultaneously with the Preliminary Plat consideration, or, the Commission may hear the Application for Exception separately at the subdivider’s request or as recommended by the Community Development Director.” The Community Development Director Michael Jenkins has recommended the Applications of Exception be heard separately from the Preliminary Plat. If an Exception is approved, as a condition of approval, any and all exceptions must be delineated on the Preliminary and Final Plats along with dates and conditions of all approvals.

This request for exemption/waiver was heard by the Planning and Zoning Commission in a Special Session on March 10, 2016:

A motion to recommend to Council for approval of an exception/waiver requested by the applicant and owner, John Bassous (Tierra Verde Holdings, LLC), to the Town of Camp Verde Engineering Standard 512D requirements (Road Development Standards) for the proposed Castle Heights subdivision as located on assessor parcel 404-18-181E and is adjacent to Arena Del Loma, was made by Commissioner Blue. The motion was seconded by Commissioner Freeman. Chairman Davis, Vice Chairman Burnside, Commissioners Blue, Freeman and Helm are in favor. Commissioner Hisrich abstained from voting. Motion passes.

A motion to recommend to Council for approval of an exception/waiver request by the applicant and owner, John Bassous (Tierra Verde Holdings, LLC), to the adequate fire flow requirements for the proposed Castle Heights subdivision as located on assessor parcel number 404-18-181E and is adjacent to Arena Del Loma was made by Commissioner Blue. The motion failed for a lack of second.

A motion to recommend to Council for denial of exception/waiver request by the applicant and owner, John Bassous (Tierra Verde Holdings, LLC), to the adequate fire flow requirements for the proposed Castle Heights subdivision as located on assessor parcel number 404-18-181E and is adjacent to Arena Del Loma was made by Vice Chairman Burnside. The motion was seconded by Commissioner Hisrich.

Chairman Davis, Vice Chairman Burnside, Commissioners Hisrich, Freeman and Helm are in favor. Commissioner Blue is against. Motion passes.

In regards to the Town of Camp Verde 2004 General Plan Ratified By Voters on March 8, 2005:

Per Chapter 3 – Land Use:

A. Goal Preserve and retain the rural atmosphere and character of the Town by promoting compatible land uses.

A.3. Update and consistently apply the Town’s development regulations.

The proposed Castle Heights Subdivision will utilize the parcel’s current (existing) zoning of R1L-70. The adjacent zoning is R1L-70 to the North, C2 and R1L-70 to the East, C2 and R1-70 to the South, and R1L-70 and R1-70 to the West.

Per Chapter 6 – Cost of Development:

Vision Statement: Development will be conveniently located to and compatible with existing infrastructure in order to protect taxpayers and existing businesses from having to assume financial responsibility for additional infrastructure required for new development. The Town government will

equitably assess and manage the fiscal and capital impacts resulting from new development to maintain and improve the existing level of services and infrastructure.

D. Goal: Protect existing resources and infrastructure from becoming overburdened by new development:

D.1. Guide development to areas where public facilities and services exist or can be extended in the most efficient and cost-effective manner.

The proposed Castle Heights Subdivision is not located in an area that is served by either sewer or water facilities. At this time, extending sewer/water service to this area would not be cost effective, per the applicant's letter of exception dated March 2, 2016.

Per Chapter 7 – Housing:

A. Goal: Encourage a variety of housing types and densities to provide housing opportunities for all residents.

A. 3. Encourage development that is consistent with Camp Verde's predominant individualistic style.

Per the applicant's letter of intent, the proposed Castle Heights Subdivision is seeking to "attract the above median priced home buyer to Camp Verde, thus providing a greater tax base to this community." Additionally the applicant's letter of intent also states: "Currently there is very little property available in Camp Verde for larger lots zoned for site built homes. A vast majority of buyers wanting such properties are forced to go to other Verde Valley markets. The natural beauty of this property will remain intact as its natural contours and native vegetation will be preserved. Extensive engineering has been provided to comply with Town Codes in regards to drainage and traffic concerns. The engineered roadways were placed so as to have minimum visual impact, yet allow for easy ingress/egress. We have placed self-imposed deed restrictions to preserve the natural beauty and create a distinct neighborhood."

Planning & Zoning Commission Recommendation:

A motion to recommend for approval to Council on Preliminary Plat 20150392, submitted by John Bassous of Tierra Verde Holdings LLC, owner of parcel 404-18-181E, which consists of approximately 20.92 acres, for the Castle Heights Subdivision consisting of twelve (12) residential lots on Arena Del Loma, near the intersection of Montezuma Castle Highway was made by Commissioner Hisrich. The motion included the following stipulations:

1. The Site Data on the Preliminary Plat be amended to reflect the current parcel number 404-18-181E.
2. The Fire District on the Preliminary Plat be amended to reflect Camp Verde Fire District.
3. The School District on the Preliminary Plat be amended to reflect Camp Verde Unified School District.

The motion was seconded by Commissioner Blue. All Commissioners are in favor and the motion passes unanimously.

Community Development Staff would like to clarify that the stipulations noted above have been corrected on the Preliminary Plat and Preliminary Grading and Drainage Sheets. The stipulations are not needed moving forward.

Recommended Motion:

A motion to approve (or deny) Resolution 2016-956, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona; approving Preliminary Plat 20150392 for the purpose of developing the 'Castle Heights' Subdivision, which is a twelve (12) lot, residential subdivision, located on parcel 404-18-181E, near the intersection of North Arena Del Loma Road and North Montezuma Castle Highway, that consists of approximately 20.92 acres.



RESOLUTION 2016-956

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA APPROVING PRELIMINARY PLAT 20150392 FOR THE PURPOSE OF DEVELOPING THE ‘CASTLE HEIGHTS’ SUBDIVISION, WHICH IS A TWELVE (12) LOT, RESIDENTIAL SUBDIVISION, LOCATED ON PARCEL 404-18-181E, NEAR THE INTERSECTION OF NORTH ARENA DEL LOMA ROAD AND NORTH MONTEZUMA CASTLE HIGHWAY, THAT CONSISTS OF APPROXIMATELY 20.92 ACRES.

WHEREAS, a request for approval of Preliminary Plat 20150392 was filed by Mr. John Bassous, owner of Tierra Verde Holdings LLC, which is owner of parcel 404-18-181E, on December 16, 2015;

WHEREAS, the request was reviewed by the Planning and Zoning Commission in a Special Session on March 10, 2016 and by the Town Council in a Regular Session on April 20, 2016 in public hearings that were advertised and posted according to state law;

WHEREAS, the purpose of the Preliminary Plat is to develop the Castle Heights Subdivision with twelve (12) residential lots, located on parcel 404-18-181E;

WHEREAS, the proposed Preliminary Plat is in compliance with the currently adopted General Plan and Planning and Zoning Ordinance, and the proposed use will not constitute a threat to the health, safety, welfare or convenience to the general public and should be approved.

NOW, THEREFORE, THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA HEREBY RESOLVE AS FOLLOWS:

1. The Mayor and Common Council of the Town of Camp Verde hereby approve Preliminary Plat 20150392 for the purpose of developing the Castle Heights Subdivision with twelve (12) residential lots, located on parcel 404-18-181E with the following exceptions:
 - a. The request for exception/waiver to allow for a rural road section instead of an urban road section, as recommended for approval by the Town Engineer and Planning and Zoning Commission, as indicated in the typical road section detail located on the Castle Heights Subdivision Preliminary Plat Sheet 2.

After review and consideration of the applicants request for this exception/waiver and the recommendations by the Town Engineer and the Planning & Zoning Commission the Mayor and Common Council has decided for _____

Approval / Denial

of this request.

DRAFT

- b. The request for exception/waiver from the adequate fire flow requirements of the currently adopted 2012 International Fire Code (IFC), as recommended for denial by the Building Official and Planning and Zoning Commission.

After review and consideration of the applicants request for this exception/waiver and the recommendations by the Building Official, Camp Verde Fire District and the Planning & Zoning Commission the Mayor and Common Council has decided for _____ of this request.

Approval / Denial

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, this 20th day of April, 2016.

Charles C. German, Mayor

Date

Attest:

Approved As To Form:

Virginia Jones, Town Clerk

Town Attorney

DRAFT MINUTES
Special Session
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE 473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS STE. 106
THURSDAY MARCH 10, 2016
6:30 PM

1. Call To Order

Chairman Davis called the meeting to order at 6:30 pm.

2. Roll Call

Chairman BJ Davis, Vice Chairman Bob Burnside, Commissioners Greg Blue, Dave Freeman, Teresa Helm, and Jim Hisrich are present.

Commissioner Chip Norton is absent.

Also Present: Community Development Director Michael Jenkins, Building Official Robert Foreman, Assistant Planner Kendall Welch, Fire Marshal Kristi Gagnon, Fire Chief Terry Keller, and Recording Secretary Marie Moore.

3. Pledge Of Allegiance

Vice Chairman Burnside 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:**

b. **Set Next Meeting, Date and Time:**

MARCH 17, 2016 – SPECIAL SESSION, 6:30PM (GENERAL PLAN)

A motion to approve the Consent Agenda was made by Commissioner Hisrich. The motion was seconded by Vice Chairman Burnside. All Commissioners are in favor and the motion passes unanimously.

5. Call To The Public For Items Not On The Agenda

None

6. Public Hearing, Discussion and recommendation to Council for (approval/or denial) of an (exception/waiver) requested by the applicant and owner, John Bassous (Tierra Verde Holdings, LLC), to the Town of Camp Verde Engineering Standard 512D requirements (Road Development Standards) for the proposed Castle Heights subdivision as located on assessor parcel number 404-18-181E and is adjacent to Arena Del Loma. (This is part of the Preliminary Plat approval process as outlined in the Town of Camp Verde's Planning & Zoning Ordinance, Section 505) – Resource: Community Development Director Michael Jenkins

A motion to recommend to Council for approval of an exception/waiver requested by the applicant and owner, John Bassous (Tierra Verde Holdings, LLC), to the Town of Camp Verde Engineering Standard 512D requirements (Road Development Standards) for the proposed Castle Heights subdivision as located on assessor parcel number 404-18-181E and is adjacent to Arena Del Loma, was made by Commissioner Blue. The motion was seconded by Commissioner Freeman.

Chairman Davis, Vice Chairman Burnside, Commissioners Blue, Freeman, and Helm are in favor. Commissioner Hisrich abstained from voting. Motion passes.

STAFF PRESENTATION

Community Development Director Michael Jenkins indicated to the Commission that over the last eight years the Town of Camp Verde has seen very little or new subdivision submittals due the recession. Jenkins gave the Commission a brief summary of the exception/waiver process as it relates to the Preliminary Plat process. Jenkins added that this request of exception/waiver is to allow for a rural road section, meaning no curb, gutter or sidewalk. Jenkins provided the Commission with a letter from Town of Camp Verde Public Works Department that indicated the Town Engineer and Deputy Town Engineer had reviewed the Castle Heights Preliminary Plat and were in favor of the exception/waiver for the rural road section.

Chairman Davis asked for clarification on staff's recommendation. Community Development Director Michael Jenkins indicated that staff was in favor of this request for exception/waiver. Jenkins added that if the exception/waiver is approved by the Town Council then the applicant must place a statement on the Preliminary and Final Plats that give the date of Council approval and the exception/waiver granted.

PUBLIC HEARING OPEN

APPLICANT'S STATEMENT

The applicant, John Bassous, expressed his goal to the Commission stating that he is trying to achieve what the General Plan, Town, and general public have requested; low density housing with a rural feel. Mr. Bassous discussed the general design of the proposed roadways and explained that the rural road section helps to alleviate existing drainage issues along Arena Del Loma Bassous described the potential Castle Heights development and indicated to the Commission that the lots would be approximately 1.68 acres which would encourage and allow home owners to have livestock in the area if they should chose to do so.

COMMENT FROM OTHER PERSONS

Jim Binick with Granite Basin Engineering explained that he is the engineering consultant for the proposed project. Mr. Binick indicated to the Commission that the rural section being proposed was not created, and already exists in the Town Engineer's Engineering Standards.

Pete Roulette, a local realtor indicated that he is in favor of the rural road design. Mr. Roulette indicated that there is a shortage of building lots and houses in the area and that he is anxious to see this project get underway.

APPLICANT'S REBUTTAL

None

PUBLIC HEARING CLOSED

COMMISSION DISCUSSION

Commissioner Blue asked if all the requirements of the Fire Marshal have been met including road width, turn around radius, etc. Fire Marshal Kristi Gagnon indicated that the proposed roads meet all Fire District requirements.

STAFF COMMENTS

Community Development Director Michael Jenkins indicated to the Commission that the Town Engineer and Deputy Town Engineer have both reviewed the rural road design and have recommended for approval of the exception/waiver.

Commissioner Burnside expressed his concern regarding the drainage ditch on the preliminary plat and questioned if the HOA or the Town would be responsible for the maintenance. Commissioner Burnside stated that there was a previous issue in Reddell Ranch Acres with a similarly designed drainage ditch that became an issue when undersized culverts became plugged, tempers flared and Town employees were not respectful, which they have to be. Commissioner Burnside indicated that the documents provided in the agenda packet stated that the HOA will maintain the drainage ditches, and added that he does not believe the Town of

Camp Verde has any jurisdiction over HOAs or CC&Rs and stated that he feels that this is going to be an issue. Additionally, Commissioner Burnside stated that he would like to see on the drawings a reference to the driveway culverts as there appears to be a significant amount of drainage coming off the hill. Commissioner Burnside suggested he felt the driveway culverts should be installed as part of the overall design. Commissioner Burnside also indicated that he would like to see the supporting documentation from Granite Basin Engineering that indicates curb and gutters are not necessary. Commissioner Burnside added that the Commission should also go back and look at the wording contained in the General Plan. Commissioner Burnside closed by stating that there were conflicting road names, and other omissions on the drawings that made the drainage hard to understand and that he is not in favor of the design, and would prefer to see roll curb that defines the distance between asphalt and granite, and questioned where the property line for the homeowners will be located.

Jim Binick explained that there is a 50ft right-of-way which would be maintained by the Town, 24ft of pavement and an additional 8ft (4ft on each shoulder) which is 32ft., and the ditches have a 3:1 side slope, so every one foot of vertical requires 3 feet. Mr. Binick noted that a drainage easement has been established for this particular project, stating that there is a lot of flow that comes down from the hillside that sheet flows onto the property. Mr. Binick explained that curb and gutter was looked at, however using curb and gutter accelerates water faster than a ditch, which would result in high velocity water being directed at Arena Del Loma. Mr. Binick added that Arena Del Loma doesn't currently meet Town standards, and explained that the roadside ditches are critical to making the entire drainage work including resolving the current drainage issues on Arena Del Loma. Mr. Binick also added that the driveway culverts, due to the 2-5% slope, will be self-cleaning because the water will be moving at such a rate sediment will not be able to collect in them, and also reminded the Commission the Building Division has a culvert process which is part of the permitting process which will ensure minimum culvert sizes are maintained.

Community Development Director Michael Jenkins clarified the confusion regarding the HOA. Jenkins stated that initially while reviewing the plans, the Town Engineer was under the impression that there was going to be an HOA. Since then, the applicant has clarified that there will be no HOA for the proposed Castle Heights subdivision.

Commissioner Blue asked for clarification on the sign in sheet that was included in the packet. Assistant Planner Kendall Welch stated that the sign in sheet was in regards to the project review meeting that was held at the beginning of February 2016. Welch added that the sign in sheet and review comments, both verbal and written, were included in the agenda packet so that the Commission could review all comments received in regards to the proposed project. Commissioner Blue asked if any comments had been received from the public on this issue. Community Development Director Michael Jenkins stated that the subdivision process is an entitlement and there is no public requirement.

Commissioner Hisrich expressed a general concern in regards to the exception/waiver process, stating that the Town has established rules and criteria for a reason. Hisrich cautioned the Commission that the granting of exceptions/waivers may set a precedence for others, and closed by stating that he generally is not in favor of exception/waivers.

Chairman Davis asked for clarification on how big of an exception/waiver this request really is. Community Development Director Michael Jenkins commented that there are many parts of Camp Verde that have a rural road design, the Arena Del Loma area included. Vice Chairman Burnside commented that he disagreed with Public Works Department staff and commented that he would have thought for this particular area that there would have been an alternative design for an 8% slope road rather than a digging a ditch on both sides of the road. Chairman Davis commented that he did not feel that the granting of this exception/waiver would be detrimental to public safety, or that the intent nullifies the purpose of the Town's general plan. Commissioner Hisrich added that he is unclear if this request can be considered a special circumstance or condition. Commissioner Freeman asked the Commission to consider what the engineers have proposed as 'a better solution' for the area in lieu of the approved standards.

7. **Public Hearing, Discussion and recommendation to Council for (approval/or denial) of an (exception/waiver) request by the applicant and owner, John Bassous (Tierra Verde**

Holdings, LLC), to the adequate fire flow requirements for the proposed Castle Heights subdivision as located on assessor parcel number 404-18-181E and is adjacent to Arena Del Loma. (This is part of the Preliminary Plat approval process as outlined in the Town of Camp Verde's Planning & Zoning Ordinance, Section 505) – Resource: Community Development Director Michael Jenkins

A motion to recommend to Council for approval of an exception/waiver request by the applicant and owner, John Bassous (Tierra Verde Holdings, LLC), to the adequate fire flow requirements for the proposed Castle Heights subdivision as located on assessor parcel number 404-18-181E and is adjacent to Arena Del Loma was made by Commissioner Blue. The motion failed for a lack of second.

A motion to recommend to Council for denial of an exception/waiver request by the applicant and owner, John Bassous (Tierra Verde Holdings, LLC), to the adequate fire flow requirements for the proposed Castle Heights subdivision as located on assessor parcel number 404-18-181E and is adjacent to Arena Del Loma was made by Vice Chairman Burnside. The motion was seconded by Commissioner Hisrich.

Chairman Davis, Vice Chairman Burnside, Commissioners Hisrich, Freeman and Helm are in favor. Commission Blue is against. Motion passes.

Chairman Davis made a statement that he would like to allow for staff presentation and public comment on this item, but added that the Town Council has taken up this issue in a general sense using this project as an example. Chairman Davis informed the Commission that Town Council had held a meeting the previous night with the Fire Marshal, Town Building Official, Community Development Director, Town Attorney, and others to discuss how they should accommodate this issue. Chairman Davis requested the Commission keep their discussion short and allow Town Council the ability to make the decision on what is best for the Town.

Vice Chairman Burnside commented that he was also in attendance at the Council work session the night before and stated that many times the Town Manager turned to Mr. Bassous (who was also present at the work session) and stated that the general discussion the Council was having that night had nothing to do with his project that was coming forward to Planning and Zoning Commission tonight. Vice Chairman Burnside added that he hoped Chairman Davis was not implying that the Council work session was an example of what the Planning & Zoning Commission is supposed to be doing, i.e. jumping on the bandwagon after Council has made its decision.

Chairman Davis clarified his statement saying that the Commission owes it to the applicant to make a decision tonight on his request for exemption/waiver, in order to move the process forward, but to make that decision in light of Council's action last night. Vice Chairman Burnside disagreed stating that he did not know what action Council had taken last night, as Council cannot take action at a work session, because it needs to take place in a general open meeting.

STAFF PRESENTATION

Community Development Director Michael Jenkins stated to the Commissioner that he thought it would be beneficial to have Building Official, Fire Marshal and Fire Chief present during tonight's meeting to answer any technical questions the Commissioner may have. Mr. Jenkins gave a brief overview of adopted building codes, applicable intergovernmental agreements, and again explained the exception/waiver process. Mr. Jenkins concluded his staff presentation by stating that it is staff's recommendation to hold to all currently adopted codes and that staff was not in support of the granting of this exception/waiver. Mr. Jenkins also added that the Town Council work session held the night before was not about this particular project, but was a bigger discussion relating to vacant lots in existing subdivisions and current fire flow requirements.

PUBLIC HEARING OPEN **APPLICANT'S STATEMENT**

Applicant, John Bassous began by expressing to the Commission that in his opinion all lives matter. Mr. Bassous stated that at the Town Council work session the previous night there was a closed door meeting, with an attorney present, which indicated to him that there are some serious

issues at hand. Mr. Bassous added that it was not his position to poke holes at the Building Division, Fire District, Town Council, etc., and that it was his opinion that it would be wise and prudent of the Commission to allow the Town Attorney to work with Council to figure the situation out, as it is a big problem for the Town. Mr. Bassous stated that he is not asking for any kind of favoritism or special treatment, rather he is requesting to develop the proposed Castle Heights subdivision providing the same amount of fire protection that currently exists in 85% of the properties located within the Town. Mr. Bassous closed by stating that he requests the Commission defer this issue until Council determines a solution that is best for the community.

Chairman Davis and Vice Chairman Burnside asked the applicant to clarify what he meant by his last statement. Mr. Bassous clarified that he does not want to see his item tabled, and that he is requesting the Commission approve the preliminary plat conditionally and allow the Town Council to decide on an adequate fire flow solution.

Community Development Director Michael Jenkins stated that it was the intent of the Planning and Zoning Ordinance for the Commission to either make a recommendation for approval or denial of the exception/waiver request. Jenkins added that the Commission could choose to continue an item, but cautioned that the item cannot move forward to Council.

Building Official Robert Foreman agreed with Mr. Bassous that the issue is much larger one. Mr. Foreman added that he does not want this to become an adversarial situation.

Commissioner Hisrich stated that he believed the Commission has to vote this item up or down in order for the item to proceed forward to Council. Commissioner Hisrich stated that it is Commission's responsibility to make a recommendation, and to not take a stand at all in the matter would be detrimental to the purpose behind the Planning & Zoning Commission. Commissioner Blue agreed with Commissioner Hisrich.

Commissioner Helm stated that she was unclear as to why the applicant is requesting an exception/waiver from the fire code.

The applicant, Mr. Bassous explained that he began the subdivision process back in 2013, and that all the initial, unofficial comments he received from applicable agencies indicated there were no problems with his proposed project. Mr. Bassous stated that the fire flow requirement was a recently new development. Mr. Bassous indicated that as an established contractor, he sees the laws a little differently than most and indicated that there are already provisions within the building codes that address fire protection such as fire rated drywall, fire blocking, etc. Additionally Mr. Bassous stated that historically the Town has approved dry lot subdivisions with things such as underrated fire hydrants, etc.

Commissioner Helm indicated that what was done in the past was just that, done in the past and it was her belief that this is now and the current codes should be met. Commissioner Helm also indicated that if the Fire Marshal has given different methods for achieving adequate fire flow, then a compromise should be made.

The applicant, Mr. Bassous, reiterated his request that that Commission defer the decision to Council.

Commissioner Freeman expressed that he was bothered by requirements that are costly and extensive to developers as they ultimately prohibit the developer from moving forward with their project. Commissioner Freeman indicated that he felt there should be more participation in sharing costly expenses that are of benefit to the greater community.

COMMENT FROM OTHER PERSONS

Leroy White, local realtor, expressed that Camp Verde has the highest property tax in the State of Arizona and indicated that he doesn't want to see it raised any higher. Mr. White indicated that felt Commissioner Freeman is correct, and stated that he is against monopolies and suggested there should be a collective agreement to share costs.

Terry Keller, Fire Chief of the Camp Verde Fire District, spoke of Phoenix and its infrastructures

and costs which ultimately shift to consumers. Mr. Keller asked the Commission be cognizant all of factors when making a decision. Mr. Keller stated that he believes our citizens want a safe community, and added that response times to certain parts of town are long. Mr. Keller stated that relying on water tenders to provide fire protection is not equal representation of tax dollars that are being levied the same across the board. Mr. Keller closed by stating he wishes the applicant luck, and hopes a middle ground solution can be achieved.

Mr. White stated that he disagreed with the Fire Chief. Mr. White indicated that he feels the Town and Fire District should petition the Corporation Commission to provide services from the water companies.

Mr. Roulette expressed his displeasure in paying more taxes and added that he does not want to see a water main installed on his street. Mr. Roulette added that he believes houses today are built with adequate fire protection and are constructed to a much safer standard than older structures were. Mr. Roulette commented that if a house has adequate separation from another house then nothing additional should be required, however in some instances, such as the Views, additional measures are needed in order to keep the fire from spreading to subsequent structures.

APPLICANT'S REBUTTAL

No rebuttal was necessary or heard.

PUBLIC HEARING CLOSED

COMMISSION DISCUSSION

Commissioner Blue stated that he attended the previous night's Council work session and indicated that the Town Attorney stated that a municipality cannot require fire sprinklers. Commissioner Blue spoke of personal experience as a developer and commented that fire sprinklers are not the solution to this problem nor are fire hydrants in this specific development. Commissioner Blue stated that in his opinion he did not feel this issue was a big concern.

Commissioner Helm indicated that she feels that the Commission should move forward according to what the current codes adopted codes require. Additionally, Commissioner Helm stated that perhaps Council and the Town Attorney should work through the matter in more detail.

Vice Chairman Burnside stated that he thinks it is ironic that this issue is in Camp Verde. Vice Chairman Burnside stated that normally when there is an issue there are examples of what other jurisdictions are doing, that are provided by staff for the Council/Commission/Board to review. Vice Chairman Burnside questioned why staff didn't provide anything for the Commission to review on this matter and requested information on how other jurisdictions are handling similar situations.

Vice Chairman Burnside commended Fire Marshal Kristi Gagnon for the data she provided to the Commission which illustrated typical costs associated with residential fire sprinkler system installation costs as he had determined that the associated costs were right on, unlike associated costs that were provided by the Town Manager at the Council work session the night before. Vice Chairman Burnside reiterated that he was disappointed that staff did not provide data for the Commission to review.

Vice Chairman Burnside also stated that he was bothered by the fact that staff didn't take care of the issue and that more people, including developers should have been present at meetings, i.e. building code adoption, etc. Vice Chairman Burnside extended a question to the Building Official and Fire Marshal – "Does this code apply to any building permit that is going to be purchased now, yes or no." Vice Chairman Burnside asked for clarification on the term "structure", stating that Arizona Revised Statutes defines structure as "an agricultural building, aircraft hanger, accessory to a residence, a barn, a carport, a fence more than six feet high, a grain silo, a greenhouse, livestock shelter, a private garage, a retaining wall, a shed, a stable, a tank, or a tower." Vice Chairman stated that in his opinion that meant that anytime you want to build something you will have to prove adequate fire flow.

Vice Chairman Burnside added that at the Council work session, Mr. Jenkins or Mr. Foreman

made a statement to the effect of "...a permit will not be issued to any property that does not have water.." and commented on the general impact of that statement. Vice Chairman Burnside closed by stating that he wants to see what other jurisdictions are doing, in order to determine if the Town's hands are tied by the code.

Additionally, Vice Chairman Burnside added that he is upset with Mr. Bassous in regards to the letter of inadequate water received from the Arizona Department of Water Resources and stated the Mr. Jenkins should have provided something to the Commission that indicates whether or not water is available to the property in order to take that into consideration during discussion of adequate fire flow requirements.

Vice Chairman Burnside extended another question to the Building Official and Fire Marshal stating "If I am in an area where the water provider has a water line, and I build a new house, does that automatically tell you that there is adequate fire flow? Who tests it, do you sign it off, or is it just a given? If it is just given and not signed off what device then is considered the adequate flow?" Vice Chairman Burnside stated "These are the types of questions people need to ask, but you can't ask if you are in front of the Council on a work session, and they won't allow the public ask."

Chairman Davis stated that the issue needs to move forward to Council and that regardless of the recommendation provided by Commission, Council still has research and work yet to do. Chairman Davis added that in his opinion, no fire flow is an inadequate solution, but added that there needs to be a common sense solution.

8. **Public Hearing, Discussion and possible Recommendation for approval (or denial) to Council on Preliminary Plat 20150392, submitted by John Bassous of Tierra Verde Holdings LLC, owner of parcel 404-18-181E, which consists of approximately 20.92 acres, for the Castle Heights Subdivision consisting of twelve (12) residential lots on Arena Del Loma, near the intersection of Montezuma Castle Highway. – Resource: Community Development Director Michael Jenkins**

A motion to recommend for approval to Council on Preliminary Plat 20150392, submitted by John Bassous of Tierra Verde Holdings LLC, owner of parcel 404-18-181E, which consists of approximately 20.92 acres, for the Castle Heights Subdivision consisting of twelve (12) residential lots on Arena Del Loma, near the intersection of Montezuma Castle Highway was made by Commissioner Hisrich. The motion included the following stipulations:

- 1. The Site Data on the Preliminary Plat be amended to reflect the current parcel number 404-18-181E.**
- 2. The Fire District on the Preliminary Plat be amended to reflect Camp Verde Fire District.**
- 3. The School District on the Preliminary Plat be amended to reflect Camp Verde Unified School District.**

The motion was seconded by Commissioner Blue. All Commissioners are in favor and the motion passes unanimously.

STAFF PRESENTATION

Community Development Director Michael Jenkins stated that staff has reviewed the preliminary plat and has determined all items to be in compliance with the Planning & Zoning Ordinance. Mr. Jenkins stated that staff is recommending approval of the Preliminary Plat.

PUBLIC HEARING OPEN

APPLICANT'S STATEMENT

The applicant, Mr. Bassous declined to speak on the matter.

COMMENT FROM OTHER PERSONS

No comments from the public were heard on this matter.

APPLICANT'S REBUTTAL

No rebuttal was necessary or heard.

PUBLIC HEARING CLOSED

COMMISSION DISCUSSION

Chairman Davis indicated that he would like the applicant to meet with the Fire Marshal to discuss the signage for the fire lane. Chairman Davis also asked the applicant to clarify his intentions regarding the side yard interior setback.

The applicant, Mr. Bassous indicated that the zoning district requires 7 feet as a minimum interior side yard setback. The proposed 25 foot interior side yard setback was proposed as an alternative to fire flow requirements. Mr. Bassous indicated that at this point he is requesting the minimum interior side yard setback of 7 feet.

Vice Chairman Burnside read an excerpt from the staff report contained in the agenda packet "Community Development Department staff is recommending denial of the preliminary plat due to the Town of Camp Verde's and Camp Verde Fire District's requirements of adequate fire flow not being addressed." Vice Chairman Burnside also stated that the applicant, Mr. Bassous, should write down ARS §9-808.

In response to Vice Chairman Burnside's statement, Chairman Davis commented that the Fire Marshal is only requiring signage for the fire lane. Chairman Davis asked Mr. Jenkins to clarify staff's recommendation.

Community Development Director Michael Jenkins stated that staff's recommendation changed due to the request for exemption/waiver being received by the developer regarding adequate fire flow requirements. Mr. Jenkins added that those requirements will be determined by the Council, and added that staff has prepared a stipulation for the recommended motion by Commission.

Vice Chairman Burnside stated that the Preliminary Plat contains errors in respect to proposed road names. Vice Chairman Burnside asked why the Commission is receiving documents that are not ready for review, pointing out an error on page 3 where the Town Engineer refers to dedications of drainage easements for the HOA. Vice Chairman Burnside stated that in the future he would like to have correct documents before he sits and reads and analyzes them. Vice Chairman Burnside continued on by stating that the documents included in the agenda packet are full of errors and questioned when Commission approves a document who is checking to see that those changes have been made.

Community Development Director Michael Jenkins stated that in the process of this review staff has been in contact with the developer, Mr. Bassous, and with the Town Manager as well. Mr. Jenkins commented that during that process the developer did not want to request an exception/waiver for the adequate fire flow requirement, which meant his application could not move forward in the process until either a request for exception/waiver had been received, or the requirement had been addressed. Mr. Jenkins added that staff does the best work they can within the limitations set upon them by others.

Vice Chairman Burnside commented that the information does not come from staff, rather the developer, which is who the initial question was aimed at.

A motion to recommend for approval to Council was made by Commissioner Blue.

Community Development Director Michael Jenkins suggested that the Commission include a stipulation that states that the applicant meet the current or modified fire flow requirements as determined by the Town Council of Camp Verde.

Commissioner Blue was not in favor of the added stipulation and chose to withdraw his motion.

A motion to recommend for approval to Council was made by Commissioner Hisrich, with the additional stipulation that the applicant meet the current or modified fire flow requirements as determined by the Town Council of Camp Verde.

Chairman Davis explained to the Commission that he did not feel the added stipulation was necessary.

Commissioner Hisrich chose to amend his motion not to include the additional stipulation regarding fire flow requirements.

There Will Be No Public Input On The Following Items:

9. Current Events

Commissioner Blue informed the Commission that he was extremely impressed with the Community Meeting he attended regarding the General Plan and commended staff and Chairman Davis for their efforts in presenting a factual but community friendly meeting.

10. Staff Comments

None

11. Adjournment

A motion to adjourn the meeting was made by Vice Chairman Burnside. The motion was seconded by Commissioner Hisrich. The meeting adjourned at 8:43 pm.

Chairman B.J. Davis
Planning & Zoning Commission

Michael Jenkins
Community Development Director

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Planning & Zoning Commission of the Town of Camp Verde during the Special Session of the Planning & Zoning Commission of the Town of Camp Verde, Arizona held on the 10th day of March, 2016. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ of _____, 2016.

Marie Moore
Recording Secretary

20150392



Land Use Application Form

1. Application is made for:

- | | | |
|---|------------------------------------|------------------------|
| Zoning Map Change | Use Permit | General Plan Amendment |
| Conceptual Plan Review | Preliminary Plat | Final Plat |
| PUD Zoning | Variance | Sign |
| Street Abandonment | Minor Land Division | Wireless Tower |
| Appeal | Verification of Non-Conforming Use | Utility Exemption |
| Site Plan Compatibility Review (Commercial) | | |
| Other: _____ | | |

2. Project Name: Castle Heights

Please print or type legibly

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

Owner Name: <u>John Bassous</u>	Applicant Name: <u>SAME</u>
Address: <u>PO Box 2898, Camp Verde</u>	Address: _____
Phone: <u>928.567.2477</u>	Phone: _____
E-mail: <u>tvbuilders@q.com</u>	E-Mail: _____

4. Property Description:

Address or Location: Arena Del Loma off of Montezuma Castle Highway

Existing Zoning: R1L-70 Existing Use: Bare Land

Proposed Zoning: R1L-70 Proposed Use: SFR Lots

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

Establish a 12 lot, 20 Acre single family residence sub-division

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.

Owner: John Bassous Date: 12.15.2015 AND

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

Applicant: John Bassous Date: 12.15.2015

12-16-2015

Town of Camp Verde
473 South Main Street
Suites 108 & 109
Camp Verde, AZ 86322

December 17, 2015
RE: Letter of Intent
Castle Heights Sub-Division

Tierra Verde Holdings is pleased to present to you Camp Verde's newest proposed sub-division! After two years of planning and extensive community input, we are ready to move forward to Preliminary approval.

This 20 acre, 12 lot subdivision is located on Arena Del Loma off of Montezuma Castle Highway. The current zoning (R1L-70) will be maintained. Each lot being in excess of 1.6 acres will allow for low density build out in this subdivision as well as unobstructed views for each lot owner. Each lot will be serviced by their own well and septic system.

The property itself has stunning views and backs to Forest Service property. It is rural in feel, yet in close proximity to schools, I-17, Cliff Castle Casino, Jackson Flats, Montezuma Castle monument, and the downtown business district. In preserving the rural nature of this project, we are requesting a waiver to curbing and gutters. Currently there is very little property available in Camp Verde for larger lots zoned for site built homes. A vast majority of buyers wanting such properties are forced to go to other Verde Valley markets.

The natural beauty of this property will remain intact as its natural contours and native vegetation will be preserved. Extensive engineering has been provided to comply with Town Codes in regards to drainage and traffic concerns. The engineered roadways were placed so as to have minimum visual impact, yet allow for easy ingress/egress. We have placed self-imposed deed restrictions to preserve the natural beauty and create a distinct neighborhood.

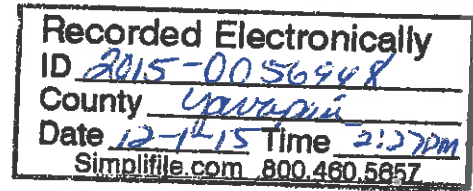
Castle Heights subdivision will have a positive economic impact on Camp Verde and attract the above median priced home buyer to Camp Verde, thus providing a greater tax base to this community. In addition, this project will provide more than 100 jobs through the local construction and Real Estate trades, and circulate over six million dollars back into the local economy.

John and Mary Bassous, Owners of Tierra Verde Holdings have been Camp Verde residents for over 25 years. They have raised their two children here and have no plans to move. In addition, they own Tierra Verde Builders; a Camp Verde based General Contracting Company currently working from Chandler to the South Rim of the Grand Canyon, employing over 20 individuals.

John and Mary Bassous
Tierra Verde Holdings

Recording Requested By:
Empire West Title Agency

And When Recorded Mail To:
Tierra Verde Holdings, LLC
P.O. Box 2898
Camp Verde, AZ 86322



Escrow No. 51872EW - PN 1091

Exempt B-5

This area reserved for County Recorder

Exempt per ARS11-1134B-5

SPECIAL WARRANTY DEED

For the consideration of Ten Dollars, and other valuable considerations, I,
Tierra Verde Holdings, LLC, an Arizona limited liability company
do hereby convey to

Tierra Verde Holdings, LLC, an Arizona limited liability company

the following described property situated in the County of **Yavapai**, State of **Arizona**, together
with all rights and privileges appurtenant thereto, to wit:


See Exhibit "A" attached hereto and made a part hereof.

SUBJECT TO: Existing taxes, assessments, covenants, conditions, restrictions, rights of way,
easements, and all other matters of record.

And the Grantor hereby binds itself and its successors to warrant and defend the title, as against
all acts of the Grantor herein and no other, subject to the matters above set forth.

Dated: November 30, 2015.

Tierra Verde Holdings, LLC


By **John Bassous, as Member**

Tierra Verde Holdings, LLC


By **Mary Bassous, as Member**

Dated November 30, 2015

Special Warranty Deed

Escrow No. 51872EW

STATE OF Arizona)
County of Yavapai)SS.

On November 30, 2015, before me, the undersigned Notary Public, personally appeared John Bassous and Mary Bassous, as Members of Tierra Verde Holdings, LLC, personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies) and that his/her/their signature(s) on the instrument the person(s) or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal

Chelsey Tucker
Notary Public

My Commission Expires:
9/30/2019



Exhibit "A"

Description for parcel of land being a portion of that certain parcel as recorded in Book 4494 of Official Records, Page 484 and Section 19, Township 14 North, Range 5 East, G" & S. R. M., Yavapai County, Arizona being more particularly described as follows;

To find the place of beginning, begin at the North quarter Comer of said Section 19, being a found 3 inch BLM Brass cap, from which the West East 1/64 Comer of said Section 19, being a found BLM brass capped pipe, bears North 89 degrees 38 minutes 48 seconds East (R&M and basis of bearings for this description), a distance of 663.11 ft. (M);

THENCE from said North quarter Comer of said Section 19, South 00 degrees 13 minutes 20 Seconds East, a distance of 661.21 ft.(M) along the North/South mid-section line of said Section 19, to a found ½ inch rebar with tag stamped "L.S. 29263" added, being the Northwest comer of said parcel recorded in Book 4494 Official Records, Page 484 and the TRUE POINT OF BEGINNING;

THENCE continuing along the locally accepted said North/South mid-Section line, South 00 degrees 12 minutes 07 seconds East (M), a distance of 329.38 ft. (M) to a found ½ inch rebar with tag stamped "LS 29263" added;

THENCE continuing along the locally accepted said North/South mid-Section line, South 00 degrees 18 minutes 19 seconds East (M), distance of 298.88 ft. (M) to a set ½ inch rebar with plastic cap stamped "L.S. 29263", being a point on the northerly right-of-way the of Arena Del Loma as recorded in Book 198, L.S. Page 52 of the Yavapai County records;

THENCE South 89 degrees 49 minutes 32 seconds East, a distance of 1435.21 ft. (M) along said right-of-way line of Arena Del Loma to a point;

THENCE North 00 degrees 05 minutes 28 seconds West, a distance of 640.58 ft. (M) to a point on

the North line of said parcel of land recorded in Book 4494 of Official Records, Page 484;

THENCE South 89 degrees 40 minutes 57 seconds West (M), a distance of 1436.96 ft. along said

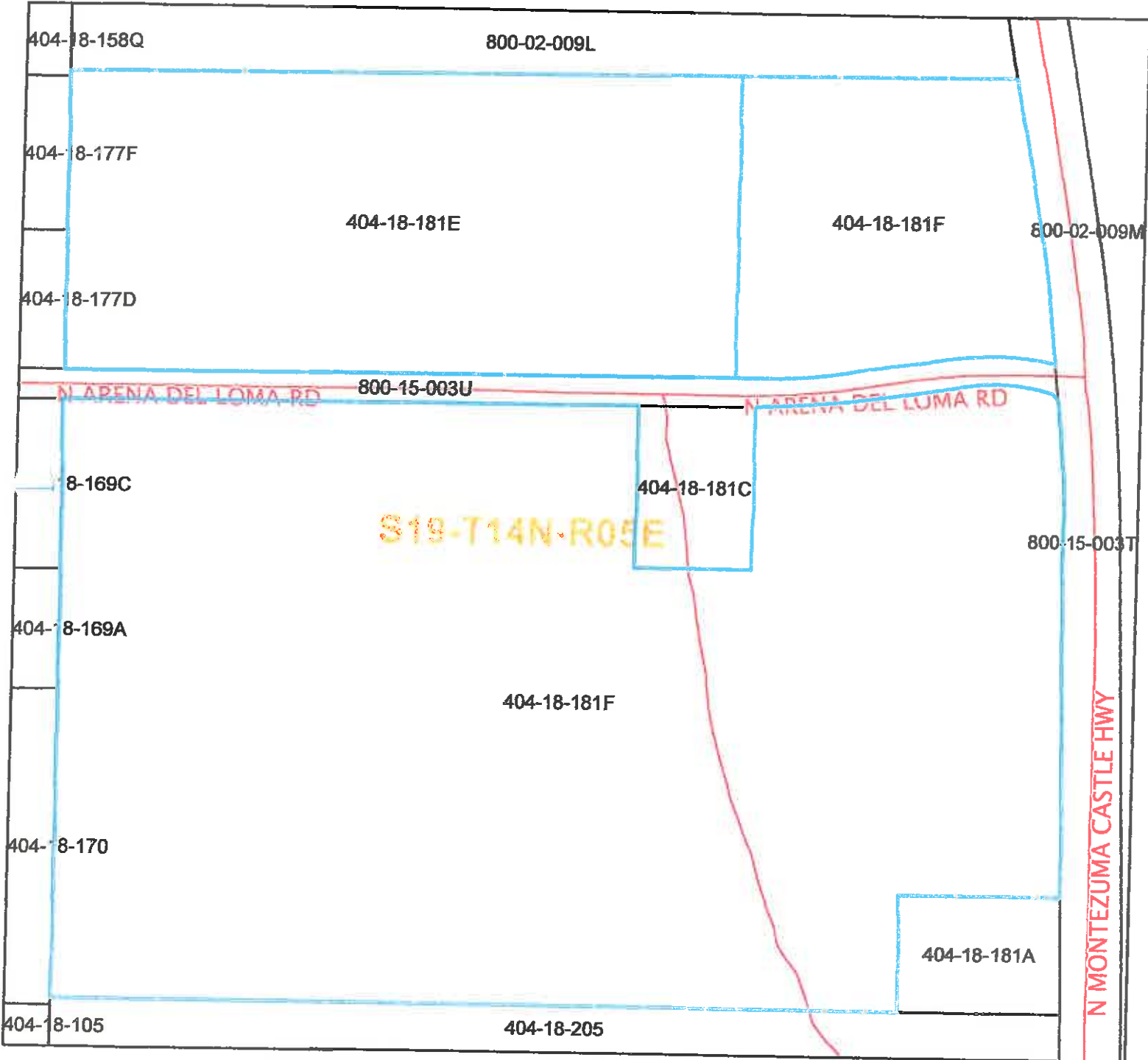
North line to the TRUE POINT OF BEGINNING.



Legend

— Asr Parcel Lines

1 inch = 300 feet



YAVAPAI COUNTY ASSUMES NO RESPONSIBILITY FOR ANY ERRORS, OMISSIONS AND/OR INACCURACIES IN THIS MAPPING PRODUCT.
 THIS PRODUCT IS FOR INFORMATIONAL PURPOSES AND MAY NOT HAVE BEEN PREPARED FOR OR BE SUITABLE FOR LEGAL, ENGINEERING
 SURVEYING PURPOSES. USERS OF THIS INFORMATION SHOULD REVIEW OR CONSULT THE PRIMARY DATA AND INFORMATION SOURCES
 TO ASCERTAIN THE USABILITY OF THE INFORMATION.

Date: 12/3/2015

HAMMES SURVEYING LLC
 2100 VIA SILVERADO
 CAMP VERDE, ARIZONA 86322
 (928)-567-2833 (928) 282-5686

Parcel A: 20 acres

Description for parcel of land being a portion of that certain parcel as recorded in Book 4494 of Official Records, Page 484 and Section 19, Township 14 North, Range 5 East, G. & S. R. M., Yavapai County, Arizona being more particularly described as follows;

To find the place of beginning, begin at the North quarter Corner of said Section 19, being a found 3 inch BLM Brass cap, from which the West East 1/64 Corner of said Section 19, being a found BLM brass capped pipe, bears North 89 degrees 38 minutes 48 seconds East (R&M and basis of bearings for this description), a distance of 663.11 ft. (M);

thence from said North quarter Corner of said Section 19, South 00 degrees 13 minutes 20 seconds East, a distance of 661.21 ft. (M) along the North/South mid-section line of said Section 19, to a found ½ inch rebar with tag stamped "L.S. 29263" added, being the North West corner of said parcel recorded in Book 4494 of Official Records, Page 484 and the TRUE POINT OF BEGINNING;

thence continuing along the locally accepted said North/South mid-section line, South 00 degrees 12 minutes 07 seconds East (M), a distance of 329.38 ft. (M) to a found ½ inch rebar with tag stamped "L.S. 29263" added;

thence continuing along the locally accepted said North/South mid-section line, South 00 degrees 18 minutes 19 seconds East (M), distance of 298.88 ft. (M) to a set ½ inch rebar with plastic cap stamped L.S. 29263", being a point on the northerly right-of-way line of Arena Del Loma as recorded in Book 198, L.S. Page 52 of the Yavapai County records;

thence South 89 degrees 49 minutes 32 seconds East, a distance of 1435.21 ft, (M) along said right-of-way line of Arena Del Loma to a point;

thence North 00 degrees 05 minutes 28 seconds West, a distance of 640.58 ft. (M) to a point on the North line of said parcel of land recorded in Book 4494 of Official Records, Page 484;

thence South 89 degrees 40 minutes 57 seconds West (M), a distance of 1436.96 ft. along said North line to the Place of Beginning.



LYP04056/30/R



**ALTA Commitment Form (6-17-06)
COMMITMENT FOR TITLE
INSURANCE**

**ISSUED BY
WESTCOR LAND
TITLE INSURANCE COMPANY**

Westcor Land Title Insurance Company, a California corporation ("Company"), for a valuable consideration, commits to issue its policy or policies of title insurance, as identified in Schedule A, in favor of the Proposed Insured named in Schedule A, as owner or mortgagee of the estate or interest in the land described or referred to in Schedule A, upon payment of the premiums and charges and compliance with the Requirements; all subject to the provisions of Schedules A and B and to the Conditions of this Commitment.

This Commitment shall be effective only when the identity of the Proposed Insured and the amount of the policy or policies committed for have been inserted in Schedule A by the Company.

All liability and obligation under this Commitment shall cease and terminate six (6) months after the Effective Date or when the policy or policies committed for shall issue, whichever first occurs, provided that the failure to issue the policy or policies is not the fault of the Company.

The Company will provide a sample of the policy form upon request.

IN WITNESS WHEREOF, WESTCOR LAND TITLE INSURANCE COMPANY has caused its corporate name and seal to be hereunto affixed and by these presents to be signed in facsimile under authority of its by-laws, effective as of the date of Commitment shown in Schedule A.

Issued By:

Empire West Title Agency
600 W. Gurley Street, Suite 100
Prescott, AZ 86305
Phone: 928-778-5044

**WESTCOR LAND TITLE INSURANCE
COMPANY**

HOME OFFICE
201 N. New York Avenue, Suite 200
Winter Park, Florida 32789
Telephone: (407) 629-5842

Maria Chavira

SCHEDULE A

Address Reference: Arena Del Loma Road, Camp Verde, AZ 86322

1. **Effective Date: October 21, 2015 at 7:30 am**
2. **Policy or Policies to be issued:**
 - A. **ALTA Owners 2006 Standard Coverage**
Proposed Insured: future buyer
- 3A. **The estate or interest in the land described in this Commitment and covered herein is Fee and title thereto is at the effective date hereof vested in: Tierra Verde Holdings, LLC, an Arizona limited liability company**
- 3B. **Title to the estate herein described upon issuance of the Policy shall be vested in: future buyer**
4. **The land referred to in the Commitment is situate in the county of Yavapai, State of Arizona and is described in the attached Exhibit "A".**

Please direct all inquiries and correspondence to:
Empire West Title Agency
Escrow Officer: Patti Nelsen
Phone: 928-778-5044
Commitment

Empire West Title Agency, issuing agent for
Westcor Land Title Insurance Company
By: Tim Muse
Title Department

EXHIBIT "A"

Description for parcel of land being a portion of that certain parcel as recorded in Book 4494 of Official Records, Page 484 and Section 19, Township 14 North, Range 5 East, G" & S. R. M., Yavapai County, Arizona being more particularly described as follows;

To find the place of beginning, begin at the North quarter Comer of said Section 19, being a found 3 inch BLM Brass cap, from which the West East 1/64 Comer of said Section 19, being a found BLM brass capped pipe, bears North 89 degrees 38 minutes 48 seconds East (R&M and basis of bearings for this description), a distance of 663.11 ft. (M);
THENCE from said North quarter Comer of said Section 19, South 00 degrees 13 minutes 20 Seconds East, a distance of 661.21 ft.(M) along the North/South mid-section line of said Section 19, to a found ½ inch rebar with tag stamped "L.S. 29263" added, being the Northwest corner of said parcel recorded in Book 4494 Official Records, Page 484 and the TRUE POINT OF BEGINNING;
THENCE continuing along the locally accepted said North/South mid-Section line, South 00 degrees 12 minutes 07 seconds East (M), a distance of 329.38 ft. (M) to a found ½ inch rebar with tag stamped "LS 29263" added;
THENCE continuing along the locally accepted said North/South mid-Section line, South 00 degrees 18 minutes 19 seconds East (M), distance of 298.88 ft. (M) to a set ½ inch rebar with plastic cap stamped L.S. 29263", being a point on the northerly right-of-way the of Arena Del Loma as recorded in Book 198, L.S. Page 52 of the Yavapai County records;
THENCE South 89 degrees 49 minutes 32 seconds East, a distance of 1435.21 ft. (M) along said right-of-way line of Arena Del Loma to a point;
THENCE North 00 degrees 05 minutes 28 seconds West, a distance of 640.58 ft. (M) to a point on the North line of said parcel of land recorded in Book 4494 Of Official Records, Page 484;
THENCE South 89 degrees 40 minutes 57 seconds West (M), a distance of 1436.96 ft. along said North line to the TRUE POINT OF BEGINNING.

**SCHEDULE B
SECTION ONE - REQUIREMENTS**

Conditions to be met and instruments in insurable form which must be executed, delivered, and duly filed for record:

1. Payment of any and all assessments.
2. Obtain approval of subdivision plat and ccr's of Castle Heights Subdivision.
3. Record plat and ccr's of Castle Heights Subdivision.
4. Obtain approved Public Disclosure Report by State of Arizona Department of Real Estate.
5. Record Partial Reconveyance of Deed of Trust securing an original indebtedness in the amount of \$660,000.00 recorded November 27, 2013 as Book 4994, page 485 of Official Records:

Dated: November 25, 2013
Trustor: Tierra Verde Holdings, LLC, an Arizona limited liability company
Trustee: Empire West Title Agency, LLC, an Arizona limited liability company
Beneficiary: Raj Na Capadu, LLC, an Arizona limited liability company

6. Record Deed from Tierra Verde Holdings, LLC, an Arizona limited liability company to future buyer.

NOTE: Operating Agreement on file in this office authorizes John Bassous and Mary Bassous, as Members to execute any necessary instruments on behalf of Tierra Verde Holdings, LLC.

NOTE: See attached tax sheet(s) for the following Parcel Number(s):404-18-181D.

24-month Chain of Title: The only conveyance(s) affecting said land recorded within the 24 months preceding the date of this commitment is (are) as follows:

Deed recorded November 27, 2013 in Book 4994, of Official Records, page 484.

NOTE: If no conveyances were found in that 24 month period, the last recorded conveyance is reported. If the subject land is a lot in a subdivision plat less than 24 months old, only the conveyances subsequent to the plat are reported.

DISCLOSURE NOTE: In the event any Affidavit required pursuant to A.R.S. 33-422 has been, or will be, recorded pertaining to the land, such Affidavit is not reflected in this Commitment nor will it be shown in any policy to be issued in connection with this Commitment. The statute applies only to unsubdivided land in an unincorporated area of a county.

The map attached, if any, may or may not be a survey of the land depicted hereon. Westcor Land Title Insurance Company expressly disclaims any liability for loss or damage which may result from reliance on this map except to the extent coverage for such loss or damage is expressly provided by the terms and provisions of the title insurance policy, if any, to which this map is attached.

End of Schedule B - Requirements

**SCHEDULE B
SECTION TWO - EXCEPTIONS**

Schedule B of the policy or policies to be issued will contain exceptions to the following matters unless the same are disposed of to the satisfaction of the Company:

A. Defects, liens, encumbrances, adverse claims or other matters, if any, created, first appearing in the public records or attaching subsequent to the Effective Date but prior to the date the proposed Insured acquires for value of record the estate or interest or mortgage thereon covered by this Commitment.

1. Water rights, claims or title to water, whether or not shown by the public records.
2. Reservations or exceptions in Patents, or in Acts authorizing the issuance thereof.
3. Liabilities and Obligations imposed upon said land by reason of its inclusion within water, improvement, fire or other districts or associations, if any.
4. Any action by the County Assessor and/or Treasurer, altering the current or prior tax assessment, subsequent to the date of the Policy of Title Insurance.
5. An easement for communication facilities and incidental purposes, recorded in Book 825, pages 589 and 591 of Official Records.
6. An easement for electric lines and incidental purposes, recorded in Book 830, page 694 and corrected in Book 965, page 65 of Official Records.
7. Easements, restrictions, reservations, conditions and set-back lines as set forth on the plat recorded in Document No. 2015- _____, but deleting any covenant, condition or restriction indicating a preference, limitation or discrimination based on race, color, religion, sex, handicap, familial status or national origin to the extent such covenants, conditions or restrictions violate 42 USC 3604(c).
8. Covenants, conditions, restrictions, liabilities and obligations in the document recorded in Document No. 2015- _____, but deleting any covenant, condition or restriction indicating a preference, limitation or discrimination based on race, color, religion, sex, handicap, familial status, or national origin, to the extent such covenants, conditions or restrictions violate Title 42, Section 3604(c), of the United States Codes.

End of Schedule B - Exceptions

CONDITIONS

1. The term mortgage, when used herein, shall include deed of trust, trust deed, or other security instrument.
 2. If the proposed Insured has or acquired actual knowledge of any defect, lien, encumbrance, adverse claim or other matter affecting the estate or interest or mortgage thereon covered by this Commitment other than those shown in Schedule B hereof, and shall fail to disclose such knowledge to the Company in writing, the Company shall be relieved from liability for any loss or damage resulting from any act of reliance hereon to the extent the Company is prejudiced by failure to so disclose such knowledge. If the proposed Insured shall disclose such knowledge to the Company, or if the Company otherwise acquires actual knowledge of any such defect, lien, encumbrance, adverse claim or other matter, the Company at its option may amend Schedule B of this Commitment accordingly, but such amendment shall not relieve the Company from liability previously incurred pursuant to paragraph 3 of these Conditions.
 3. Liability of the Company under this Commitment shall be only to the named proposed Insured and such parties included under the definition of Insured in the form of policy or policies committed for and only for actual loss incurred in reliance hereon in undertaking in good faith (a) to comply with the requirements hereof, or (b) to eliminate exceptions shown in Schedule B, or (c) to acquire or create the estate or interest or mortgage thereon covered by this Commitment. In no event shall such liability exceed the amount stated in Schedule A for the policy or policies committed for and such liability is subject to the insuring provisions and Conditions and the Exclusions from Coverage of the form of policy or policies committed for in favor of the proposed Insured which are hereby incorporated by reference and are made a part of this Commitment except as expressly modified herein.
 4. This Commitment is a contract to issue one or more title insurance policies and is not an abstract of title or a report of the condition of title. Any action or actions or rights of action that the proposed Insured may have or may bring against the Company arising out of the status of the title to the estate or interest or the status of the mortgage thereon covered by this Commitment must be based on and are subject to the provisions of this Commitment.
 5. *The policy to be issued contains an arbitration clause. All arbitrable matters when the Amount of Insurance is \$2,000,000 or less shall be arbitrated at the option of either the Company or the Insured as the exclusive remedy of the parties. You may review a copy of the arbitration rules at <<http://www.alta.org/>>.*
-

Any policy we issue will have the following exceptions unless they are taken care of to our satisfaction:

1. (a) Taxes or assessments that are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the Public Records; (b) proceedings by a public agency that may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the Public Records.
2. Any facts, rights, interests, or claims that are not shown by the Public Records but that could be ascertained by an inspection of the Land or that may be asserted by persons in possession of the Land.
3. Easements, liens or encumbrances, or claims thereof, not shown by the Public Records.
4. Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land and not shown by the Public Records.
5. (a) Unpatented mining claims; (b) reservations or exceptions in patents or in Acts authorizing the issuance thereof; (c) water rights, claims or title to water, whether or not the matters excepted under (a), (b), or (c) are shown by the Public Records.

The above exceptions will be eliminated from any ALTA Extended Coverage Policy, ALTA Plain Language Policy, ALTA Homeowner's Policy, ALTA Expanded Coverage Residential Loan policy and any short form

versions thereof. However, the same or similar exceptions may be made in Schedule B of those policies in conformity with Schedule B, Section Two, of this Commitment.

CASTLE HEIGHTS SUBDDIVISION

PRELIMINARY DEED RESTRICTIONS December 16, 2015

1. ARCHITECTURAL

All homes shall be a minimum of 1400 sq. ft. livable. All plans shall be approved by the Architectural committee comprised of John and Mary Bassous and Bob Simbric. Complete Plans shall include exterior elevations, floor plan, site plan, landscape plan and exterior lighting plan. No house shall exceed 26' in height from adjacent natural grade. All structures to comply with local building codes. Each lot to be served by their own well

2. RESTRICTIONS

No structure other than a single family residence, private garage, guest house or other approved outbuilding may be placed on the lot.

No clearing of site may take place until approval is granted by the Architectural Committee.

No commercial or business activity is allowed unless all of the following conditions are met:

- It is not detected by sight, sound or smell
- Conforms to applicable zoning ordinances
- Does not have an adverse impact on the subdivision
- Is contained in the interior portion of a structure
- Does not involve employees other than property owner
- Does not involve deliveries, additional foot or vehicular traffic
- Does not utilize flammable or hazardous materials in quantities not customary to residential use
- Does not utilize large vehicles such as semi-trucks

No semi-trucks or commercial equipment to be parked or stored on sub-division property at any time.

All structures to have a portion of decorative or native rock on the front of the structure facing the street.

No clear cutting of the lot is allowed. Native vegetation is encouraged.

No galvanized metal roofing or siding, T-111 siding (Masonite with vertical grooves) or shingle type siding.

All structures to be used by the owner on record and not for the purpose of rental.

No lot may be split. Anyone wishing to combine contiguous lots must first seek approval by the Architectural Committee and solely bear the cost should permission be granted.

Should you choose to fence your property, materials such as block, split face block, PVC, cedar pickets, rock and rusty metal are acceptable. Chain link, galvanized metal are not acceptable

All structures must be completed within nine (9) months after commencement of construction.

No temporary structures are allowed at any time.

Manufactured or mobile homes are not permitted at any time. Any recreational vehicles or projects (ie cars or equipment that are being restored) must be garaged or screened. There is to be no storage of non-running vehicles on setback boundaries.

All properties are to be maintained in a timely fashion. All nuisances, animate or inanimate such as overgrown grass, dead trees, weeds and overgrown shrubs are to be removed.

3. LIVESTOCK

Livestock and poultry are allowed under the following conditions:

- Do not violate Town ordinances
- Personal use
- Maintained so as not to be a nuisance to others
- Confined area

No swine, guinea fowl, wild animals or pea fowl allowed. Those raising swine for 4-H may do so with approval from the Architectural Committee.



1250 E State Route 89A
Cottonwood, AZ 86326

09/29/2015

John Bassous
Tierra Verde Builders
Tierra Verde
Camp Verde, Az

Re: Tierra Verde

Dear Mr. Bassous,

The above referenced project is located in Arizona Public Service Company's electric service area. The Company extends its lines in accordance with the "Conditions Governing Extensions of Electric Distribution Lines and Services," Schedule 3, and the "Terms and Conditions for the Sale of Electric Service," Schedule 1, on file with the Arizona Corporation Commission at the time we begin installation of the electric facilities.

Application for the Company's electric service often involves construction of new facilities for various distances and costs depending upon customer's location, load size and load characteristics. With such variations, it is necessary to establish conditions under which Arizona Public Service will extend its facilities.

The enclosed policy governs the extension of overhead and underground electric facilities to customers whose requirements are deemed by Arizona Public Service to be usual and reasonable in nature.

Please give me a call at (928)821-4657 so that we may set up an appointment to discuss the details necessary for your project.

Sincerely,

Brandon Echols
Customer Project Manager Associate
Arizona Public Service

Enclosures: Schedule 1, Schedule 3



DOUGLAS A. DUCEY
Governor

THOMAS BUSCHATZKE
Director

ARIZONA DEPARTMENT of WATER RESOURCES
3550 North Central Avenue, Second Floor
Phoenix, Arizona 85012-2105
602.771.8500
azwater.gov

Via electronic mail

September 18, 2015

John Bassous
Tierra Verde Holdings, LLC
PO Box 2898
Camp Verde, AZ 86322

Water Report #53-700864.0000
Subdivision Name: Castle Heights
Owner: Tierra Verde Holdings, LLC,
an Arizona limited liability company
Number of lots: 12
County: Yavapai
Township 14 North, Range 5 East, Section 19

Water provided by: dry lot
Water Type: Groundwater

Current water depth: No Information
Estimated 100-year depth: No Information
Current decline rate: No Information

Basin: Verde Valley

Annual Water Demand: 3.97 acre-feet/year

Dear Mr. Bassous:

Pursuant to A.R.S. § 45-108, the Department of Water Resources has reviewed the available information pertaining to the water supply for the above-referenced subdivision. This letter constitutes the Department's report on the subdivisions water supply as required by A.R.S. § 45-108(A).

Adequacy of the 100-year water supply was reviewed by the Department with regard to physical, legal and continuous availability, water quality, and financial capability. No information has been provided to the Department that indicates that the applicant has satisfied the adequate water supply requirements as set forth in A.A.C. R12-15-701 *et seq.* Therefore, the Department of Water Resources finds the water supply to be inadequate to meet the subdivision's projected needs.

Pursuant to A.R.S. §32-2181(F) a summary of the Department's report for those with an inadequate water supply shall be included in all promotional material and contracts for sale of lots in the subdivisions. We suggest the following synopsis:

“Castle Heights subdivision is being served groundwater by dry lot-individual wells. The developer has chosen not to demonstrate a 100-year adequate water supply. The applicant has not demonstrated that the criteria for physical, legal and continuous availability, water quality, and financial capability have been met. Therefore the Department must find the water supply to be *inadequate*. For additional information please contact the Office of Assured and Adequate Water Supply at 602-771-8599”

The developer, pursuant to A.R.S. §32-2181(F), may suggest a different summary of this report, but it must contain the above elements and/or the Department’s findings.

This letter is being forwarded to the Arizona Department of Real Estate as required by A.R.S. § 45-108. This law requires the developer to hold the recordation of the subdivision's plat until receipt of the Department's report on the subdivision's water supply. By copy of this report, the Yavapai County Recorder is also being officially notified of the developer's compliance with the law.

Pursuant to A.R.S. § 41-1092.03, the Department is notifying you that the Director’s determination and decision to issue this Water Report is an appealable agency action. You are entitled to appeal this action. If you wish to appeal this action, you must file a written appeal within thirty (30) days from receipt of this letter. I am providing you with a summary of the appeal process and an appeal form, should you elect to pursue this option.

Sincerely,



Richard B. Obenshain
Program Manager
Recharge, Assured & Adequate Water Supply

cc: Via electronic mail:
Yavapai County Planning and Zoning
Yavapai County Recorder
Carla Randolph, Arizona Department of Real Estate
Linda Taunt, Arizona Department of Environmental Quality
Heide A. Kocsis, Az. State Land Department



CenturyLink™

CenturyLink Engineering
500 S Calvary Way
Cottonwood, AZ 86326

December 11, 2015

John Bassous
Tierra Verde Builders
PO Box 2898
Camp Verde, AZ 86322

RE: Castle Heights Subdivision

John,

The above mentioned property is located in a parcel located in Section 19, Township 14N and Range 5E in Yavapai County.

In response to your "Service Availability" request for the above mentioned property, this letter is to acknowledge, the property is within the CenturyLink serving territory.

The tariff Rates and Regulations prescribed for service for this location are on file with your State Utilities Commission, and may be examined at your CenturyLink Business Office.

Sincerely,

Armen McNerlin
CenturyLink Engineer
500 S Calvary Way
Cottonwood, AZ 86326
office 928.634.2102
cell 928.821.4609

Yavapai County Development Services

Prescott Office
1120 Commerce Dr, Prescott, AZ 86305
(928) 771-3214 Fax: (928) 771-3432



Cottonwood Office
10 S. 6th Street, Cottonwood, AZ 86326
(928) 639-8151 Fax: (928) 639-8153

Addressing - Building Safety - Customer Service & Permitting - Environmental - Land Use - Planning

REQUEST FOR REGISTRATION OF A SITE INVESTIGATION

(This is not a permit to construct. Submittal Fee \$67.50)

Date Submitted: _____ Receipt No.: _____

An individual site survey was performed by an Arizona Registered Engineer, Sanitarian or Geologist to determine if the property below will meet the requirements for an on-site wastewater disposal system.

Parcel No.: 404-18-181D

Water Source: Well X Public _____ Hauled _____ (individual wells to be drilled on each lot)

PROPOSED SYSTEM DESIGN CRITERIA:

Soil Absorption Rate (SAR): _____ Perc rate: _____ min. per inch Slope: _____

Conventional Disposal Trench*: Total Depth: _____ ft. Effective Depth: _____ ft. Cover: _____ ft.

Summary of Surface and Subsurface Limitations: soil with > 50 percent rock fragments

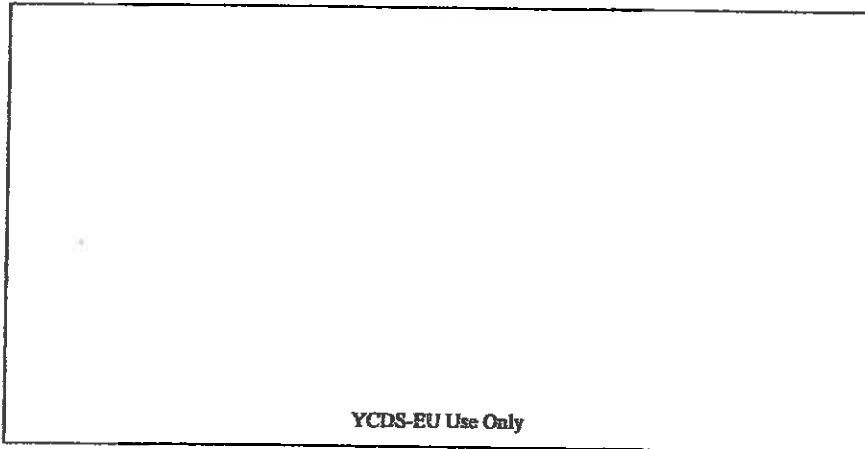
site specific SAR required for individual disposal locations

Professionals



* If an alternate system is appropriate indicate N/A

Comments: preliminary report only



YCDS-EU Use Only

REGISTRANT SITE INVESTIGATION SUBMITTAL

SECTIONS 1-10 AND APPLICABLE ATTACHMENTS ARE REQUIRED FOR REVIEW

Arizona Administrative Code (A.A.C.) R18-9-A309(B)(1) requires submittal of a Site Investigation Report that summarizes the results of a site investigation conducted under R18-9-A310 including:

- A) Results from any soil evaluation, percolation test, or seepage pit performance test;
- B) Any surface limiting condition identified in R18-9-A310(C)(2); and
- C) Any subsurface limiting condition identified in R18-9-A310(D)(2).

GENERAL INFORMATION

1 Project/Site Information

Assessor's Parcel Number 404-18-181D

Project Address 1600 North Montezuma Castle Highway

Subdivision: Castle Heights

Lot Number: 1 - 12

Latitude: 34.592325 °

Longitude: 111.860081 °

2 Registrant information

Name Craig P. Wiedeman, P.E.

Phone 928-774-8700

Title Senior Geotechnical Engineer

Firm Name Western Technologies Inc.

Mailing Address 2400 E. Huntington Dr.

City Flagstaff

State AZ

Zip 86004

SITE INVESTIGATION REPORT (ITEMS 3 THROUGH 9 AND APPLICABLE ATTACHMENTS ARE TO BE COMPLETED BY THE SITE INVESTIGATOR)

3 Surface Characterization Method [A.A.C. R18-9-A310(C)(1)]

- A) ASTM D5879-95 used? Yes No
- B) Other method of equal or superior accuracy and reliability? Yes No (If Yes, please describe using Attachment 4.)

4 Surface Limiting Conditions [A.A.C. R18-9-A310(C)(2)]

The investigator shall determine whether, and if so, where any of the following surface limiting conditions exist:

- A) The surface slope is greater than 15 % at the intended location of the on-site wastewater facility Yes No
- B) Minimum setback distances are not within the limits specified in R18-9-A312(C); Yes No Indeterminate*
 * Note: Check Indeterminate when details of improvements and dwelling location and size NOT KNOWN.
- C) Surface drainage characteristics at the intended location of the on-site wastewater treatment facility could adversely affect the ability of the facility to function properly; Yes No
- D) A 100-year flood hazard zone, as indicated on the applicable flood insurance rate map, is located within the property on which the on-site wastewater treatment facility will be installed; Yes No
- E) An outcropping of rock that cannot be excavated exists in the intended location of the on-site wastewater treatment facility or could impair the function of soil receiving the discharge; Yes No
- F) Fill material deposits exist in the intended location of the on-site wastewater treatment facility Yes No.

If the answer is Yes or Indeterminate to any of the above surface limiting conditions, please show location and note the associated limiting condition type on Site Investigation Map (Item 8).

Parcel No.: 404-18-181D

5 Subsurface Characterization Method [A.A.C. R18-9-A310(D)]

Method used to perform subsurface characterization per A.A.C. R18-9-A310(D)(1) and (3)

- A) ASTM D5921 used? Yes No (if Yes, please enclose Attachment 1)
- B) Percolation test method used? Yes No (if Yes, please enclose Attachment 3)
- C) Seepage performance test method used? Yes No (if Yes, please enclose Attachment 2)
- D) Other ADEQ approved method? Yes No (if Yes, please describe method and enclose Attachment 4)

6 Subsurface Limiting Conditions [A.A.C. R18-9-A310(D)(2)]

The investigator shall determine whether any of the following limiting conditions exist in the primary and reserve areas of the on-site wastewater treatment facility to a depth of at least 12 feet below land surface or to an impervious soil or rock layer if encountered at a shallower depth:

- A) The soil absorption rate determined under A.A.C. R18-9-A312(D)(2) is:
 - 1. More than 1.20 gallons per day per square foot? Yes No
 - 2. Less than 0.20 gallons per day per square foot? Yes No
 - 3. A site-specific soil absorption rate (SAR) is required per A.A.C. R18-9-A312(D)(2)(b)? Yes No
- B) The vertical separation distance from the bottom of the lowest point of the disposal works to the seasonal high water table is less than the minimum vertical separation specified in A.A.C. R18-9-A312(E)(1)? Yes No
- C) Does seasonal saturation occur within surface soils that could affect the performance of the on-site wastewater treatment facility? Yes No
- D) Do any of the following subsurface limiting conditions that may cause or contribute to surfacing of wastewater occur within 12 feet of the land surface:
 - 1. An impervious soil or rock layer? Yes No
 - 2. A zone of saturation that substantially limits downward percolation from the disposal works? Yes No
 - 3. Soil with more than 50 percent rock fragments? Yes No
- E) Do any of the following subsurface limiting conditions that may promote accelerated downward movement of insufficiently treated wastewater occur within 12 feet of the land surface:
 - 1. Fractures or joints in rock that are open, continuous, or interconnected? Yes No
 - 2. Karst voids or channels? Yes No
 - 3. Highly permeable materials such as deposits of cobbles or boulders? Yes No
- F) Does a subsurface condition exist that may convey wastewater to a Water of the State and cause or contribute to an exceedance of a water quality standard established in 18 A.A.C. 11, Articles 1 and 4? Yes No
- G) Depth to groundwater below land surface 35 - 165 feet.

Please check below the method used.

- Trench or boring,
- Published groundwater data,
- Subdivision report,
- Relevant well data.

If the answer is Yes to any of the above subsurface limiting conditions, please show location and note the associated limiting condition type on Site Investigation Map (Item 8).

Parcel No.: 404-18-181D

7 Site Investigation Map (Show locations of limiting conditions, features and improvements)

Site Investigation Map below shall include:

- A) The property boundaries, a North arrow, soil test sites and the positions of limiting conditions noted in Items 5 and 7, and
- B) Any other site feature pertinent to the location and design of an on-site wastewater treatment facility observed at the time of the site investigation, including the topography delineated with appropriate contour intervals; any area where the native soil surface elevation is altered by cut or fill; the boundaries for locating the treatment works, primary disposal area and reserve disposal area; and any feature noted below that was observed during the site investigation and was within 200 horizontal feet from the location of the envisioned on-site system wastewater facility on both the investigated property and adjacent lands:
- C) Registrant's Professional Seal stamped and signed.

Well Yes No (to be drilled for each lot)

Pond or other water feature Yes No

Building or other structure Yes No

Driveway, vehicle path, parking area, equipment storage, or new or used construction materials Yes No

Retaining or other wall Yes No

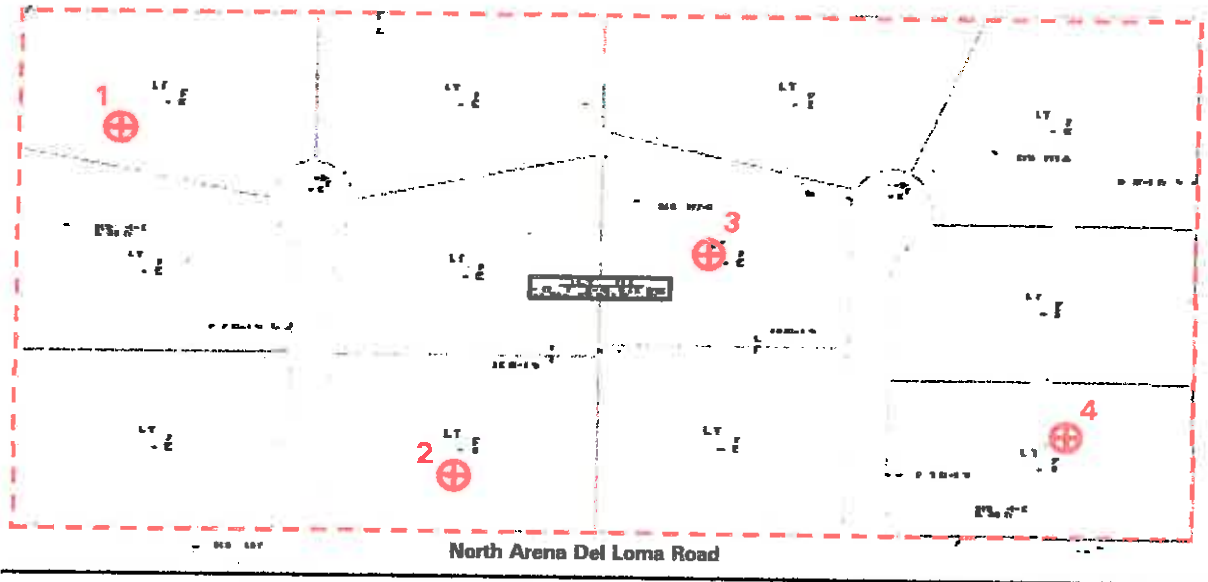
Slope or cut bank Yes No

Other feature or condition identified in A.A.C. R18-9-A312(C) Yes (If Yes, please attach a description) No

See attached Plate 1



soil with > 50 percent rock fragments at all locations


Plate 1 – Test Pit Location Diagram
 Tierra Verde Subdivision Roadways
 North Arena Del Loma Road
 Yavapai County, Arizona



Tierra Verde Conceptual Plan, from Granite Basin Engineering, Inc. Sheet 1, dated June 2015

LEGEND:

-  Approximate Test Pit Locations
-  Approximate Site Boundaries

 N ↑ Not to Scale	Tierra Verde Builders	
	Geotechnical Evaluation	
	Western Technologies Inc.	
	Job No. 2525JW327	Date: September 1, 2015

Parcel No.: 404-18-181D

8 Investigator Qualification Information [A.A.C. R18090A310(H)] (Must check applicable boxes and provide related information)

A) Arizona-registered professional engineer Certification Number: 11860 Expiration Date: 12/31/16

B) Arizona-registered professional geologist Certification Number: Expiration Date:

C) Arizona-registered sanitarian Registration Number: Expiration Date:

9 Registrant Certification

I have inspected the property identified in Item 1, Project/Site Information, for purposes of performing a site investigation. I have performed this site investigation in accordance with R18-9-A310 and have completed Items 3 through 7 to the best of my knowledge. This Site Investigation report is intended to be submitted in fulfillment of A.A.C.R18-9-A309(B)(1) and includes the following attachments.

#	Attachment Description	Attached?
1	Attachment 1	<input checked="" type="checkbox"/> Yes, total of 4 pages.
2		<input type="checkbox"/> Yes, total of _____ pages.
3		<input type="checkbox"/> Yes, total of _____ pages.
4		<input type="checkbox"/> Yes, total of _____ pages.


 Registrant Signature

12-3-15
 Date Signed

10 Site Investigation Affidavit

I certify that I am the Person authorizing the work certified in Item 9 that has been performed in fulfillment of A.A.C. R18-9-A310 for Parcel Number _____

My interest in this Site Investigation as it relates to the installation of an on-site wastewater treatment facility is that (please check all applicable boxes and provide a description, if specified):

- I am the Owner of the property described above.
- I am an Applicant pursuant A.A.C. R18-9-A309(B)
- I am the Applicant's Representative, such as a licensed contractor, preparing a submittal pursuant A.A.C. R18-9-A309(B)
- I am interested in the sale of the property for future installation of an on-site wastewater treatment facility under rules in effect at the time of submittal of a complete application.
- Other. Please describe: _____

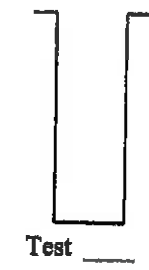
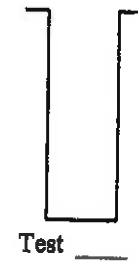
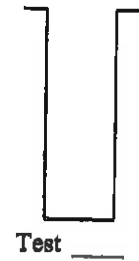
Signature

Date

ATTACHMENT 1 -- ASTM 5921 METHOD FOR SUBSURFACE SOIL CHARACTERIZATION-SEPARATE PAGE IS REQUIRED FOR EACH DISCOVERY HOLE

Parcel Number 404-18-181D
 Tested by WT/D. Curtis
 Date Tested 9-1-15

Depth to Groundwater _____ **PLEASE REPORT IN ITEM 6.G**
 Address of Facility 1600 North Montezuma Castle Highway

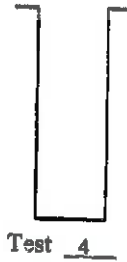
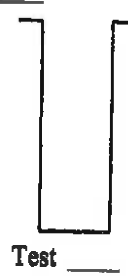
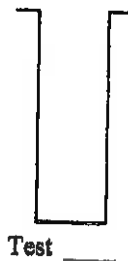
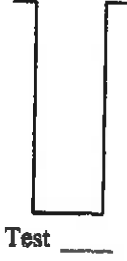


Horizon	Depth (Inches)	Texture	Structure	Rock %/ Fragments	Mottles	Boundary	Dry Consistency	Moist Consistency	SAR
A	0-12	gravelly SL	(2)(C)(SG)	30	No aggregation	(C)	H	FI	
B	below 12	extremely gravelly SL	(3)(VC)(SG)	70	No aggregation		VH	VFI	
Comments _____									

ATTACHMENT 1 - ASTM 5921 METHOD FOR SUBSURFACE SOIL CHARACTERIZATION-SEPARATE PAGE IS REQUIRED FOR EACH DISCOVERY HOLE.

Parcel Number 404-18-181D
 Tested by WT/D. Curtis
 Date Tested 9-1-15

Depth to Groundwater _____ **PLEASE REPORT IN ITEM 6.G**
 Address of Facility 1600 North Montezuma Castle Highway



Horizon	Depth (Inches)	Texture	Structure	Rock %/ Fragments	Mottles	Boundary	Dry Consistency	Moist Consistency	SAR
A	0-15	SCL	(2)(F)(PL)	10	No aggregation	(C)	MH	FI	
B	below 15	extremely gravelly SL	(3)(VC)(SG)	70	No aggregation		VH	VFI	

Comments _____

This page must be stamped with the registrant's professional seal and signed

TEXTURE	STRUCTURE				
Loamy Sand – (LS)	GRADE				
Sandy Loam – (SL)	Structureless	(0)	No aggregation		
Silt Loam – (SiL)	Weak	(1)	Barely observable		
Loam – (L)	Moderate	(2)	Distinct peds		
Sandy Clay Loam – (SCL)	Strong	(3)	Durable peds		
Silty Clay Loam – (SiCL)				<u>Angular.</u>	
Clay Loam – (CL)	SIZE		<u>Granular, Platy</u>	<u>Subangular.</u>	
Sandy Clay – (SC)	Very Fine	(VF)	<1 mm	<u>Blocky</u>	<u>Prismatic, Columnar</u>
Silty Clay – (SiC)	Fine	(F)	1-2	<5 mm	<10 mm
Clay – (C)	Medium	(M)	2-5	5-10	10-20
	Coarse	(C)	5-10	10-20	20-50
	Very Coarse	(VC)	>10	20-50	50-100
				>50	>100
SAND SIZES	SHAPE				
Coarse – (Co)	Platy	(PL)	Flat, plate-like		
Medium – (M)	Prismatic	(PR)	Taller than wide		
Fine – (F)	--Columnar	(CPR)	Rounded tops		
Very Fine – (VF)	Blocky	(BK)	Cubical		
	--Angular	(ABK)	Sharp edges		
	--Subangular	(SBK)	Rounded edges		
	Granular	(GR)	Spherical		
	No Structure				
	--Single Grain	(SG)	Sandy texture		
	--Massive	(M)	Finer textures		
ROCK FRAGMENTS	MOTTLES	BOUNDARY	CONSISTENCY		SAR
			DRY	MOIST	

<p><u>ROUNDED</u> <u>SUBROUNDED</u> <u>ANGULAR</u> <u>IRREGULAR</u> Gravel – (GR) 2-75 mm Fine – (FGR) 2-5 mm Medium – (MGR) 5-20 mm Coarse – (CGR) 20-75 mm Pebbles – (PB) 2-75 mm Fine – (FPB) 2-5 mm Medium – (MPB) 5-20 mm Coarse – (CPB) 20-75 mm Cobbles – (CB) 75-250 mm Stones – (S) 250-600 mm Boulders – (B) ≥600 mm</p> <p><u>FLAT</u> Channers – (CH) 2-150 mm Flagstones – (FL) 150-380 mm Stones – (ST) 380-600 mm Boulders – (BO) ≥600 mm</p>	<p><u>TYPE OF ROCK</u> Basalt – (BAS) Cinders – (CIND) Sandstone – (SST) Limestone – (LST)</p> <p><u>TERMS OF SOIL/ROCK</u> Cemented – (CEM) Ice or Frozen – (ICE) Weathered – (WEA) Unweathered – (UNWEA) Fractured – (FRA) Decomposed – (DEC) Stratified – (ST)</p>	<p><u>QUANTITY</u> Few (F) - <2% Common (C) - 2-20% Many (M) - >20%</p> <p><u>SIZE</u> Fine (1) - <5 mm Medium (2) - 5 -15 mm Coarse (3) - >15 mm</p> <p><u>CONTRAST</u> Faint – (F) Distinct – (D) Prominent – (P)</p>	<p><u>DISTINCTNESS</u> Abrupt (A) – Less than 2 cm Clear (C) – 2 to 5 cm Gradual (G) – 5 to 15 cm Diffuse (D) – More than 15 cm</p> <p><u>TOPOGRAPHY</u> Smooth (S) – A plane with few or no irregularities Wavy (W) – Waves wider than deep Irregular (I) – Waves deeper than wide Broken (B) – discontinuous and interrupted</p>	<p>L = Loose S = Soft SH = Slightly Hard MH = Moderately Hard VH = Very Hard H = Hard R = Rigid VR = Very Rigid</p>	<p>L = Loose VFR = Very Friable FR = Friable FI = Firm VFI = Very Firm EFI = Extremely Firm SR = Slightly Rigid R = Rigid VR = Very Rigid</p>	<p>See Arizona Administrative Code(A.A.C.) R18-9-A312(D) for SAR determination.</p>
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GEOTECHNICAL EVALUATION REPORT

TIERRA VERDE SUBDIVISION ROADWAYS
North Arena Del Loma Road W/O Montezuma Castle Highway
Yavapai County, Arizona
WT Reference No. 2525JW327

PREPARED FOR:
Tierra Verde Builders
400 Finnie Flat Road, Suite 1-C
Camp Verde, Arizona 86322
Attn: Mr. Dave Lochmann

October 12, 2015



Maximilian Kemnitz, P.E.
Geotechnical Engineer



Reviewed By: Craig P. Wiedeman, P.E.
Senior Geotechnical Engineer





**Western
Technologies Inc.**
The Quality People
Since 1955

2400 East Huntington Drive
Flagstaff, Arizona 86004-8934
(928) 774-8700 • fax 774-6469

October 13, 2015

Tierra Verde Builders
400 Finnie Flat Road, Suite 1-C
Camp Verde, Arizona 86322
Attn: Mr. Dave Lochmann

Re: Geotechnical Evaluation
Tierra Verde Subdivision Roadways
North Arena Del Loma Road W/O Montezuma Castle Highway
Yavapai County, Arizona

Job No. 2525JW327

Western Technologies Inc. has completed the geotechnical evaluation for the proposed Tierra Verde Subdivision roadways on the north side of North Arena Del Loma Road and west of Montezuma Castle Highway in Yavapai County, Arizona. This study was performed in general accordance with our proposal number 2525PW091R4 dated August 20, 2015. The results of our study, including the test pit location diagram, laboratory test results, test pit logs, and the geotechnical recommendations are attached.

We have appreciated being of service to you in the geotechnical engineering phase of this project and are prepared to assist you during the construction phases as well. If design conditions change, or if you have any questions concerning this report or any of our testing, inspection, design and consulting services, please do not hesitate to contact me. I look forward to working with you on future projects.

Sincerely,
WESTERN TECHNOLOGIES, INC.
Geotechnical Engineering Services



Maximilian Kemnitz, P.E.
Geotechnical Engineer

Copies to: Addressee (emailed)
Granite Basin Engineering, Inc., Mr. Jim Binick, P.E. (emailed)

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TEST PIT LOCATION DIAGRAM Plate 1

APPENDIX A

Definition of Terminology..... A-1

Method of Soil Classification..... A-2

Test Pit Log Notes A-3

Test Pit Logs.....A-4 to A-7

APPENDIX B

Laboratory Tests..... B-1 to B-3

**GEOTECHNICAL EVALUATION
TIERRA VERDE SUBDIVISION ROADWAYS
NORTH ARENA DEL LOMA ROAD W/O MONTEZUMA CASTLE HIGHWAY
YAVAPAI COUNTY, ARIZONA
JOB NO. 2525JW327**

1.0 PURPOSE

Western Technologies Inc. has completed this geotechnical evaluation report for the proposed Tierra Verde Subdivision roadways to be located on the north side of North Arena Del Loma Road and west of Montezuma Castle Highway in Yavapai County, Arizona. The purpose of these services is to provide earthwork and pavement design information and recommendations for the roadway and asphalt concrete pavement construction, and hydrologic soil characterization.

2.0 PROJECT DESCRIPTION

Based on information provided by Mr. Jim Binick, P.E., the proposed project will consist of two asphalt concrete paved residential roadways, each about 450 feet long and terminating in cul-de-sacs on the north side of Arena Del Loma Road (the Site). The roadways will be constructed within a planned 21-acre residential development. It is anticipated that maximum cut depths and fill heights will be about 5 feet along the two roadways. Should any of our information or assumptions not be correct, we request that the Client notify WT immediately.

3.0 SCOPE OF SERVICES

3.1 Field Exploration

Four test pits were excavated to depths of about 5 to 8 feet below the existing site grades using a John Deere 310 backhoe, at the approximate locations shown on the attached test pit location diagram, Plate 1. Excavation refusal on hard materials was encountered in Test Pit Nos. 1 and 2 at depths of 5 and 6.5 feet below the existing site grades. Logs of the test pits are presented in Appendix A. Subsoils encountered during drilling were examined visually and sampled at selected depth intervals.

A field log was prepared for each test pit. These logs contain visual classifications of the materials encountered during excavation. Final logs, included in Appendix A, represent our interpretation of the field logs and include modifications based on laboratory

observations and tests of the field samples. The final logs describe the materials encountered, their thicknesses, and the locations where samples were obtained.

The Unified Soil Classification System was used to classify soils. The soil classification symbols appear on the boring logs and are briefly described in Appendix A.

3.2 Laboratory Analyses

Laboratory analyses were performed on representative soil samples to aid in material classification and to estimate pertinent engineering properties of the on-site soils for preparation of this report. Testing was performed in general accordance with applicable ASTM and Arizona methods. The following tests were performed and the results are presented in Appendix B.

- Water content
- Dry density
- Expansion
- Gradation
- Plasticity
- R-value
- Soluble salts and sulfates

Test results were utilized in the development of the recommendations contained in this report.

3.3 Analyses and Report

This geotechnical evaluation report includes a description of the project, a discussion of the field and laboratory testing programs, a discussion of the subsurface conditions, and design recommendations as required to satisfy the purpose previously described.

This report is for the exclusive purpose of providing geotechnical engineering and/or testing information and recommendations. The scope of services for this project does not include, either specifically or by implication, any environmental assessment of the Site or identification of contaminated or hazardous materials or conditions. If the owner is concerned about the potential for such contamination, other studies should be undertaken. We are available to discuss the scope of such studies with you.

4.0 SITE CONDITIONS

4.1 Surface

The Site consisted of native desert with sparse to moderate vegetation consisting of trees, cacti, and grass. The northwest corner of the Site was the high point of the planned subdivision, and the Site sloped from an elevation of about 3,300 feet in the northwest corner of the Site, to about 3,275 and 3,260 feet in the southeast and southwest corners of the Site, respectively. Surface drainage was generally to the south-southwest by sheet surface flow and a few north to south trending drainages. Coconino National Forest was located north of the Site and Arena Del Loma was located south of the Site.

4.2 Subsurface

As presented on the test pit logs, surface and subsurface soils extending to the full depth of exploration included GRAVELs with varying amounts of silt, clay, sand, cobbles and boulders. A thin layer of surficial Sandy CLAY was encountered in Test Pit No. 4. The soils below about 1 to 1.5 feet were slightly to moderately cemented. Excavation refusal on hard materials was encountered in Test Pit Nos. 1 and 2 at depths of about 5 and 6.5 feet below the existing site grades. Groundwater was not encountered in any test pit at the time of exploration. The logs in Appendix A show details of the subsurface conditions encountered during the field exploration.

5.0 GEOTECHNICAL PROPERTIES

Laboratory test results indicate that soils exhibit low to medium plasticity, and when water is added to compacted near-surface soils, low to moderate expansion occurs. A laboratory tested R-value of 28 was obtained on a representative sample of the native near-surface soils.

6.0 RECOMMENDATIONS

6.1 General

Recommendations contained in this report are based on our understanding of the project criteria described in Section 2.0, **PROJECT DESCRIPTION**, and the assumption

that the soil and subsurface conditions are those disclosed by the test pits. Others may change the plans and final elevations during design or construction. Substantially *different subsurface conditions from those described herein may be encountered or become known*. Any changes in the project criteria or subsurface conditions shall be brought to our attention in writing.

6.2 Drainage

The major potential cause of soil problems in this vicinity is moisture increase in soils below concrete slabs or pavements. It is extremely important that positive drainage be provided during construction and maintained throughout the life of the proposed improvements. Infiltration of water into utility or other excavations adjoining the roadways must be prevented during construction.

6.3 Pavements

Based on existing and anticipated subgrade conditions, the following pavement sections are recommended for the proposed residential roadways:

Traffic Area	Asphalt Concrete (in.)	Base Course (in.)
Residential Roadways	2.5	6
Residential Roadways Alternate	3	4

Bituminous surfacing should be constructed of dense-graded, central plant-mix, asphalt concrete. Base course and asphalt concrete should conform to Yavapai County specifications.

Material and compaction requirements should conform to recommendations presented under **EARTHWORK**. The gradient of paved surfaces should ensure positive drainage. Water should not pond in areas directly adjoining paved sections. The native subgrade soils will soften and lose stability if subjected to conditions which result in an increase in water content.

6.3.1 Pavement Analyses

The recommended pavement sections are based on the following conditions. This firm should be contacted if any of these conditions change so that revised recommendations can be provided, if necessary.

- a. A design R-value of 28 for the on-site granular soils, which corresponds to a resilient modulus of approximately 10,675 pounds per square inch. Any required fills should be constructed using on-site or imported materials with subgrade support characteristics equal to or greater than the subgrade soils in the area being filled. Where surficial CLAY soils are present at roadway subbase elevations, we recommend that the CLAY soils be removed and replaced with on-site or imported granular soils having a low expansion potential.
- b. Structural coefficients of 0.40 for asphalt concrete and 0.12 for aggregate base course material.
- c. A present serviceability index of 4.5, a terminal serviceability index of 2.5, an overall standard deviation of 0.35, a reliability factor of 85 percent, a drainage coefficient of 0.85, a seasonal variation factor of 2.4, and a design life of 20 years.
- d. A total 18-kip equivalent single axle load (ESAL) of 20,000 was assumed for the residential cul-de-sacs.

6.4 Corrosivity to Concrete

The chemical test results indicate that the site soils are negligibly corrosive to concrete. However, in order to be consistent with standard local practice and for reasons of material availability, we recommend that Type II Portland cement be used for all concrete on and below grade.

7.0 EARTHWORK

7.1 General

The conclusions contained in this report for the proposed construction are contingent upon compliance with recommendations presented in this section. Any excavating, trenching, or disturbance which occurs after completion of the earthwork must be backfilled, compacted and tested in accordance with the recommendations contained herein. It is not reasonable to rely upon our conclusions and recommendations if any future unobserved and untested trenching, grading or backfilling occurs.

7.2 Site Clearing

Strip and remove existing vegetation, organic topsoils, debris, and any other deleterious materials from pavement areas, including 3 feet beyond the perimeter of these areas in plan view. All exposed surfaces should be free of mounds and depressions which could prevent uniform compaction.

7.3 Excavation

We anticipate that excavations for the proposed roadway construction can be accomplished with conventional equipment. Additional excavation effort and/or heavy duty equipment will be required if excavations penetrate underlying cemented soils. The contractor should satisfy himself as to the hardness of subsurface materials and appropriate excavation equipment required.

Temporary cut slopes at this site in the lightly to moderately cemented soils may be sloped at 1:1 (horizontal:vertical). Permanent slopes cut in undisturbed native soils or constructed with engineered fill soil should be sloped at 2:1.

On-site fine-grained soils will pump or become unworkable at high water contents. Workability may be improved by scarifying and drying. Overexcavation of wet zones and replacement with dryer native or imported granular materials may be necessary.

7.4 Pavement Preparation

Prior to placement of fill and/or pavement materials, the exposed subgrade soils should be proof-rolled to verify that stable subgrade conditions exist. Any loose, soft, disturbed,

or otherwise unsuitable materials should be overexcavated and replaced with engineered fill. Compacted CLAY subgrade soils will expand when the moisture content is increased. Where encountered, we recommend that these CLAY soils be removed where they occur within 18 inches of final subbase elevation. The subgrade should then be scarified, moistened as required, and recompactd for a minimum depth of 8 inches prior to placement of fill and pavement materials.

7.5 Materials

- a. Clean on-site native soils with a maximum dimension of 6 inches or imported materials may be used as subbase fill and backfill material in pavement areas.
- b. Frozen soils should not be used as subbase fill or backfill.
- c. Imported soils should conform to the following:

- Gradation (ASTM C136):

	percent finer by weight
6"	100
4"	85-100
3/4"	70-100
No. 4 Sieve	50-100
No. 200 Sieve	40 (max)

- Maximum expansive potential (%)* 1.5
- Maximum soluble sulfates (%)..... 0.10

* Measured on a sample compacted to approximately 95 percent of the ASTM D698 maximum dry density at about 3 percent below optimum water content. The sample is confined under a 100 psf surcharge and submerged.

- d. Base course should conform to Yavapai County specifications.

7.6 Placement and Compaction

- a. Place and compact fill in horizontal lifts, using equipment and procedures that will produce recommended water contents and densities throughout the lift.
- b. Uncompacted fill lifts should not exceed 8 inches.
- c. No fill should be placed over frozen ground.
- d. Materials should be compacted to the following:

**Minimum Percent
Material Compaction (ASTM D698)**

- On-site and imported soil, reworked and fill:
 - Below pavement 95
 - Aggregate base 100
 - Nonstructural backfill..... 90
- e. On-site and imported soils with low expansive potential and aggregate base course materials should be compacted with a moisture content in the range of 3 percent below to 3 percent above optimum.

7.7 Compliance

Recommendations for pavement elements supported on compacted fills or prepared subgrade depend upon compliance with **EARTHWORK** recommendations. To assess compliance, observation and testing should be performed under the direction of a geotechnical engineer.

8.0 LIMITATIONS

This report has been prepared assuming the project criteria described in Section 2.0. If changes in the project criteria occur, or if different subsurface conditions are encountered or become known, the conclusions and recommendations presented herein shall become invalid. In any

such event, WT should be contacted in order to assess the effect that such variations may have on our conclusions and recommendations.

The recommendations presented are based entirely upon data derived from a limited number of samples obtained from widely spaced test pits. The attached logs are indicators of subsurface conditions only at the specific locations and times noted. This report assumes the uniformity of the geology and soil structure between test pits, however variations can and often do exist. Whenever any deviation, difference or change is encountered or becomes known, WT should be contacted.

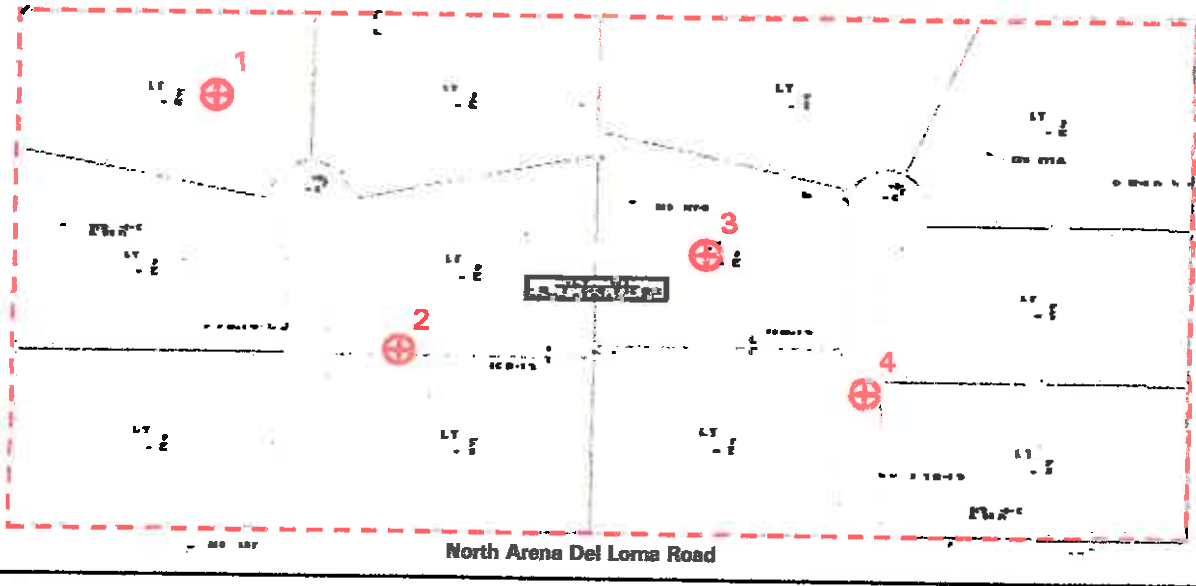
This report is for the exclusive benefit of our client alone. There are no intended third-party beneficiaries of our contract with the client or this report, and nothing contained in the contract or this report shall create any express or implied contractual or any other relationship with, or claim or cause of action for, any third party against WT.

This report is valid for the earlier of one year from the date of issuance, a change in circumstances, or discovered variations. After expiration, no person or entity shall rely on this report without the express written authorization of WT.

9.0 CLOSURE



We prepared this report as an aid to the designers of the proposed project. The comments, statements, recommendations and conclusions set forth in this report reflect the opinions of the authors. These opinions are based upon data obtained at the location of the Ts, and from laboratory tests. Work on your project was performed in accordance with generally accepted standards and practices utilized by professionals providing similar services in this locality. No other warranty, express or implied, is made.


Plate 1 – Test Pit Location Diagram
 Tierra Verde Subdivision Roadways
 North Arena Del Loma Road
 Yavapai County, Arizona



Tierra Verde Conceptual Plan, from Granite Basin Engineering, Inc. Sheet 1, dated June 2015

LEGEND:

-  Approximate Test Pit Locations
-  Approximate Site Boundaries

 N ↑	Tierra Verde Builders	
	Geotechnical Evaluation	
	Western Technologies Inc.	
Not to Scale	Job No. 2525JW327	Date: September 1, 2015

Allowable Soil Bearing Capacity	The recommended maximum contact stress developed at the interface of the foundation element and the supporting material.
Backfill	A specified material placed and compacted in a confined area.
Base Course	A layer of specified aggregate material placed on a subgrade or subbase.
Base Course Grade	Top of base course.
Bench	A horizontal surface in a sloped deposit.
Caisson/Drilled Shaft	A concrete foundation element cast in a circular excavation which may have an enlarged base (or belled caisson).
Concrete Slabs-On-Grade	A concrete surface layer cast directly upon base course, subbase or subgrade.
Crushed Rock Base Course	A base course composed of crushed rock of a specified gradation.
Differential Settlement	Unequal settlement between or within foundation elements of a structure.
Engineered Fill	Specified soil or aggregate material placed and compacted to specified density and/or moisture conditions under observations of a representative of a soil engineer.
Existing Fill	Materials deposited through the action of man prior to exploration of the site.
Existing Grade	The ground surface at the time of field exploration.
Expansive Potential	The potential of a soil to expand (increase in volume) due to absorption of moisture.
Fill	Materials deposited by the actions of man.
Finished Grade	The final grade created as a part of the project.
Gravel Base Course	A base course composed of naturally occurring gravel with a specified gradation.
Heave	Upward movement.
Native Grade	The naturally occurring ground surface.
Native Soil	Naturally occurring on-site soil.
Rock	A natural aggregate of mineral grains connected by strong and permanent cohesive forces. Usually requires drilling, wedging, blasting or other methods of extraordinary force for excavation.
Sand and Gravel Base Course	A base course of sand and gravel of a specified gradation.
Sand Base Course	A base course composed primarily of sand of a specified gradation.
Scarify	To mechanically loosen soil or break down existing soil structure.
Settlement	Downward movement.
Soil	Any unconsolidated material composed of discrete solid particles, derived from the physical and/or chemical disintegration of vegetable or mineral matter, which can be separated by gentle mechanical means such as agitation in water.
Strip	To remove from present location.
Subbase	A layer of specified material placed to form a layer between the subgrade and base course.
Subbase Grade	Top of subbase.
Subgrade	Prepared native soil surface.

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DEFINITION OF TERMINOLOGY

PLATE

A-1

COARSE-GRAINED SOILS
LESS THAN 50% FINES

GROUP SYMBOLS	DESCRIPTION	MAJOR DIVISIONS
GW	WELL-GRADED GRAVEL OR WELL-GRADED GRAVEL WITH SAND, LESS THAN 5% FINES	GRAVELS MORE THAN HALF OF COARSE FRACTION IS LARGER THAN NO. 4 SIEVE SIZE
GP	POORLY-GRADED GRAVEL OR POORLY-GRADED GRAVEL WITH SAND, LESS THAN 5% FINES	
GM	SILTY GRAVEL OR SILTY GRAVEL WITH SAND, MORE THAN 12% FINES	
GC	CLAYEY GRAVEL OR CLAYEY GRAVEL WITH SAND, MORE THAN 12% FINES	
SW	WELL-GRADED SAND OR WELL-GRADED SAND WITH GRAVEL, LESS THAN 5% FINES	SANDS MORE THAN HALF OF COARSE FRACTION IS SMALLER THAN NO. 4 SIEVE SIZE
SP	POORLY-GRADED SAND OR POORLY-GRADED SAND WITH GRAVEL, LESS THAN 5% FINES	
SM	SILTY SAND OR SILTY SAND WITH GRAVEL, MORE THAN 12% FINES	
SC	CLAYEY SAND OR CLAYEY SAND WITH GRAVEL, MORE THAN 12% FINES	

NOTE: Coarse-grained soils receive dual symbols if they contain 5% to 12% fines (e.g., SW-SM, GP-GC).

FINE-GRAINED SOILS
MORE THAN 50% FINES

GROUP SYMBOLS	DESCRIPTION	MAJOR DIVISIONS
ML	SILT, SILT WITH SAND OR GRAVEL, SANDY SILT, OR GRAVELLY SILT	SILTS AND CLAYS LIQUID LIMIT LESS THAN 50
CL	LEAN CLAY OF LOW TO MEDIUM PLASTICITY, SANDY CLAY, OR GRAVELLY CLAY	
OL	ORGANIC SILT OR ORGANIC CLAY OF LOW TO MEDIUM PLASTICITY	SILTS AND CLAYS LIQUID LIMIT MORE THAN 50
MH	ELASTIC SILT, SANDY ELASTIC SILT, OR GRAVELLY ELASTIC SILT	
CH	FAT CLAY OF HIGH PLASTICITY, SANDY FAT CLAY, OR GRAVELLY FAT CLAY	
OH	ORGANIC SILT OR ORGANIC CLAY OF HIGH PLASTICITY	
PT	PEAT AND OTHER HIGHLY ORGANIC SOILS	HIGHLY ORGANIC SOILS

NOTE: Fine-grained soils may receive dual classification based upon plasticity characteristics (e.g. CL-ML).

SOIL SIZES

COMPONENT	SIZE RANGE
BOULDERS	Above 12 in.
COBBLES	3 in. - 12 in.
GRAVEL	No. 4 - 3 in.
Coarse	¾ in. - 3 in.
Fine	No. 4 - ¾ in.
SAND	No. 200 - No. 4
Coarse	No. 10 - No. 4
Medium	No. 40 - No. 10
Fine	No. 200 - No. 40
Fines (Silt or Clay)	Below No. 200

NOTE: Only sizes smaller than three inches are used to classify soils

CONSISTENCY

CLAYS & SILTS	BLOWS PER FOOT
VERY SOFT	0 - 2
SOFT	3 - 4
FIRM	5 - 8
STIFF	9 - 15
VERY STIFF	16 - 30
HARD	OVER 30

RELATIVE DENSITY

SANDS & GRAVELS	BLOWS PER FOOT
VERY LOOSE	0 - 4
LOOSE	5 - 10
MEDIUM DENSE	11 - 30
DENSE	31 - 50
VERY DENSE	OVER 50

NOTE: Number of blows using 140-pound hammer falling 30 inches to drive a 2-inch-OD (1½-inch ID) split-barrel sampler (ASTM D1586).

PLASTICITY OF FINE GRAINED SOILS

PLASTICITY INDEX	TERM
0	NON-PLASTIC
1 - 7	LOW
8 - 20	MEDIUM
Over 20	HIGH

DEFINITION OF WATER CONTENT

DRY
SLIGHTLY DAMP
DAMP
MOIST
WET
SATURATED

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METHOD OF CLASSIFICATION

PLATE

A-2

The number shown in "TEST PIT" refers to the approximate location of the same number indicated on the "Test Pit Location Diagram" as positioned in the field by pacing or measurement from property lines and/or existing features, or through the use of Global Positioning System (GPS) devices. The accuracy of GPS devices is variable.

"EQUIPMENT TYPE" refers to the equipment used in the excavation of the test pit, and may include the width of the bucket on the excavator and the use of "rock" teeth or attachments.

"SAMPLE TYPE" refers to the form of sample recovery, in which N = Split-barrel sample, R = Ring sample, G = Grab Sample, CS = California style split-barrel sample, B = Bucket sample.

"USCS" refers to the "Unified Soil Classification System" Group Symbol for the soil type as defined by ASTM D2487 and D2488. The soils were classified visually in the field, and where appropriate, classifications were modified by visual examination of samples in the laboratory and/or by appropriate tests.

These notes and test pit logs are intended for use in conjunction with the purposes of our services defined in the text. Test pit log data should not be construed as part of the construction plans nor as defining construction conditions.

The Test Pit logs depict our interpretations of subsurface conditions at the locations and on the date(s) noted. Variations in subsurface conditions and characteristics may occur between test pits. Groundwater levels may fluctuate due to seasonal variations and other factors.

The stratification lines shown on the test pit logs represent our interpretation of the approximate boundary between soil or rock types based upon visual field classification at the test pit location. The transition between materials is approximate and may be more or less gradual than indicated.

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TEST PIT LOG NOTES

PLATE




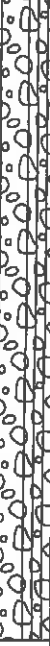
A-3

DATE EXCAVATED: 9-1-15
 LOCATION: See Location Diagram
 ELEVATION: Not Determined

TEST PIT NO. 1

EQUIPMENT: J Deere 310
 EXCAVATION TYPE: 24" Bucket
 FIELD ENGINEER: D. Curtis

THIS SUMMARY APPLIES ONLY AT THIS LOCATION AND AT THE TIME OF LOGGING. CONDITIONS MAY DIFFER AT OTHER LOCATIONS AND MAY CHANGE AT THIS LOCATION WITH TIME. DATA PRESENTED IS A SIMPLIFICATION.

MOISTURE CONTENT (% OF DRY WT.)	DRY DENSITY (LBS/CU FT)	SAMPLE TYPE	SAMPLE	BLOWS/FT.	DEPTH (FEET)	USCS	GRAPHIC	SOIL DESCRIPTION
		G				GC-GM		Sandy, Silty GRAVEL; with clay, brown, moist
		G				GP-GM		Poorly Graded GRAVEL; with silt and sand, white, slightly damp slightly to moderately cemented, rounded cobbles up to 6 inches in diameter
					5			
					10			
								Excavation Refusal at 6.5 Feet

- N- STANDARD PENETRATION TEST
- R- RING SAMPLE
- C- CORE: %RECOVERY/RQD
- G- GRAB SAMPLE
- B- BUCKET SAMPLE

NOTES: Groundwater Not Encountered



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 PROJECT NO.: 2525JW327

TEST PIT LOG

PLATE
A-4

DATE EXCAVATED: 9-1-15
 LOCATION: See Location Diagram
 ELEVATION: Not Determined

TEST PIT NO. 2

EQUIPMENT: J Deere 310
 EXCAVATION TYPE: 24" Bucket
 FIELD ENGINEER: D. Curtis

THIS SUMMARY APPLIES ONLY AT THIS LOCATION AND AT THE TIME OF LOGGING. CONDITIONS MAY DIFFER AT OTHER LOCATIONS AND MAY CHANGE AT THIS LOCATION WITH TIME. DATA PRESENTED IS A SIMPLIFICATION.

MOISTURE CONTENT (% OF DRY WT.)	DRY DENSITY (LBS/CU FT)	SAMPLE TYPE	SAMPLE	BLOWS/FT.	DEPTH (FEET)	USCS	GRAPHIC	SOIL DESCRIPTION
		G				GM		Silty GRAVEL, with sand, brown, moist
		G				GP-GC		Poorly Graded GRAVEL; with sand and clay, white, slightly damp slightly to moderately cemented, rounded cobbles and boulders up to 16 inches in diameter
					5			Excavation Refusal at 5 Feet
					10			

N- STANDARD PENETRATION TEST
 R- RING SAMPLE
 C- CORE: %RECOVERY/RQD
 G- GRAB SAMPLE
 B- BUCKET SAMPLE

NOTES: Groundwater Not Encountered



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TEST PIT LOG



PLATE
A-5

DATE EXCAVATED: 9-1-15
 LOCATION: See Location Diagram
 ELEVATION: Not Determined

TEST PIT NO. 3

EQUIPMENT: J Deere 310
 EXCAVATION TYPE: 24" Bucket
 FIELD ENGINEER: D. Curtis

THIS SUMMARY APPLIES ONLY AT THIS LOCATION AND AT THE TIME OF LOGGING. CONDITIONS MAY DIFFER AT OTHER LOCATIONS AND MAY CHANGE AT THIS LOCATION WITH TIME. DATA PRESENTED IS A SIMPLIFICATION.

MOISTURE CONTENT (% OF DRY WT.)	DRY DENSITY (LBS/CU FT)	SAMPLE TYPE	SAMPLE	BLOWS/FT.	DEPTH (FEET)	USCS	GRAPHIC	SOIL DESCRIPTION
		G				GP-GM		Poorly Graded GRAVEL; with silt and sand, brown, moist white, slightly damp slightly to moderately cemented, rounded cobbles and boulders up to 16 inches in diameter
					5			
					10			
Excavation Stopped at 8 Feet								

N- STANDARD PENETRATION TEST
 R- RING SAMPLE
 C- CORE: %RECOVERY/RQD
 G- GRAB SAMPLE
 B- BUCKET SAMPLE

NOTES: Groundwater Not Encountered



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PLATE
A-6

TEST PIT LOG

DATE EXCAVATED: 9-1-15
 LOCATION: See Location Diagram
 ELEVATION: Not Determined

TEST PIT NO. 4

EQUIPMENT: J Deere 310
 EXCAVATION TYPE: 24" Bucket
 FIELD ENGINEER: D. Curtis

MOISTURE CONTENT (% OF DRY WT.)	DRY DENSITY (LBS/CU FT)	SAMPLE TYPE	SAMPLE	BLOWS/FT.	DEPTH (FEET)	USCS	GRAPHIC	SOIL DESCRIPTION
		G				CL		Sandy Lean CLAY; trace gravel and occasional cobbles, brown, moist
		G				GW		Well-Graded GRAVEL; with sand, white, slightly damp slightly to moderately cemented, rounded cobbles up to 12 inches in diameter
					5			
					10			
Excavation Stopped at 8 Feet								

THIS SUMMARY APPLIES ONLY AT THIS LOCATION AND AT THE TIME OF LOGGING. CONDITIONS MAY DIFFER AT OTHER LOCATIONS AND MAY CHANGE AT THIS LOCATION WITH TIME. DATA PRESENTED IS A SIMPLIFICATION.

N- STANDARD PENETRATION TEST
 R- RING SAMPLE
 C- CORE: %RECOVERY/RQD
 G- GRAB SAMPLE
 B- BUCKET SAMPLE

NOTES: Groundwater Not Encountered



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TEST PIT LOG

PLATE
A-7

Test Pit No.	Depth (ft)	USCS Class.	Particle Size Distribution (%) Passing by Weight							Atterberg Limits		Laboratory Compaction Characteristics			Remarks
			3"	¾"	#4	#10	#40	#200	2 μ	LL	PI	Dry Density (pcf)	Optimum Moisture (%)	Method	
1	0-1	GC-GM	100	77	62	52	45	34.4	9.1	32	5				2
1	1-6.5	GM-GP	95	56	29	22	17	11.1		37	3				2
2	1-5	GP-GC	97	41	20	15	9	5.5	1.5	32	11				2
3	1.3-8	GP-GM	100	50	27	20	13	7.2	2.4	29	3				2
4	0-1.3	CL		100	94	92	89	61.2		29	13				2
4	1.3-8	GW	84	41	23	17	9	3.8	1.0	28	6				2

NOTE: NP = Non-plastic
 μ = microns (2 μ = 0.002mm)

REMARKS

Classification / Particle Size / Moisture-Density Relationship

1. Visual
2. Laboratory Tested
3. Minus #200 Only
4. Test Method ASTM D698/AASHTO T99
5. Test Method ASTM D1557/AASHTO T180
6. From the ADOT Family of Curves

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JOB NO.: 2525JW327

PLATE

B-1

SOIL PROPERTIES

TEST PIT No.	Depth (ft.)	USCS Class.	Initial Dry Density (pcf)	Initial Water Content (%)	Compression Properties			Expansion Properties		Plasticity		Percent Passing #200	Soluble		Remarks
					Surcharge (ksf)	Total Compression (%)		Surcharge (ksf)	Expansion (%)	LL	PI		Salts (ppm)	Sulfate (ppm)	
						In-Situ	After Saturation								
1	0-1	GC-GM	106.3	15.8				0.1	1.0				131	8	1,2
4	0-1.3	CL	106.3	15.8				0.1	2.4				85	12	1,2

Notes: Initial Dry Density and Initial Water Content are In-situ values unless otherwise noted.
 NP = Non-Plastic

Remarks

1. Compacted density (approx. 95% of ASTM D698 max. density at moisture content slightly below optimum.)
2. Submerged to approximate saturation.
3. Slight rebound after saturation.
4. Sample disturbance observed.
5. Sample is in place swell

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 JOB NO.: 2525JW327

PLATE
 B-2

SOIL PROPERTIES


Test Pit No.	Depth (ft)	USCS Class.	Particle Size Distribution (%) Passing by Weight						Atterberg Limits		Laboratory Compaction Characteristics			R-Value	Remarks
			3"	¾"	#4	#10	#40	#200	LL	PI	Dry Density (pcf)	Optimum Moisture (%)	Method		
1	0-1	GC-GM	100	77	62	52	45	34.4	32	5				28	2

NOTE: NP = Non-plastic

REMARKS

Classification / Particle Size / Moisture-Density Relationship

1. Visual
2. Laboratory Tested
3. Minus #200 Only
4. Test Method ASTM D698/AASHTO T99
5. Test Method ASTM D1557/AASHTO T180
6. From the ADOT Family of Curves

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	SOIL PROPERTIES	

**GRANITE
BASIN
ENGINEERING, INC**

***PHASE II DRAINAGE REPORT
FOR
CASTLE HEIGHTS SUBDIVISION***

*Prepared for:
Terra Verde Builders
P.O. Box 2898
Camp Verde, Arizona 86322*

*Prepared by:
Granite Basin Engineering, Inc.
1981 Commerce Center Circle, Suite B
Prescott, Arizona 86301
(928) 717-0171*

December, 2015

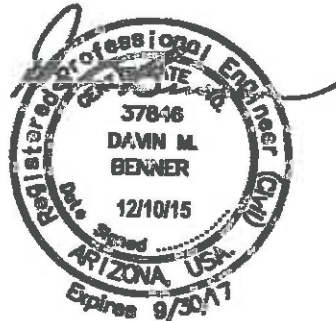


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I. GENERAL LOCATION AND DESCRIPTION

A. Location

1. Owner/Developer Name.

Tierra Verde Builders

2. Assessor's Parcel Number(s).

404-18-181E

3. Township, range, section, 1/4 section.

NE ¼ Section 19, T14N, R5E

4. Local streets within and adjacent to the subdivision with ROW width shown.

The site is bordered on the south by North Arena del Loma Road. The site is undeveloped and has no established streets.

5. Major drainage ways, facilities and easements.

The site is located on the side of small hill which overlooks Beaver Creek, a perennial tributary of the Verde River. Small, natural drainage ways exist on the site. The majority of the runoff from the area is comprised of sheet flow. No drainage facilities or easements exist.

6. Names of surrounding development, land uses, and identification of present zoning.

Surrounding properties on the north east and south are undeveloped. Rural density single family residences on 2 acre lots are adjacent the west property line. Other development includes the Camp Verde High School located 1,750 feet south of the property. The property is zoned R1L-70 which allows for minimum 70,000 square feet lot. Adjacent properties located north of Arena del Loma Road are zoned R1L-70 except for one area east of the site which is zoned C2. Adjacent properties located south of Arena del Loma Road are zone R1-70.

B. Description of Property

1. Area in acres.

The total property acreage is 20.92±acres. The figure below shows the project location and surrounding area.

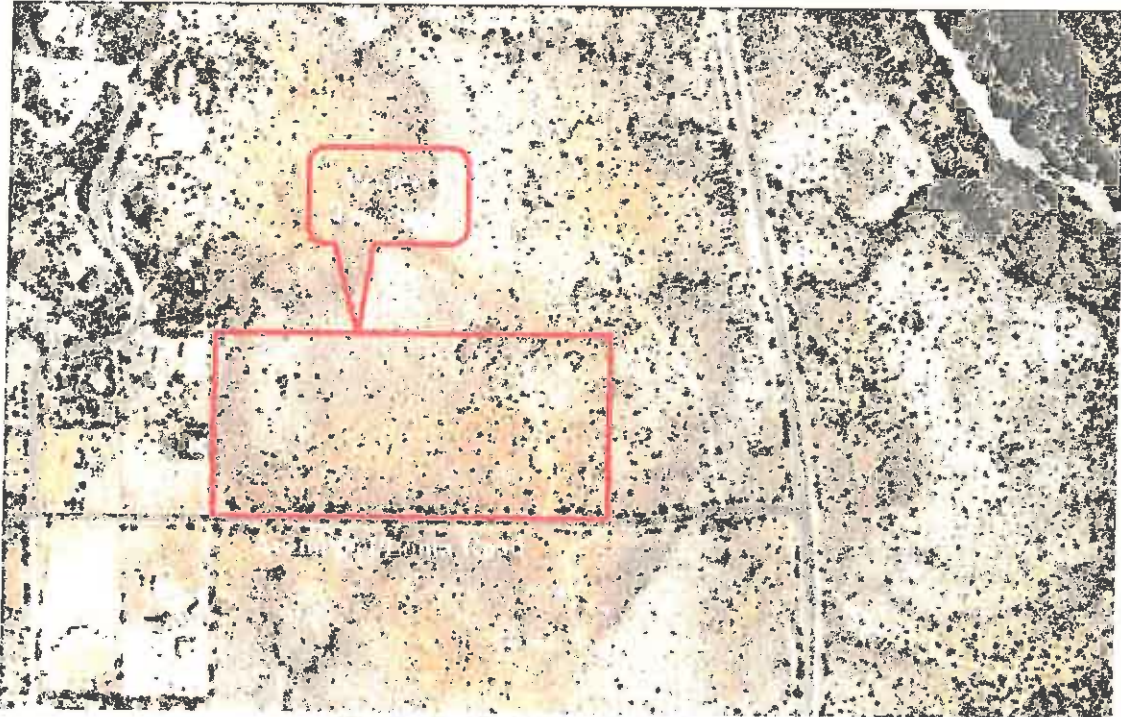


Figure 1 – Project Location

2. Ground cover (type of trees, shrubs, vegetation, general soil conditions, topography, and slope).

Native ground cover is generally comprised of acacia, shrubs and grasses. According to the USDA NRCS, soils in the contributing watersheds are classified as Bridge gravelly sandy loam (Bg) – Hydrologic Soil Group C; Guest clay (Gu) – Hydrologic Soil Group C; House Mountain stony loam (Hm) - Hydrologic Soil Group D; and Laveen gravelly sandy loam (La) – Hydrologic Soil Group B. The majority of the site is classified as the Laveen gravelly sandy loam. The bore logs from the soil report indicate onsite soils are gravels with varying amounts of silt, clay, sand, cobbles and boulders. Excavation refusal was encountered between 5 and eight feet.

Elevations on the site range from 3,258-ft above MSL along North Arena del Loma Road and 3,306-ft along north property line. Slopes along the west boundary vary from 5 percent near North Arena del Loma to 9 percent near the north property line. Slopes along the east boundary are milder with grades of 2 percent. Slopes on the site generally trend from north to south.

3. All drainage ways and floodplains.

Sheet flow and shallow concentrated flow drainage is present. The primary source of offsite sheet flow is from higher ground located north of the property. No floodplains are on the site. The nearest regulatory floodplain is a Zone A delineation for Beaver Creek approximately 600-ft southeast of the project boundary.

4. Project description.

The project consists of 12 low density, single family lots which will be accessed by two paved cul-de-sac roads. Six lots will be accessed by each road. The lots will be developed by custom home builders or the individual lot owners. The lots will be served by electric and telephone utilities. Each site will require development of a domestic well and individual on-site septic disposal system.

5. Irrigation facilities.

There are no existing irrigation facilities on the site.

6. Proposed land use.

Proposed land use is for the construction and operation of a 12 lot, low density, single family residential subdivision.

II. DRAINAGE BASINS AND SUB-BASINS

A. Major Basin Description

1. *References to all drainage way planning studies, such as flood hazard delineation reports, drainage way planning reports, and flood insurance rate maps.*

Existing studies and reports specific to the site were not available. The site is located on revised FIRM panel 2180 of 3900 (map number 04025C2180G) revised September 3, 2010. Based on the FIRMETTE panel shown in Figure 2, the site lies within Shaded Zone 'X' and is subject to a 0.2% annual chance of flooding of the 500 year floodplain.

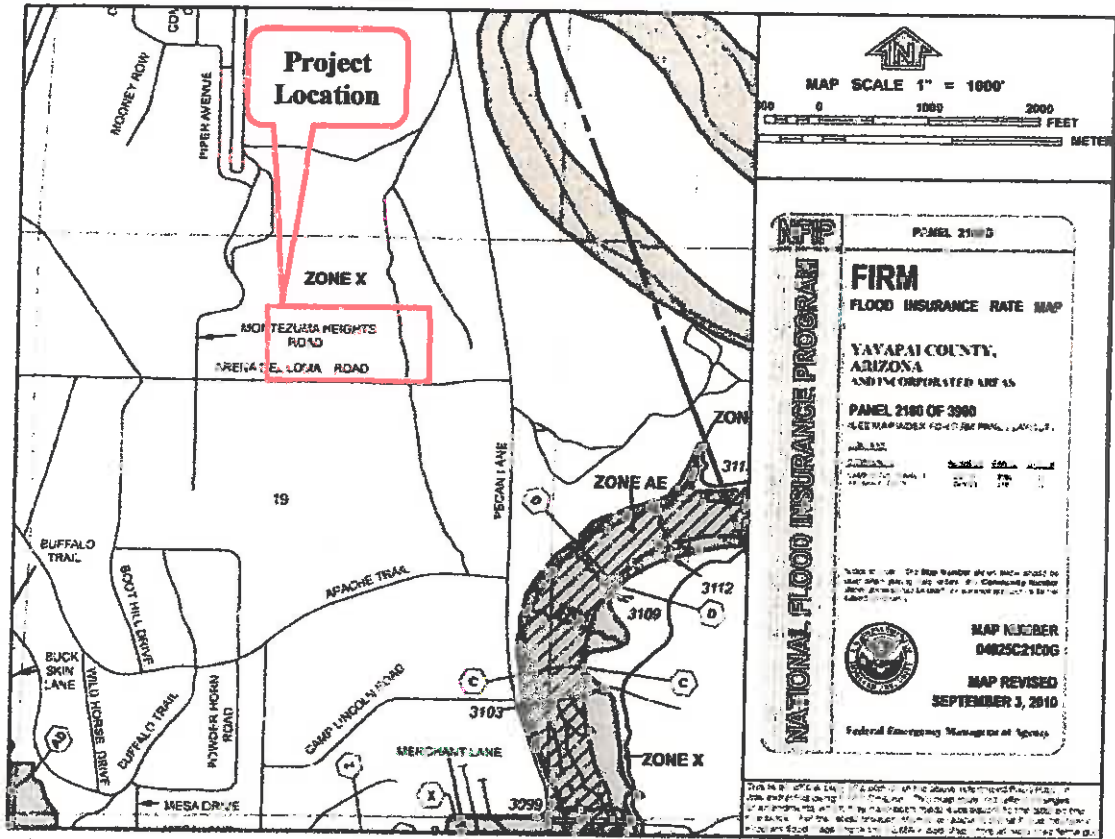


Figure 2 – FEMA FIRMette

2. Major basin drainage characteristics, existing and planned land uses.

The site is located within the Verde River watershed and is generally classified as high desert range with moderate slopes and well established tributary flow channels. There are no well defined washes, however, small rills have formed in several concentration points. Existing land uses in the region are rural single family residences and undeveloped private and forest service lands. The majority of surrounding land use is R1L-70 and R1-70 except for one area east of the site which is zoned C2. The adjacent lands are undeveloped except for the low density single family dwellings west of the property. Planned land uses for the undeveloped private properties has not been determined. Forest service lands are not proposed for development.

3. Identification of all irrigation facilities within the basin, which will influence or be influenced by the local drainage.

There are no existing irrigation facilities on the site.

4. Soils Classification Map.

The soils classification map from the USDA NRCS soil report can be seen below. The

full report can be seen in the Appendix.

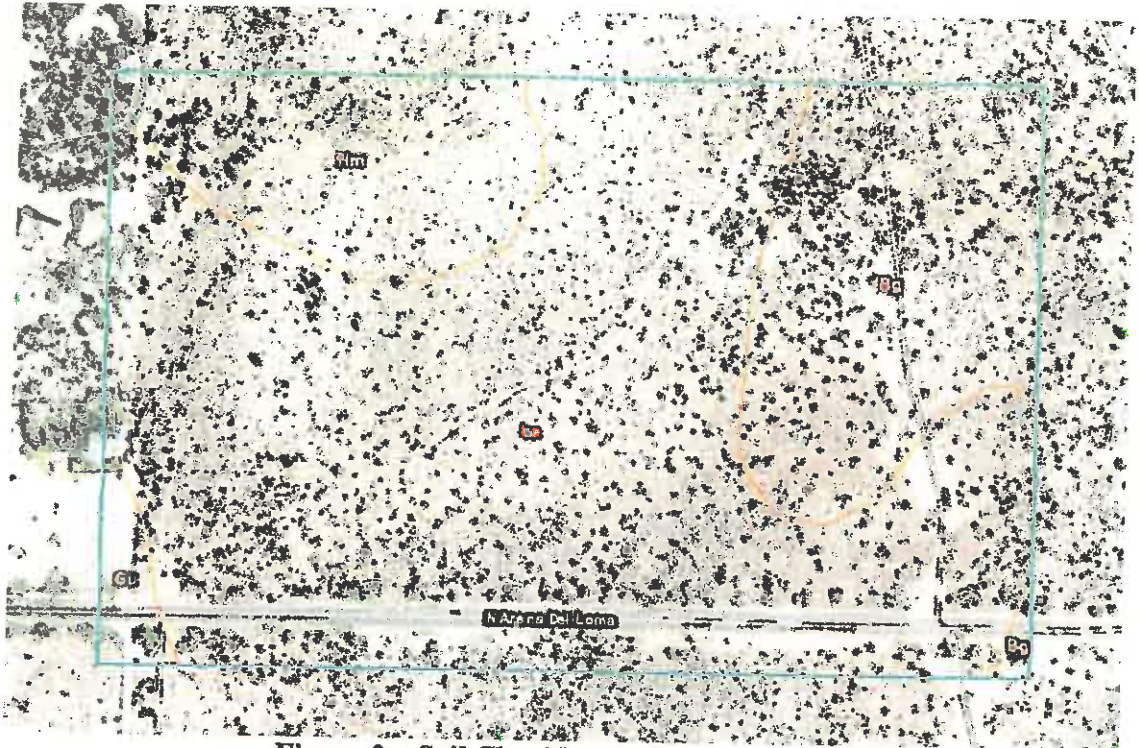


Figure 3 – Soil Classification Map

5. Identification of all detention facilities.

There are no existing detention facilities on the site.

B. Sub-Basin Description

1. Discussion of historic drainage patterns of the property in question.

The majority of the drainage patterns of the site is sheet flow which trends north to south. Several rills have formed on the west portion of the property which direct flows to North Arena del Loma Road. Minor flows can be conveyed in the roadside swale to the west and east dependent upon the location to the road's high point. Major storm runoff events breach the road crest and sheet flow onto the neighboring undeveloped property to the south. Refer to the Appendix section for existing condition and proposed condition hydrology maps.

2. Discussion of off-site drainage flow patterns and the impact on development under existing and fully developed basin conditions, as defined by the Planning Department.

Offsite runoff enters the property from the north. Offsite flows enter the site as sheet flow from a nearby flat topped hill. Flows continue through the property as sheet flow and shallow concentrated flow to Arena del Loma Road where minor runoff flows are

intercepted by the existing roadside swale. Major runoff events will breach the road crest and continue as sheet flow onto the neighboring undeveloped property to the south.

No improvements are being proposed for the Coconino National Forest property immediately adjacent the north property line. No improvements are being proposed to Arena del Loma by the developer or the Town of Camp Verde and the current flow routing to the south is anticipated to stay the same. However, the existing roadside swale is proposed to be increased in size along with the development.

Flows which occur east of the roadway high point are eventually routed to culverts on North Montezuma Castle Highway and conveyed to Beaver Creek. Flows which occur on the west side of the roadway high point are routed onto Camp Verde School District athletic fields and Town of Camp Verde Butler Park. Flows which are routed to the fields are dissipated and eventually routed to agricultural areas north of the Verde River.

III. DRAINAGE DESIGN CRITERIA

A. Regulations

Drainage design conforms to the draft July 2015 version of the Drainage Design Manual for Yavapai County and per criteria set forth in the Uniform Standard Specifications, Town of Camp Verde, Arizona, Section CV701 "Storm Water Detention Requirements for Development of Property".

B. Development Criteria and Constraints

- 1. Discussion of previous drainage studies (i.e. project master plans) for the site in question that influence or are influenced by the drainage design and how the plan will affect drainage design for the site.*

There are no previous drainage studies for the site.

- 2. Discussion of existing drainage studies prepared for adjacent projects.*

There are no previous drainage studies for adjacent projects that influence drainage design.

- 3. Discussion of the drainage impact of site constraints, such as streets, utilities, light rail rapid transit, existing structures and developments.*

The majority of the offsite drainage will be conveyed through the property in its current sheet and shallow flow configuration and routed to detention ponds along North Arena del Loma Road. Some concentration of flows currently exist near the southwest corner from existing rills. These concentrated flows will be collected and conveyed to the western detention pond.

Currently, flows which reach North Arena del Loma Road are directed in shallow

roadside swales which generally direct flows toward the west. A road crest occurs approximately 250 feet from the east property line and flows which reach this portion of the road are directed east. The roadside swale is shallow and high intensity rainfall events result in flows breaching the road crown and continuing as sheet flow to the undeveloped parcel to the south. Proposed improvements are anticipated to reduce the frequency of flows breaching the road crown.

Only one drainage structure exists within the project area. This includes a 27-inch culvert under Arena del Loma Road. This structure will not be adversely affected as a result of the development.

C. Hydrologic Criteria and Results

1. Identify design rainfall.

Design rainfall was adopted from the current NOAA Atlas 14 precipitation frequency data server for the project location and is presented in the table below.

Table 1 – Design Rainfall

<i>Rainfall Data for Project Location (Camp Verde, AZ)</i>				
<i>Duration</i>	<i>Frequency, In Years</i>			
	<i>2</i>	<i>10</i>	<i>25</i>	<i>100</i>
<i>5-min</i>	<i>3.08</i>	<i>5.11</i>	<i>6.44</i>	<i>8.76</i>
<i>10-min</i>	<i>2.35</i>	<i>3.89</i>	<i>4.90</i>	<i>6.67</i>
<i>15-min</i>	<i>1.94</i>	<i>3.22</i>	<i>4.05</i>	<i>5.51</i>
<i>30-min</i>	<i>1.31</i>	<i>2.17</i>	<i>2.73</i>	<i>3.71</i>
<i>60-min</i>	<i>0.81</i>	<i>1.34</i>	<i>1.69</i>	<i>2.30</i>
<i>2-hr</i>	<i>0.48</i>	<i>0.77</i>	<i>0.96</i>	<i>1.29</i>
<i>3-hr</i>	<i>0.34</i>	<i>0.53</i>	<i>0.65</i>	<i>0.87</i>
<i>6-hr</i>	<i>0.21</i>	<i>0.31</i>	<i>0.37</i>	<i>0.48</i>
<i>12-hr</i>	<i>0.12</i>	<i>0.17</i>	<i>0.20</i>	<i>0.25</i>
<i>24-hr</i>	<i>0.08</i>	<i>0.11</i>	<i>0.13</i>	<i>0.16</i>

2. Identify the runoff calculation method.

Surface runoff was estimated using the SCS curve number method and TR-55 time of concentration calculation. Hydrograph formation was done using the SCS Method with a 24-hour storm of Type II rainfall distribution. The SCS method was chosen to generate runoff as the sub-basins are small and a hydrograph is required for detention pond routing. Hydrographs were generated using Autodesk’s Storm and Sanitary Analysis 2016 hydrologic and hydraulic modeling software. Refer to Appendix A.2 for weighted curve number and time of concentration calculations. Refer to Appendix A.3 for peak runoff calculations from Storm and Sanitary Analysis.

3. Identify detention discharge/volumes and storage calculation method.

Stormwater detention for the project is accomplished using two surface ponds located at the southwest and southeast corners of the subdivision. A summary table of the preliminary detention volume estimates can be seen below. Volume estimates were calculated by taking the volumetric difference between the 100-year hydrographs for the pre-developed and post-developed conditions at each concentration point. Results of the detention pond routing analysis will be conducted using Autodesk's Storm and Sanitary Analysis 2016 (SSA). Results of the routing analysis will be presented in the Phase III Drainage Report.

Table 2 – Preliminary Detention Volume Estimates

Preliminary Detention Volume Estimates			
Concentration Point	Pre Hydrograph (ft ³)	Post Hydrograph (ft ³)	Volume Estimate (ft ³)
1	60,111	62,666	2,555
2	84,340	98,442	14,102
3	12,711	14,659	1,948
4	11,985	20,788	8,803
5	4,947	6,203	1,256

4. Identify design storm recurrence intervals.

Design storm recurrence intervals include the 2-, 10-, 25- and 100-year rainfall events.

5. Discussion and justification of other criteria or calculation methods used that are not presented in or referenced by this manual.

No other criteria or calculation methods were used for drainage design.

6. Summary table of pre and post-development watershed areas and peak discharges for the 2, 10, 25 and 100-year return periods.

A summary of pre-developed sub basin characteristics and peak flows can be seen in Table 3. A summary of post-developed sub-basin characteristics and un-attenuated peak flows can be seen in Table 4.

Table 3 – Pre-Developed Condition Summary

<i>Pre-Developed Condition Summary</i>							
<i>Sub-basin</i>	<i>Basin Area (ac)</i>	<i>Curve Number</i>	<i>TOC (min)</i>	<i>2-Year (cfs)</i>	<i>10-Year (cfs)</i>	<i>25-Year (cfs)</i>	<i>100-Year (cfs)</i>
1	9.08	79	18.5	4.44	9.38	13.06	18.95
2	19.09	70	14.8	3.06	10.69	17.13	28.14
3	2.74	71	14.1	0.55	1.72	2.70	4.35
4	2.72	70	20.4	0.36	1.28	2.08	3.45
5	1.02	72	18.8	0.20	0.61	0.94	1.51

Table 4 – Post-Developed Condition Summary

<i>Post-Developed Condition Summary</i>							
<i>Sub-basin</i>	<i>Basin Area (ac)</i>	<i>Curve Number</i>	<i>TOC (min)</i>	<i>2-Year (cfs)</i>	<i>10-Year (cfs)</i>	<i>25-Year (cfs)</i>	<i>100-Year (cfs)</i>
1	9.08	80	16.0	5.27	10.69	14.68	21.02
2	18.41	74	13.5	5.93	15.21	22.53	34.66
3	2.74	74	12.2	0.92	2.35	3.46	5.32
4	3.41	77	17.4	1.39	3.17	4.53	6.72
5	1.02	77	15.7	0.44	0.99	1.41	2.09

D. Hydraulic Criteria

1. *Identify references/methodologies used in performing hydraulic analysis.*

Hydraulic analysis of open channels and culvert structures was done with Hydraflow Express Extension for Autodesk® AutoCAD® Civil 3D®. Express uses manning's equation to model conveyance capacities for open channels and culvert structures.

2. *Discussion of other drainage facility design criteria used that are not presented within this manual.*

Criteria set forth in the Uniform Standard Specifications, Town of Camp Verde, Arizona, Section CV701 "Storm Water Detention Requirements for Development of Property" was referenced as part of the drainage design.

E. Variances from this manual

1. *Identify provisions by section number for which a variance is requested.*

No variances are requested from the Drainage Design Manual for Yavapai County.

2. *Provide justification for each variance requested.*

No variances are requested from the Drainage Design Manual for Yavapai County.

IV. DRAINAGE FACILITY DESIGN

A. General Concept

1. Discussion of existing drainage patterns.

The majority of the drainage patterns of the site is sheet flow with some areas of shallow concentrated flow which trends north to south. Several rills have formed on the west portion of the property which direct flows to North Arena del Loma Road. Minor flows can be conveyed in the road side swale to the west and east dependent upon the location to the roads high point. Major storm runoff events breach the road crest and sheet flow onto the neighboring undeveloped property to the south.

2. Discussion of off-site runoff considerations and compliance with applicable criteria.

Offsite runoff enters the subject property from the north. Offsite flows enter the site as sheet flow from a nearby flat topped hill. Flows continue though the property as sheet flow to Arena del Loma Road where minor runoff flows are routed east and west dependent upon the location to the high point on the road. Major runoff events will breach the road crest and continue as sheet flow onto the neighboring undeveloped property to the south. No improvements are being proposed to Arena del Loma by the developer or the Town of Camp Verde and the current flow routing to the south is anticipated to stay the same. Flows which occur east of the roadway high point are eventually routed to culverts on North Montezuma Castle Highway and conveyed to Beaver Creek. Flows which occur on the west side of the roadway high point are routed onto Camp Verde School District athletic fields and Town of Camp Verde Butler Park. Flows for the fields are dissipated and eventually routed to agricultural areas north of the Verde River.

The intent of the improvements will be to maintain the peak flow rate discharging from the property, reduce adverse impacts to surrounding properties, and provide collection and organization of stormwater runoff.

3. Discussion of the content of tables, charts, figures, plates or drawings presented in the report.

The tables presented within this report are provided to summarize important project data such as the design rainfall, preliminary volume estimates, peak flow rates and sub-basin characteristics. The hydrology maps presented in the Appendix section are included to help visualize current and proposed drainage conditions. For example, these hydrology maps show topography, surrounding developments, sub-basin lines, flow paths and patterns, and concentration points.

4. Discussion of anticipated and proposed drainage patterns and/or Improvements.

Proposed drainage patterns will generally follow the natural drainage trends in a

southerly direction. The proposed roadside swales of the new roads will direct flow toward North Arena del Loma Road. Some improvements are proposed on North Arena del Loma Road including deepening the north swale to accommodate a culvert at the intersection with the western cul-de-sac. The culvert will be able to convey the 25-year storm below the roadway. Higher intensity storms will result in the breach of the roadway centerline similar to the pre-development condition. Low flow velocity will be maintained in the roadside swale and peak discharges from the property will be maintained. Refer to the Appendix section for the proposed condition hydrology map.

No grading is proposed beyond the new cul-de-sac road prisms, detention ponds and swales. New detention ponds will be placed adjacent the north right-of-way line of North Arena del Loma Road. The western detention pond will use the existing culvert as the primary outlet structure and the eastern pond will use a long, shallow broad crested weir as its primary outlet structure. Should an emergency flooding situation occur, flood waters from the western pond will spill into the Arena del Loma R/W and travel across the street into the undeveloped parcel to the south. Flood waters from the eastern pond will spill into the Arena del Loma R/W and travel down to the Montezuma Castle Highway culvert crossing. No building structures are anticipated to be negatively impacted should a flooding situation occur. Please refer to the *Castle Heights Subdivision Grading & Drainage Plans* prepared by *Granite Basin Engineering, Inc.* for more details regarding proposed grading and improvements.

5. *Discussion of the stormwater runoff quality aspects of the drainage design including those activities necessary to control erosion and sedimentation during construction.*

Stormwater quality is addressed by providing first flush retention volume within both detention basins. The volume required is based off the amount of pavement area within the new cul-de-sacs. A summary of the first flush volume requirement can be seen in the table below.

Table 5 – First Flush Volume

First Flush Requirement			
Concentration Point	Precipitation Depth (in)	Impervious Area (ac)	V _{req} (ft ³)
2	0.5	0.86	1,560.9
4	0.5	0.30	544.5

Stormwater quality during construction will be addressed in the project Storm Water Pollution Prevention Plan (SWPPP) prepared by *Granite Basin Engineering, Inc.* The Erosion Control Plan (ECP) included with the SWPPP will contain both temporary and permanent Best Management Practices (BMPs) to maintain water quality including site planning and management, sequencing, hydro-seeding, rock outlet protection, check dams, sediment basins, and waddles, etc.

B. Specific Details

1. Discussion of drainage problems encountered and solutions at specific design points.

No drainage problems were encountered in the drainage design.

2. Discussion of detention storage and outlet design.

Stormwater detention for this project is accomplished using surface ponds. Proposed stage-storage relationships and outflow structures will be input into the Storm and Sanitary Analysis modeling software and hydrographs will be routed through the ponds. Stage-outflow relationships will be calculated with SSA based hydrograph inflow, outflow structure hydraulics and the stage-storage relationship. Results of the detention routing analysis will be presented in the Phase III Drainage Report.

3. Discussion of proposed drainage improvements.

Improvements are proposed at the intersection of the new west cul-de-sac (Mountain Vista Lane) and North Arena del Loma Road including deepening the roadside swale to accommodate a culvert at the new road intersections. The culvert will be designed to convey the 25-year storm under the roadway. Enlargement of the swale cross section at the west side of the intersections will enable a detention basin to be placed at the inlet to the existing 27-inch diameter steel culvert crossing North Arena del Loma Road. Higher intensity storms may still result in breach of the roadway centerline in areas where the sheet flow patterns are maintained, similar to the pre-development conditions.

4. Discussion of maintenance access and aspects of the design.

Maintenance is a key aspect of any drainage design. Routine maintenance of drainage structures is necessary to ensure proper performance. Sediment, brush, trash, and other debris can clog drainage openings hindering pond performance. Site grading design allows maintenance vehicles access to drainage facilities.

5. Discussion of easements and tracts for drainage purposes.

Several drainage easements are proposed for this subdivision. The easements are required for runoff conveyance and stormwater detention. Easements for the proposed drainage facilities will be privately owned and maintained by a single entity. Please refer to the *Castle Heights Subdivision Preliminary Plat* prepared by *Granite Basin Engineering* for details of the proposed easements.

V. CONCLUSIONS

A. Compliance with Standards

1. Discussion of compliance with Yavapai County drainage criteria.

The Drainage Design Manual for Yavapai County (July 2015) has been actively used to establish design criteria and constraints throughout the drainage design process.

B. Drainage Plan

1. Discussion of influence of proposed development on existing drainage conditions.

Drainage patterns will be maintained as they currently exist where runoff enters and exits the property. The proposed expansion of the roadside swale system combined with culverts at the new road intersection will accommodate the nominal increase in peak runoff generated by the roadways. Due to the increased roadside swale system and addition of detention ponds, the current sheet flow across North Arena del Loma Road is anticipated to be reduced.

Natural drainage patterns and peak flows will be maintained as much as practical as they currently exist where runoff enters and exits the property.

2. Discussion of effectiveness of the drainage design to control damage from storm runoff.

The proposed system will maintain the flow characteristics and discharge configuration of the pre-developed conditions. The drainage improvements are designed to capture and route runoff to the proposed detention basins. The detention basins are sized to reduce peak flows to original values. During periods of high intensity rainfall, runoff currently crests the crown of Arena del Loma Road and discharges as sheet flow into the neighboring property to the south. The proposed improvements are anticipated to reduce the frequency of this occurrence.

VI. REFERENCES

A. Publications

- 1. Drainage Design Manual for Yavapai County, July 2015.*
- 2. Soil Survey of Yavapai County, Western Part, U.S. Department of Agriculture, Soil Conservation Service.*

B. Software

- 1. Hydrflow Express Extension for Autodesk® AutoCAD® Civil 3D®, Version 10.*
- 2. Autodesk® Storm & Sanitary Analysis 2016, Version 10.1.53.1*

VII. REFERENCES

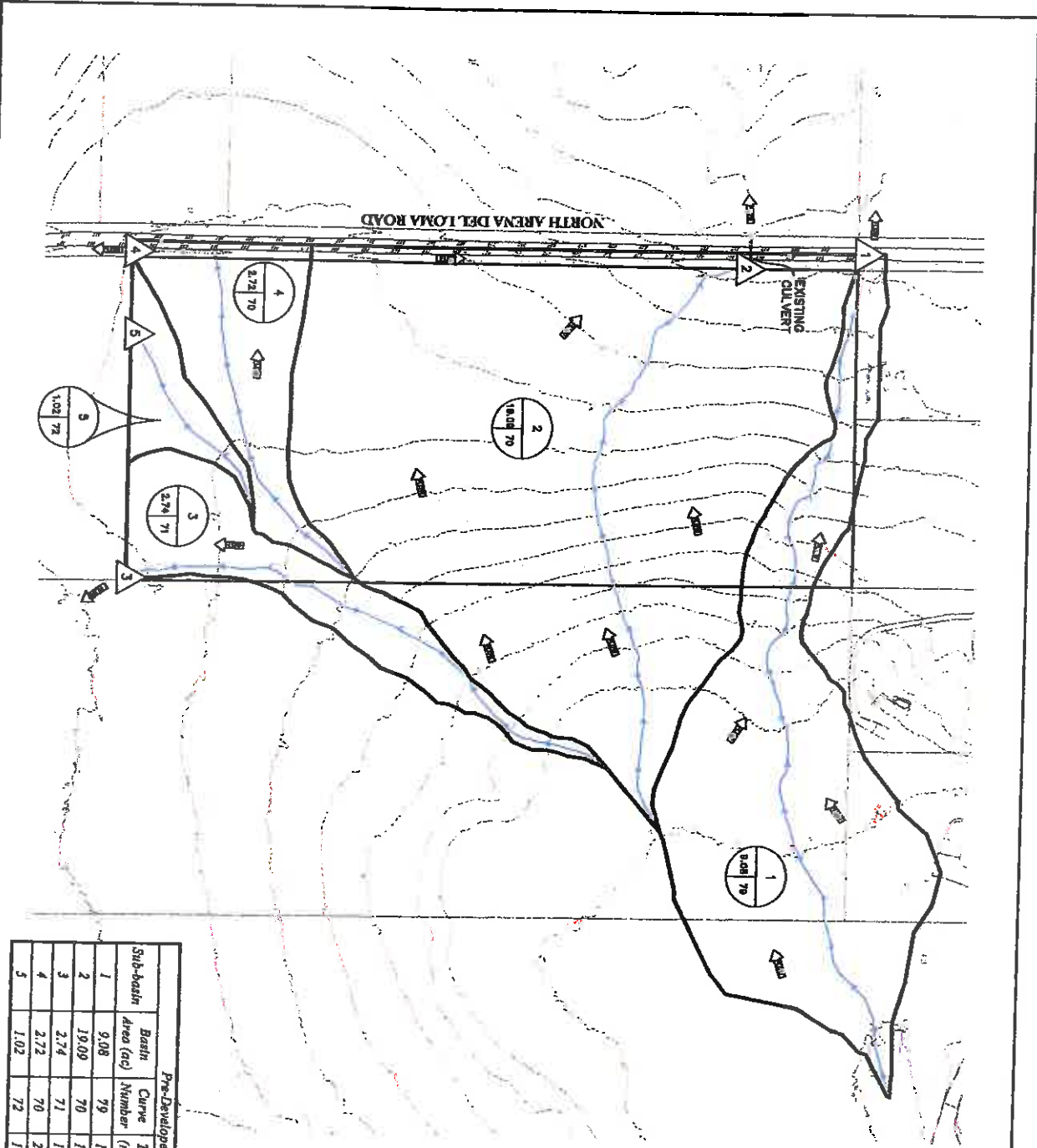
A. Publications

1. *Drainage Design Manual for Yavapai County, July 2015.*
2. *Soil Resource Report Black Hills-Sedona Area, Arizona, Part of Coconino and Yavapai Counties, U.S. Department of Agriculture, NRCS.*

B. Software

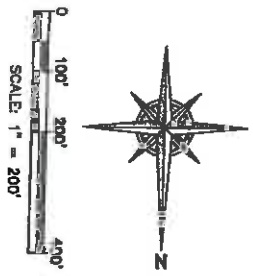
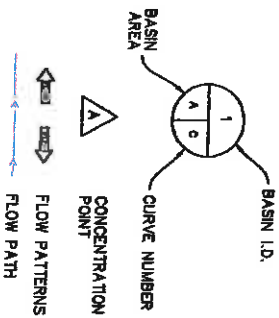
1. *Autodesk® Storm & Sanitary Analysis 2016, Version 10.1.53.1*

Appendix A.1 - Hydrologic Computations
Hydrology Maps



Pre-Developed Condition Summary

Sub-basin	Basin Area (ac)	Curve Number	10-Year TOC (in/h)	3-Year TOC (in/h)	10-Year TOC (in/h)	25-Year TOC (in/h)	100-Year TOC (in/h)
1	9.08	79	18.5	4.44	9.38	13.06	18.95
2	19.09	70	14.8	3.06	10.69	17.13	28.14
3	2.74	71	14.1	0.55	1.72	2.70	4.35
4	2.72	70	20.4	0.36	1.28	2.08	3.45
5	1.02	72	18.8	0.20	0.61	0.94	1.51



SHEET 1 OF 1

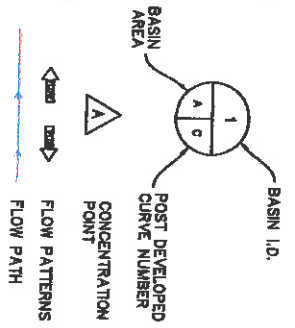
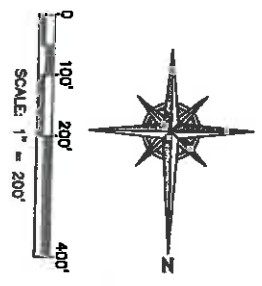
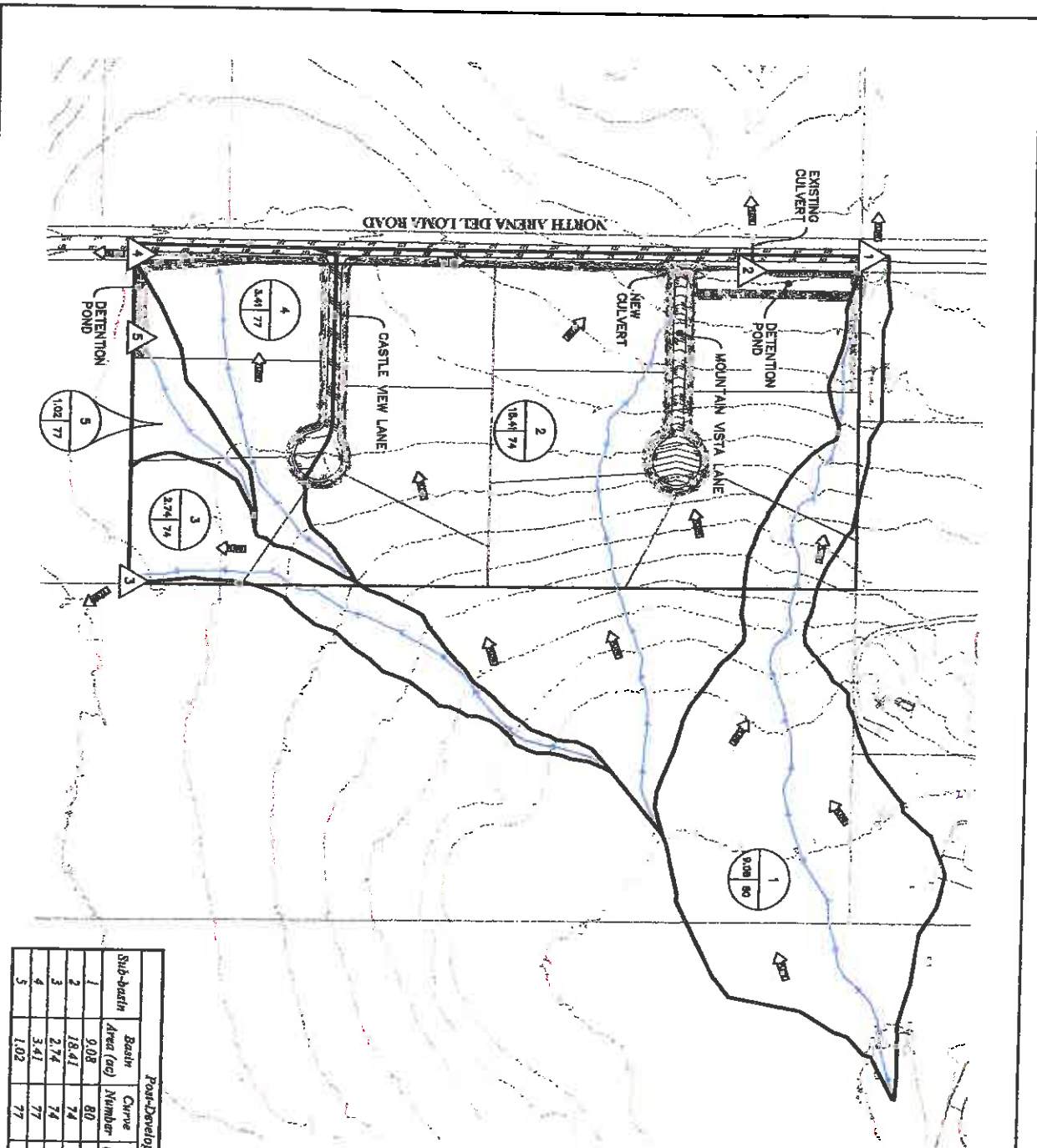
FOR EXHIBIT PURPOSES ONLY

GRANITE BASIN
ENGINEERING, INC.

1981 Commerce Center Circle, Suite B
Prescott, AZ 86301
928.717.0171

**CASTLE HEIGHTS SUB-DIVISION
PRE-DEVELOPED HYDROLOGY MAP**

PREPARED FOR: TIERRA VERDE BUILDERS	CRE JOB #13065	DESIGN: TD
	DATE: DECEMBER, 2015	CHECKED: DB



Post-Developed Condition Summary

Sub-basin	Basin Area (sq)	Curve Number	TOC (cfs)	2-Year (cfs)	10-Year (cfs)	25-Year (cfs)	100-Year (cfs)
1	9.08	80	16.0	5.27	10.69	14.68	21.02
2	18.41	74	13.5	3.93	13.31	22.33	34.66
3	2.74	74	12.2	0.92	2.35	3.46	5.32
4	3.41	77	17.4	1.39	3.17	4.53	6.72
5	1.02	77	13.7	0.44	0.99	1.41	2.09

FOR EXHIBIT PURPOSES ONLY

SHEET 1 OF 1

1981 Commerce Center Circle, Suite B
Prescott, AZ 86301
928.717.0171

**CASTLE HEIGHTS SUB-DIVISION
POST-DEVELOPED HYDROLOGY MAP**

PREPARED FOR: TERRA VERDE BUILDERS	GBE JOB #18065	DESIGN: TD
	DATE: DECEMBER, 2015	CHECKED: DB

Appendix A.2 - Hydrologic Computations
Land Use Assumptions & Time of Concentration Calculations

Area Weighting for Existing Condition Curve Number Calculation								Land Use		Hydrological Soil Group			Weighted Curve Number	
										B	C	D		
Sub-Basin ID	Basin Area (acres)	Area Weighting for Soil Type						Area Weighting for Land Use						
		Hydrological Soil Group						Natural		RIL-70		Roadway		
		B		C		D								
		(acres)	(%)	(acres)	(%)	(acres)	(%)	(acres)	(%)	(acres)	(%)	(acres)	(%)	
1	9.08	1.20	13.2%	0.27	3.0%	7.61	83.8%	6.82	75.1%	2.24	24.7%	0.02	0.2%	79
2	19.09	13.33	69.8%	2.11	11.1%	3.65	19.1%	18.76	98.3%	0.00	0.0%	0.33	1.7%	70
3	2.74	0.81	29.5%	1.85	67.6%	0.08	2.9%	2.74	100.0%	0.00	0.0%	0.00	0.0%	71
4	2.72	1.65	60.8%	1.07	39.2%	0.00	0.0%	2.61	96.0%	0.00	0.0%	0.11	4.0%	70
5	1.02	0.21	20.2%	0.81	79.8%	0.00	0.0%	1.02	100.0%	0.00	0.0%	0.00	0.0%	72

Area Weighting for Proposed Condition Curve Number Calculation								Land Use		Hydrological Soil Group			Weighted Curve Number	
										B	C	D		
Sub-Basin ID	Basin Area (acres)	Area Weighting for Soil Type						Area Weighting for Land Use						
		Hydrological Soil Group						Natural		RIL-70		Roadway		
		B		C		D								
		(acres)	(%)	(acres)	(%)	(acres)	(%)	(acres)	(%)	(acres)	(%)	(acres)	(%)	
1	9.08	1.20	13.2%	0.27	3.0%	7.61	83.8%	5.55	61.1%	3.51	38.7%	0.02	0.2%	80
2	18.41	13.13	71.3%	1.63	8.8%	3.65	19.8%	3.86	21.0%	13.67	74.3%	0.88	4.8%	74
3	2.74	0.81	29.5%	1.85	67.6%	0.08	2.9%	1.20	43.9%	1.54	56.1%	0.00	0.0%	74
4	3.41	1.85	54.3%	1.55	45.7%	0.00	0.0%	0.00	0.0%	3.10	91.1%	0.30	8.9%	77
5	1.02	0.21	20.2%	0.81	79.8%	0.00	0.0%	0.00	0.0%	1.02	100.0%	0.00	0.0%	77

Time of Concentration Calculations for Existing Condition

Table of Constants					Shallow Concentrated Flow Velocity				Hydraulic Radius			
Description		Variable	Value	$V = 16.1s^{0.5}$					$R = \frac{(B_w + zy)y}{B_w + 2y\sqrt{1+z^2}}$			
Roughness Coefficient Sheet Flow		n	0.13									
Roughness Coefficient Channel Flow		n	0.032	Channel Flow Velocity					Sheet Flow Time			
2-Year, 24-Hour Rainfall (in)		P ₂	1.92	$V = \frac{1.49}{n} R^{2/3} s^{1/2}$								
Hydraulic Radius (ft)		R	0.55									
Slope (ft/ft)		s	varies									
Trapezoidal Channel Description					Shallow Concentrated/Channel Flow Time				$T_s = \frac{0.007 (nL)^{0.8}}{(P_2)^{0.5} s^{0.4}}$			
Base Width (ft)		B _w	1	$T_s = \frac{L}{3600 V}$								
Side Slope Run (ft)		z	3									
Depth of Flow (ft)		y	1									
Sub Basin ID	Top Elev (ft)	Bottom Elev (ft)	Total Travel Length (ft)	Average Slope (ft/ft)	Sheet Flow Length (ft)	Sheet Flow Time (hr)	Shallow Concentrated Flow (ft)	Shallow Concentrated Flow (hr)	Channel Flow (ft)	Channel Flow (hr)	Total Tc (hr)	Total Tc (min)
1	3,352	3,259	1,782	0.052	200	0.22	647	0.05	935	0.04	0.31	18.5
2	3,340	3,257	1,293	0.064	180	0.19	580	0.04	533	0.02	0.25	14.8
3	3,338	3,273	1,091	0.060	150	0.17	941	0.07	0	0.00	0.23	14.1
4	3,290	3,275	896	0.016	140	0.27	306	0.04	450	0.03	0.34	20.4
5	3,283	3,276	473	0.014	130	0.26	322	0.05	21	0.00	0.31	18.8

Time of Concentration Calculations for Proposed Condition

Table of Constants					Shallow Concentrated Flow Velocity				Hydraulic Radius			
Description		Variable	Value	$V = 16.1s^{0.5}$					$R = \frac{(B_w + zy)y}{B_w + 2y\sqrt{1+z^2}}$			
Roughness Coefficient Sheet Flow		n	0.1									
Roughness Coefficient Channel Flow		n	0.032	Channel Flow Velocity					Sheet Flow Time			
2-Year, 24-Hour Rainfall (in)		P ₂	1.92	$V = \frac{1.49}{n} R^{2/3} s^{1/2}$								
Hydraulic Radius (ft)		R	0.55									
Slope (ft/ft)		s	varies									
Trapezoidal Channel Description					Shallow Concentrated/Channel Flow Time				$T_s = \frac{0.007 (nL)^{0.8}}{(P_2)^{0.5} s^{0.4}}$			
Base Width (ft)		B _w	1	$T_s = \frac{L}{3600 V}$								
Side Slope Run (ft)		z	3									
Depth of Flow (ft)		y	1									
Sub Basin ID	Top Elev (ft)	Bottom Elev (ft)	Total Travel Length (ft)	Average Slope (ft/ft)	Sheet Flow Length (ft)	Sheet Flow Time (hr)	Shallow Concentrated Flow (ft)	Shallow Concentrated Flow (hr)	Channel Flow (ft)	Channel Flow (hr)	Total Tc (hr)	Total Tc (min)
1	3,352	3,259	1,782	0.05	200	0.18	647	0.05	935	0.04	0.27	16.0
2	3,340	3,257	1,393	0.06	180	0.16	680	0.05	533	0.02	0.23	13.5
3	3,338	3,273	1,091	0.06	150	0.14	941	0.07	0	0.00	0.20	12.2
4	3,290	3,275	896	0.02	140	0.22	306	0.04	450	0.03	0.29	17.4
5	3,283	3,276	473	0.01	130	0.21	322	0.05	21	0.00	0.26	15.7

Appendix A.3 - Hydrologic Computations
Peak Runoff Calculations

Project Description

File Name 13065 SSA SCS-Pre-Development.SPF

Project Options

Flow Units CFS
 Elevation Type Elevation
 Hydrology Method SCS TR-55
 Time of Concentration (TOC) Method User-Defined
 Link Routing Method Hydrodynamic
 Enable Overflow Ponding at Nodes YES
 Skip Steady State Analysis Time Periods ... NO

Analysis Options

Start Analysis On Sep 29, 2015 00:00:00
 End Analysis On Sep 30, 2015 00:00:00
 Start Reporting On Sep 29, 2015 00:00:00
 Antecedent Dry Days 0 days
 Runoff (Dry Weather) Time Step 0 01:00:00 days hh:mm:ss
 Runoff (Wet Weather) Time Step 0 00:05:00 days hh:mm:ss
 Reporting Time Step 0 00:05:00 days hh:mm:ss
 Routing Time Step 30 seconds

Rainfall Details

SN	Rain Gage ID	Data Source	Data Source ID	Rainfall Type	Rain Units	State	County	Return Period (years)	Rainfall Depth (inches)	Rainfall Distribution
1		Time Series	SCS 2-Year	Cumulative	inches	Arizona	Yavapai (North)	2	1.82	SCS Type II 24-hr

Subbasin Summary

SN Subbasin ID	Area (ac)	Weighted Curve Number	Total Rainfall (in)	Total Runoff (in)	Total Runoff Volume (ac-in)	Peak Runoff (cfs)	Time of Concentration (days hh:mm:ss)
1 1	9.08	79.00	1.92	0.48	4.32	4.44	0 00:18:30
2 2	18.09	70.00	1.92	0.21	4.03	3.06	0 00:14:48
3 3	2.74	71.00	1.92	0.24	0.64	0.55	0 00:14:06
4 4	2.72	70.00	1.92	0.21	0.57	0.36	0 00:20:24
5 5	1.02	72.00	1.92	0.26	0.28	0.20	0 00:18:48

Node Summary

SN	Element	Element	Invert	Peak
ID	Type		Elevation	Inflow
			(ft)	(cfs)
1	CP 1	Outfall	3258.80	0.00
2	CP 2	Outfall	3257.00	0.00
3	CP 3	Outfall	3285.00	0.00
4	CP 4	Outfall	3262.00	0.00
5	CP 5	Outfall	3257.00	0.00

Project Description

File Name 13065 SSA SCS-Pre-Development.SPF

Project Options

Flow Units CFS
 Elevation Type Elevation
 Hydrology Method SCS TR-55
 Time of Concentration (TOC) Method User-Defined
 Link Routing Method Hydrodynamic
 Enable Overflow Ponding at Nodes YES
 Skip Steady State Analysis Time Periods NO

Analysis Options

Start Analysis On Sep 29, 2015 00:00:00
 End Analysis On Sep 30, 2015 00:00:00
 Start Reporting On Sep 29, 2015 00:00:00
 Antecedent Dry Days 0 days
 Runoff (Dry Weather) Time Step 0 01:00:00 days hh:mm:ss
 Runoff (Wet Weather) Time Step 0 00:05:00 days hh:mm:ss
 Reporting Time Step 0 00:05:00 days hh:mm:ss
 Routing Time Step 30 seconds

Rainfall Details

SN	Rain Gage ID	Data Source	Data Source ID	Rainfall Type	Rain Units	State	County	Return Period (years)	Rainfall Depth (Inches)	Rainfall Distribution
1		Time Series	SCS 10-Year	Cumulative	inches	Arizona	Yavapai (North)	10	2.64	SCS Type II 24-hr

Subbasin Summary

SN Subbasin ID	Area (ac)	Weighted Curve Number	Total Rainfall (in)	Total Runoff (in)	Total Runoff Volume (ac-in)	Peak Runoff (cfs)	Time of Concentration (days hh:mm:ss)
1 1	9.08	79.00	2.64	0.93	8.47	9.38	0 00:18:30
2 2	19.09	70.00	2.64	0.52	10.00	10.69	0 00:14:48
3 3	2.74	71.00	2.64	0.56	1.54	1.72	0 00:14:06
4 4	2.72	70.00	2.64	0.52	1.43	1.28	0 00:20:24
5 5	1.02	72.00	2.64	0.60	0.62	0.61	0 00:18:48

Node Summary

SN ID	Element Type	Invert Elevation	Peak Inflow	
		(ft)	(cfs)	
1	CP 1	Outfall	3258.80	0.00
2	CP 2	Outfall	3257.00	0.00
3	CP 3	Outfall	3285.00	0.00
4	CP 4	Outfall	3262.00	0.00
5	CP 5	Outfall	3257.00	0.00

Project Description

File Name 13085 SSA SCS-Pre-Development.SPF

Project Options

Flow Units CFS
 Elevation Type Elevation
 Hydrology Method SCS TR-55
 Time of Concentration (TOC) Method User-Defined
 Link Routing Method Hydrodynamic
 Enable Overflow Ponding at Nodes YES
 Skip Steady State Analysis Time Periods NO

Analysis Options

Start Analysis On Sep 29, 2015 00:00:00
 End Analysis On Sep 30, 2015 00:00:00
 Start Reporting On Sep 29, 2015 00:00:00
 Antecedent Dry Days 0 days
 Runoff (Dry Weather) Time Step 0 01:00:00 days hh:mm:ss
 Runoff (Wet Weather) Time Step 0 00:05:00 days hh:mm:ss
 Reporting Time Step 0 00:05:00 days hh:mm:ss
 Routing Time Step 30 seconds

Rainfall Details

SN	Rain Gage ID	Data Source	Data Source ID	Rainfall Type	Rain Units	State	County	Return Period (years)	Rainfall Depth (Inches)	Rainfall Distribution
1		Time Series	SCS 25-Year	Cumulative	inches	Arizona	Yavapai (North)	25	3.12	SCS Type II 24-hr

Subbasin Summary

SN	Subbasin ID	Area (ac)	Weighted Curve Number	Total Rainfall (in)	Total Runoff (in)	Total Runoff Volume (ac-in)	Peak Runoff (cfs)	Time of Concentration (days hh:mm:ss)
1	1	9.08	79.00	3.12	1.28	11.60	13.06	0 00:18:30
2	2	19.09	70.00	3.12	0.78	14.93	17.13	0 00:14:48
3	3	2.74	71.00	3.12	0.83	2.27	2.70	0 00:14:06
4	4	2.72	70.00	3.12	0.78	2.13	2.08	0 00:20:24
5	5	1.02	72.00	3.12	0.88	0.90	0.94	0 00:18:48

Node Summary

SN ID	Element Type	Element	Invert Elevation	Peak Inflow
			(ft)	(cfs)
1 CP 1	Outfall		3258.80	0.00
2 CP 2	Outfall		3257.00	0.00
3 CP 3	Outfall		3285.00	0.00
4 CP 4	Outfall		3262.00	0.00
5 CP 5	Outfall		3257.00	0.00

Project Description

File Name 13065 SSA SCS-Pre-Development.SPF

Project Options

Flow Units CFS
 Elevation Type Elevation
 Hydrology Method SCS TR-55
 Time of Concentration (TOC) Method User-Defined
 Link Routing Method Hydrodynamic
 Enable Overflow Ponding at Nodes YES
 Skip Steady State Analysis Time Periods NO

Analysis Options

Start Analysis On Sep 29, 2015 00:00:00
 End Analysis On Sep 30, 2015 00:00:00
 Start Reporting On Sep 29, 2015 00:00:00
 Antecedent Dry Days 0 days
 Runoff (Dry Weather) Time Step 0 01:00:00 days hh:mm:ss
 Runoff (Wet Weather) Time Step 0 00:05:00 days hh:mm:ss
 Reporting Time Step 0 00:05:00 days hh:mm:ss
 Routing Time Step 30 seconds

Rainfall Details

SN	Rain Gage ID	Data Source	Data Source ID	Rainfall Type	Rain Units	State	County	Return Period (years)	Rainfall Depth (inches)	Rainfall Distribution
1		Time Series	SCS 100-Year	Cumulative	Inches	Arizona	Yavapai (North)	100	3.84	SCS Type II 24-hr

Subbasin Summary

SN Subbasin ID	Area (ac)	Weighted Curve Number	Total Rainfall (in)	Total Runoff (in)	Total Runoff Volume (ac-in)	Peak Runoff (cfs)	Time of Concentration (days hh:mm:ss)
1 1	8.08	79.00	3.84	1.83	18.65	18.95	0 00:18:30
2 2	19.09	70.00	3.84	1.22	23.37	28.14	0 00:14:48
3 3	2.74	71.00	3.84	1.29	3.52	4.35	0 00:14:06
4 4	2.72	70.00	3.84	1.22	3.33	3.45	0 00:20:24
5 5	1.02	72.00	3.84	1.35	1.38	1.51	0 00:18:48

Node Summary

SN ID	Element Type	Invert Elevation	Peak Inflow
		(ft)	(cfs)
1 CP 1	Outfall	3258.80	0.00
2 CP 2	Outfall	3257.00	0.00
3 CP 3	Outfall	3285.00	0.00
4 CP 4	Outfall	3262.00	0.00
5 CP 5	Outfall	3257.00	0.00

Project Description

File Name 13085 SSA SCS-Post-Development.SPF

Project Options

Flow Units CFS
 Elevation Type Elevation
 Hydrology Method SCS TR-55
 Time of Concentration (TOC) Method User-Defined
 Link Routing Method Hydrodynamic
 Enable Overflow Ponding at Nodes YES
 Skip Steady State Analysis Time Periods ... NO

Analysis Options

Start Analysis On Sep 29, 2015 00:00:00
 End Analysis On Sep 30, 2015 00:00:00
 Start Reporting On Sep 29, 2015 00:00:00
 Antecedent Dry Days 0 days
 Runoff (Dry Weather) Time Step 0 01:00:00 days hh:mm:ss
 Runoff (Wet Weather) Time Step 0 00:05:00 days hh:mm:ss
 Reporting Time Step 0 00:05:00 days hh:mm:ss
 Routing Time Step 30 seconds

Rainfall Details

SN	Rain Gage ID	Data Source	Data Source ID	Rainfall Type	Rain Units	State	County	Return Period (years)	Rainfall Depth (inches)	Rainfall Distribution
1		Time Series	SCS 2-Year	Cumulative	inches	Arizona	Yavapai (North)	2	1.92	SCS Type II 24-hr

Subbasin Summary

SN Subbasin ID	Area	Weighted Curve Number	Total Rainfall	Total Runoff	Total Runoff Volume	Peak Runoff	Time of Concentration
	(ac)		(in)	(in)	(ac-in)	(cfs)	(days hh:mm:ss)
1 1	9.08	80.00	1.92	0.51	4.67	5.27	0 00:16:00
2 2	18.41	74.00	1.92	0.31	5.76	5.93	0 00:13:30
3 3	2.74	74.00	1.92	0.31	0.86	0.92	0 00:12:12
4 4	3.41	77.00	1.92	0.41	1.38	1.39	0 00:17:24
5 5	1.02	77.00	1.92	0.41	0.41	0.44	0 00:15:42

Node Summary

SN	Element	Element	Invert	Peak
ID	Type		Elevation	Inflow
			(ft)	(cfs)
1	CP 1	Outfall	3258.80	0.00
2	CP 2	Outfall	3257.00	0.00
3	CP 3	Outfall	3285.00	0.00
4	CP 4	Outfall	3262.00	0.00
5	CP 5	Outfall	3257.00	0.00

Project Description

File Name 13085 SSA SCS-Post-Development.SPF

Project Options

Flow Units CFS
 Elevation Type Elevation
 Hydrology Method SCS TR-55
 Time of Concentration (TOC) Method User-Defined
 Link Routing Method Hydrodynamic
 Enable Overflow Ponding at Nodes YES
 Skip Steady State Analysis Time Periods NO

Analysis Options

Start Analysis On Sep 29, 2015 00:00:00
 End Analysis On Sep 30, 2015 00:00:00
 Start Reporting On Sep 29, 2015 00:00:00
 Antecedent Dry Days 0 days
 Runoff (Dry Weather) Time Step 0 01:00:00 days hh:mm:ss
 Runoff (Wet Weather) Time Step 0 00:05:00 days hh:mm:ss
 Reporting Time Step 0 00:05:00 days hh:mm:ss
 Routing Time Step 30 seconds

Rainfall Details

SN	Rain Gage ID	Data Source	Data Source ID	Rainfall Type	Rain Units	State	County	Return Period (years)	Rainfall Depth (inches)	Rainfall Distribution
1		Time Series	SCS 10-Year	Cumulative	Inches	Arizona	Yavapai (North)	10	2.64	SCS Type II 24-hr

Subbasin Summary

SN	Subbasin ID	Area	Weighted Curve Number	Total Rainfall	Total Runoff	Total Runoff Volume	Peak Runoff	Time of Concentration
		(ac)		(in)	(in)	(ac-in)	(cfs)	(days hh:mm:ss)
1	1	9.08	80.00	2.64	0.99	8.86	10.69	0 00:16:00
2	2	18.41	74.00	2.64	0.69	12.68	15.21	0 00:13:30
3	3	2.74	74.00	2.64	0.69	1.89	2.35	0 00:12:12
4	4	3.41	77.00	2.64	0.83	2.83	3.17	0 00:17:24
5	5	1.02	77.00	2.64	0.83	0.85	0.99	0 00:15:42

Node Summary

SN ID	Element Type	Invert Elevation	Peak Inflow
		(ft)	(cfs)
1 CP 1	Outfall	3258.80	0.00
2 CP 2	Outfall	3257.00	0.00
3 CP 3	Outfall	3285.00	0.00
4 CP 4	Outfall	3262.00	0.00
5 CP 5	Outfall	3257.00	0.00

Project Description

File Name 13065 SSA SCS-Post-Development.SPF

Project Options

Flow Units CFS
 Elevation Type Elevation
 Hydrology Method SCS TR-55
 Time of Concentration (TOC) Method User-Defined
 Link Routing Method Hydrodynamic
 Enable Overflow Ponding at Nodes YES
 Skip Steady State Analysis Time Periods NO

Analysis Options

Start Analysis On Sep 29, 2015 00:00:00
 End Analysis On Sep 30, 2015 00:00:00
 Start Reporting On Sep 29, 2015 00:00:00
 Antecedent Dry Days 0 days
 Runoff (Dry Weather) Time Step 0 01:00:00 days hh:mm:ss
 Runoff (Wet Weather) Time Step 0 00:05:00 days hh:mm:ss
 Reporting Time Step 0 00:05:00 days hh:mm:ss
 Routing Time Step 30 seconds

Rainfall Details

SN	Rain Gage ID	Data Source	Data Source ID	Rainfall Type	Rain Units	State	County	Return Period (years)	Rainfall Depth (inches)	Rainfall Distribution
1		Time Series	SCS 25-Year	Cumulative	Inches	Arizona	Yavapai (North)	25	3.12	SCS Type II 24-hr

Subbasin Summary

SN Subbasin ID	Area (ac)	Weighted Curve Number	Total Rainfall (in)	Total Runoff (in)	Total Runoff Volume (ac-in)	Peak Runoff (cfs)	Time of Concentration (days hh:mm:ss)
1 1	9.08	80.00	3.12	1.34	12.18	14.68	0 00:18:00
2 2	18.41	74.00	3.12	0.99	18.13	22.53	0 00:13:30
3 3	2.74	74.00	3.12	0.99	2.70	3.46	0 00:12:12
4 4	3.41	77.00	3.12	1.16	3.94	4.53	0 00:17:24
5 5	1.02	77.00	3.12	1.16	1.18	1.41	0 00:15:42

Node Summary

SN ID	Element Type	Invert Elevation	Peak Inflow
		(ft)	(cfs)
1 CP 1	Outfall	3258.80	0.00
2 CP 2	Outfall	3257.00	0.00
3 CP 3	Outfall	3285.00	0.00
4 CP 4	Outfall	3262.00	0.00
5 CP 5	Outfall	3257.00	0.00

Project Description

File Name 13065 SSA SCS-Post-Development.SPF

Project Options

Flow Units CFS
 Elevation Type Elevation
 Hydrology Method SCS TR-55
 Time of Concentration (TOC) Method User-Defined
 Link Routing Method Hydrodynamic
 Enable Overflow Ponding at Nodes YES
 Skip Steady State Analysis Time Periods NO

Analysis Options

Start Analysis On Sep 29, 2015 00:00:00
 End Analysis On Sep 30, 2015 00:00:00
 Start Reporting On Sep 29, 2015 00:00:00
 Antecedent Dry Days 0 days
 Runoff (Dry Weather) Time Step 0 01:00:00 days hh:mm:ss
 Runoff (Wet Weather) Time Step 0 00:05:00 days hh:mm:ss
 Reporting Time Step 0 00:05:00 days hh:mm:ss
 Routing Time Step 30 seconds

Rainfall Details

SN	Rain Gage ID	Data Source	Data Source ID	Rainfall Type	Rain Units	State	County	Return Period (years)	Rainfall Depth (Inches)	Rainfall Distribution
1		Time Series	SCS 100-Year	Cumulative	Inches	Arizona	Yavapai (North)	100	3.84	SCS Type II 24-hr

Subbasin Summary

SN Subbasin ID	Area (ac)	Weighted Curve Number	Total Rainfall (in)	Total Runoff (in)	Total Runoff Volume (ac-in)	Peak Runoff (cfs)	Time of Concentration (days hh:mm:ss)
1 1	9.08	80.00	3.84	1.91	17.34	21.02	0 00:18:00
2 2	18.41	74.00	3.84	1.48	27.25	34.86	0 00:13:30
3 3	2.74	74.00	3.84	1.48	4.06	5.32	0 00:12:12
4 4	3.41	77.00	3.84	1.89	5.76	6.72	0 00:17:24
5 5	1.02	77.00	3.84	1.89	1.72	2.09	0 00:15:42

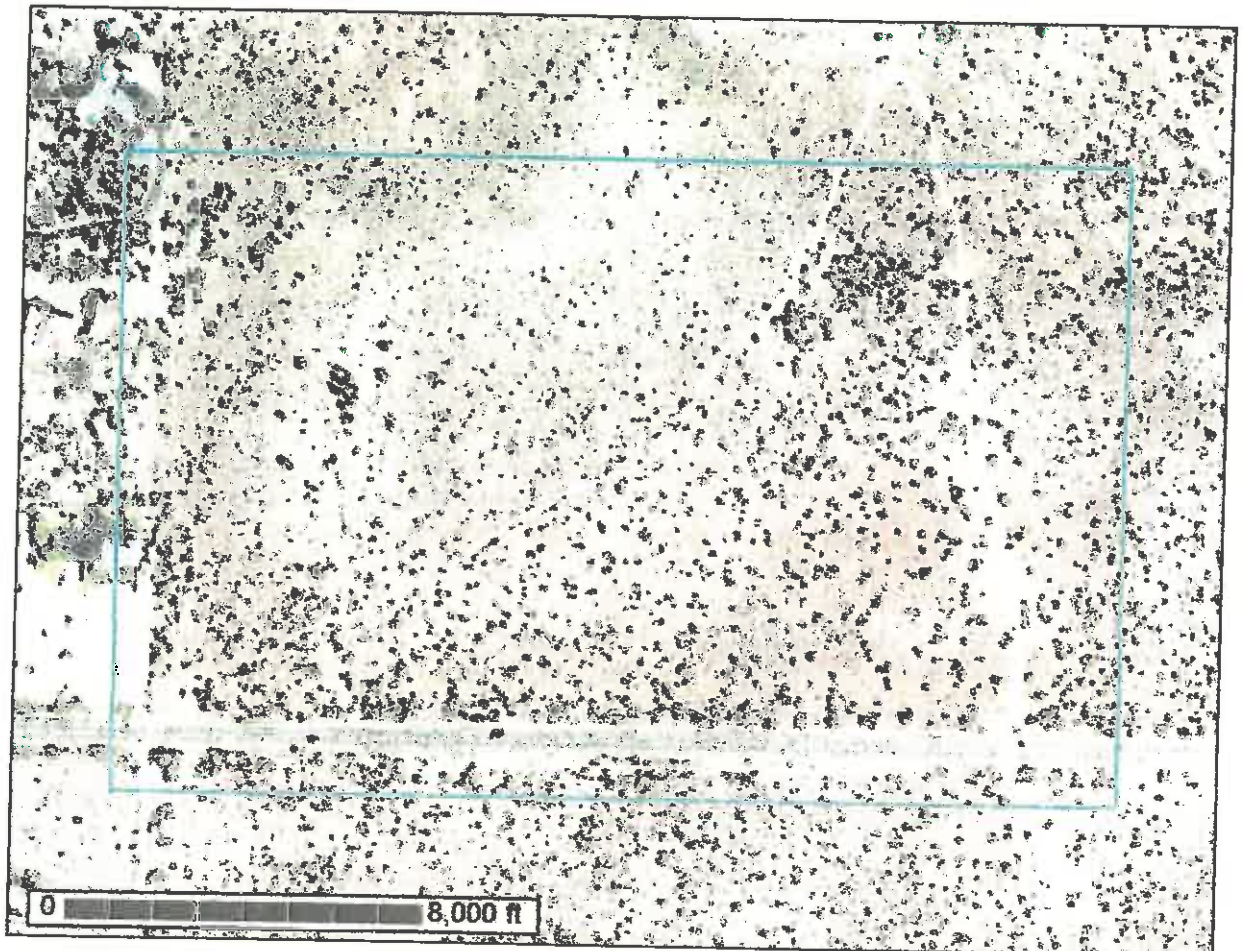
Node Summary

SN	Element	Element	invert	Peak
ID		Type	Elevation	inflow
			(ft)	(cfs)
1	CP 1	Outfall	3258.80	0.00
2	CP 2	Outfall	3257.00	0.00
3	CP 3	Outfall	3285.00	0.00
4	CP 4	Outfall	3282.00	0.00
5	CP 5	Outfall	3257.00	0.00

Appendix A.4 - Hydrologic Computations
USDA NRCS Soil Report

A product of the National
Cooperative Soil Survey,
a joint effort of the United
States Department of
Agriculture and other
Federal agencies, State
agencies including the
Agricultural Experiment
Stations, and local
participants

Custom Soil Resource Report for Beaver Creek Area, Arizona



Preface

Soil surveys contain information that affects land use planning in survey areas. They highlight soil limitations that affect various land uses and provide information about the properties of the soils in the survey areas. Soil surveys are designed for many different users, including farmers, ranchers, foresters, agronomists, urban planners, community officials, engineers, developers, builders, and home buyers. Also, conservationists, teachers, students, and specialists in recreation, waste disposal, and pollution control can use the surveys to help them understand, protect, or enhance the environment.

Various land use regulations of Federal, State, and local governments may impose special restrictions on land use or land treatment. Soil surveys identify soil properties that are used in making various land use or land treatment decisions. The information is intended to help the land users identify and reduce the effects of soil limitations on various land uses. The landowner or user is responsible for identifying and complying with existing laws and regulations.

Although soil survey information can be used for general farm, local, and wider area planning, onsite investigation is needed to supplement this information in some cases. Examples include soil quality assessments (<http://www.nrcs.usda.gov/wps/portal/nrcs/main/soils/health/>) and certain conservation and engineering applications. For more detailed information, contact your local USDA Service Center (<http://offices.sc.egov.usda.gov/locator/app?agency=nrcs>) or your NRCS State Soil Scientist (http://www.nrcs.usda.gov/wps/portal/nrcs/detail/soils/contactus/?cid=nrcs142p2_053951).

Great differences in soil properties can occur within short distances. Some soils are seasonally wet or subject to flooding. Some are too unstable to be used as a foundation for buildings or roads. Clayey or wet soils are poorly suited to use as septic tank absorption fields. A high water table makes a soil poorly suited to basements or underground installations.

The National Cooperative Soil Survey is a joint effort of the United States Department of Agriculture and other Federal agencies, State agencies including the Agricultural Experiment Stations, and local agencies. The Natural Resources Conservation Service (NRCS) has leadership for the Federal part of the National Cooperative Soil Survey.

Information about soils is updated periodically. Updated information is available through the NRCS Web Soil Survey, the site for official soil survey information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means

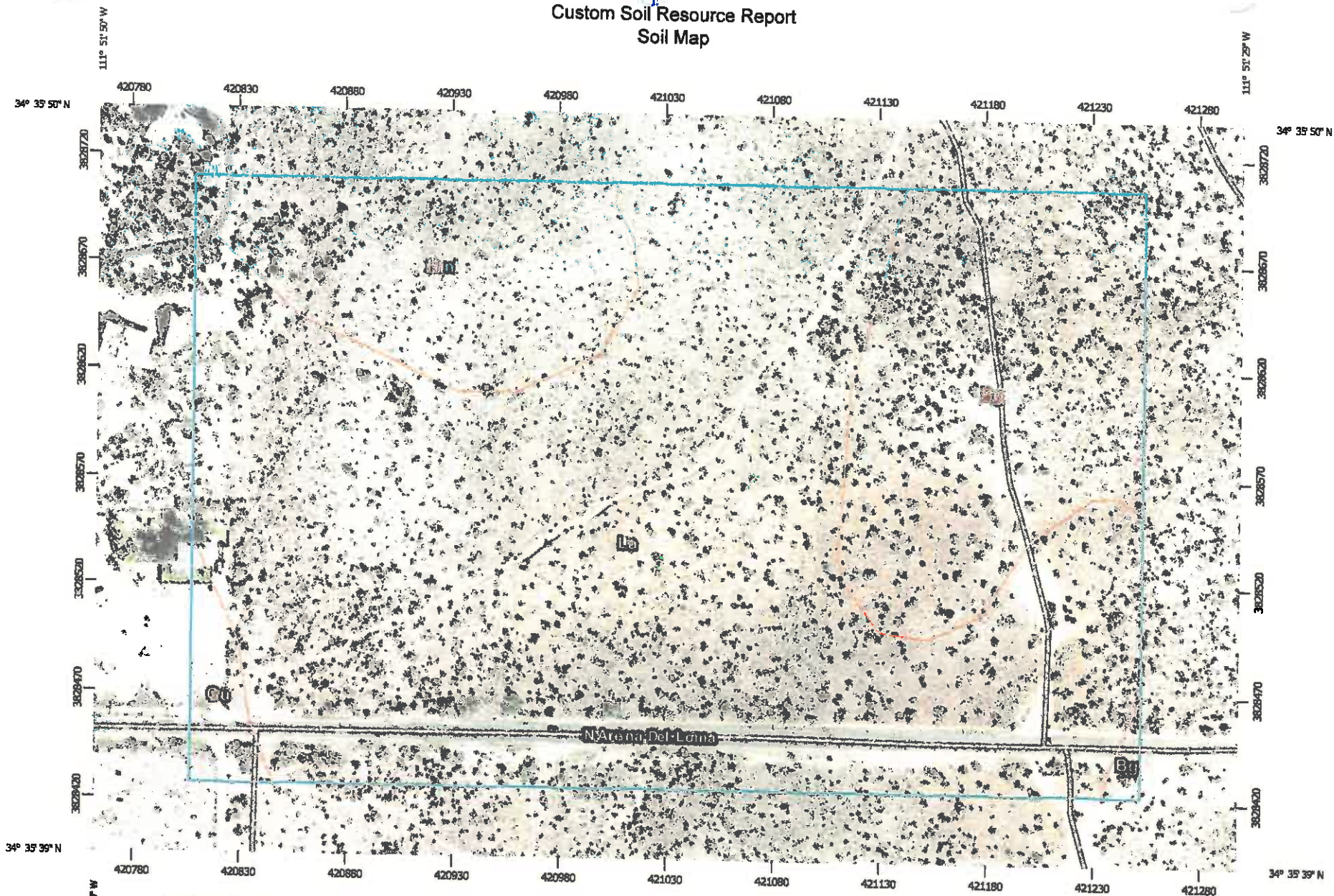
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Soil Map

The soil map section includes the soil map for the defined area of interest, a list of soil map units on the map and extent of each map unit, and cartographic symbols displayed on the map. Also presented are various metadata about data used to produce the map, and a description of each soil map unit.

Custom Soil Resource Report Soil Map



Map Scale: 1:2,450 if printed on a landscape (11" x 8.5") sheet.




Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 12N WGS84

Custom Soil Resource Report

MAP LEGEND

Area of Interest (AOI)

 Area of Interest (AOI)

Soils

 Soil Map Unit Polygons

 Soil Map Unit Lines

 Soil Map Unit Points

Special Point Features

 Blowout

 Borrow Pit

 Clay Spot

 Closed Depression

 Gravel Pit

 Gravelly Spot

 Landfill

 Lava Flow

 Marsh or swamp

 Mine or Quarry

 Miscellaneous Water

 Perennial Water

 Rock Outcrop

 Saline Spot

 Sandy Spot

 Severely Eroded Spot

 Sinkhole

 Slide or Slip


 Sodic Spot

 Spoil Area

 Stony Spot

 Very Stony Spot

 Wet Spot

 Other

 Special Line Features

Water Features

 Streams and Canals

Transportation

 Rails

 Interstate Highways

 US Routes

 Major Roads

 Local Roads

Background

 Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:31,700.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
 Web Soil Survey URL: <http://websoilsurvey.nrcs.usda.gov>
 Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Beaver Creek Area, Arizona
 Survey Area Data: Version 6, Sep 14, 2014

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Nov 1, 2010—Nov 18, 2010

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Map Unit Legend

Beaver Creek Area, Arizona (AZ641)			
Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
Bg	Bridge gravelly sandy loam	6.0	19.2%
Gu	Guest clay	0.6	1.9%
Hm	House Mountain stony loam	3.8	12.1%
La	Laveen gravelly sandy loam	20.8	66.8%
Totals for Area of Interest		31.2	100.0%

Map Unit Descriptions

The map units delineated on the detailed soil maps in a soil survey represent the soils or miscellaneous areas in the survey area. The map unit descriptions, along with the maps, can be used to determine the composition and properties of a unit.

A map unit delineation on a soil map represents an area dominated by one or more major kinds of soil or miscellaneous areas. A map unit is identified and named according to the taxonomic classification of the dominant soils. Within a taxonomic class there are precisely defined limits for the properties of the soils. On the landscape, however, the soils are natural phenomena, and they have the characteristic variability of all natural phenomena. Thus, the range of some observed properties may extend beyond the limits defined for a taxonomic class. Areas of soils of a single taxonomic class rarely, if ever, can be mapped without including areas of other taxonomic classes. Consequently, every map unit is made up of the soils or miscellaneous areas for which it is named and some minor components that belong to taxonomic classes other than those of the major soils.

Most minor soils have properties similar to those of the dominant soil or soils in the map unit, and thus they do not affect use and management. These are called noncontrasting, or similar, components. They may or may not be mentioned in a particular map unit description. Other minor components, however, have properties and behavioral characteristics divergent enough to affect use or to require different management. These are called contrasting, or dissimilar, components. They generally are in small areas and could not be mapped separately because of the scale used. Some small areas of strongly contrasting soils or miscellaneous areas are identified by a special symbol on the maps. If included in the database for a given area, the contrasting minor components are identified in the map unit descriptions along with some characteristics of each. A few areas of minor components may not have been observed, and consequently they are not mentioned in the descriptions, especially where the pattern was so complex that it was impractical to make enough observations to identify all the soils and miscellaneous areas on the landscape.

The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The objective of mapping is not to delineate pure taxonomic classes but rather to separate the landscape into landforms or landform segments that have similar use and management requirements. The delineation of such segments on the map provides sufficient information for the development of resource plans. If

Custom Soil Resource Report

intensive use of small areas is planned, however, onsite investigation is needed to define and locate the soils and miscellaneous areas.

An identifying symbol precedes the map unit name in the map unit descriptions. Each description includes general facts about the unit and gives important soil properties and qualities.

Soils that have profiles that are almost alike make up a *soil series*. Except for differences in texture of the surface layer, all the soils of a series have major horizons that are similar in composition, thickness, and arrangement.

Soils of one series can differ in texture of the surface layer, slope, stoniness, salinity, degree of erosion, and other characteristics that affect their use. On the basis of such differences, a soil series is divided into *soil phases*. Most of the areas shown on the detailed soil maps are phases of soil series. The name of a soil phase commonly indicates a feature that affects use or management. For example, Alpha silt loam, 0 to 2 percent slopes, is a phase of the Alpha series.

Some map units are made up of two or more major soils or miscellaneous areas. These map units are complexes, associations, or undifferentiated groups.

A *complex* consists of two or more soils or miscellaneous areas in such an intricate pattern or in such small areas that they cannot be shown separately on the maps. The pattern and proportion of the soils or miscellaneous areas are somewhat similar in all areas. Alpha-Beta complex, 0 to 6 percent slopes, is an example.

An *association* is made up of two or more geographically associated soils or miscellaneous areas that are shown as one unit on the maps. Because of present or anticipated uses of the map units in the survey area, it was not considered practical or necessary to map the soils or miscellaneous areas separately. The pattern and relative proportion of the soils or miscellaneous areas are somewhat similar. Alpha-Beta association, 0 to 2 percent slopes, is an example.

An *undifferentiated group* is made up of two or more soils or miscellaneous areas that could be mapped individually but are mapped as one unit because similar interpretations can be made for use and management. The pattern and proportion of the soils or miscellaneous areas in a mapped area are not uniform. An area can be made up of only one of the major soils or miscellaneous areas, or it can be made up of all of them. Alpha and Beta soils, 0 to 2 percent slopes, is an example.

Some surveys include *miscellaneous areas*. Such areas have little or no soil material and support little or no vegetation. Rock outcrop is an example.

Beaver Creek Area, Arizona

Bg—Bridge gravelly sandy loam

Map Unit Setting

National map unit symbol: 1nvzm
Elevation: 3,700 to 3,800 feet
Mean annual precipitation: 10 to 12 inches
Mean annual air temperature: 57 to 63 degrees F
Frost-free period: 180 to 240 days
Farmland classification: Not prime farmland

Map Unit Composition

Bridge and similar soils: 100 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Bridge

Setting

Landform: Alluvial fans
Landform position (two-dimensional): Summit
Landform position (three-dimensional): Tread
Down-slope shape: Convex
Across-slope shape: Convex
Parent material: Alluvium derived from basalt and/or tuff and/or pyroclastic rock

Typical profile

A - 0 to 3 inches: gravelly sandy loam
Bw - 3 to 10 inches: gravelly loam
Bk - 10 to 31 inches: gravelly loam
Cr - 31 to 59 inches: bedrock

Properties and qualities

Slope: 0 to 10 percent
Depth to restrictive feature: 20 to 38 inches to paralithic bedrock
Natural drainage class: Well drained
Runoff class: Low
Capacity of the most limiting layer to transmit water (Ksat): Very low to low (0.00 to 0.01 in/hr)
Depth to water table: More than 80 inches
Frequency of flooding: None
Frequency of ponding: None
Calcium carbonate, maximum in profile: 25 percent
Salinity, maximum in profile: Nonsaline to very slightly saline (0.0 to 2.0 mmhos/cm)
Sodium adsorption ratio, maximum in profile: 5.0
Available water storage in profile: Low (about 3.8 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 6s
Hydrologic Soil Group: C

Gu—Guest clay

Map Unit Setting

National map unit symbol: vy1r
Elevation: 3,500 to 3,900 feet
Mean annual precipitation: 10 to 12 inches
Mean annual air temperature: 57 to 63 degrees F
Frost-free period: 180 to 240 days
Farmland classification: Not prime farmland

Map Unit Composition

Guest and similar soils: 100 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Guest

Setting

Landform: Alluvial fans
Landform position (two-dimensional): Summit
Landform position (three-dimensional): Tread
Down-slope shape: Convex
Across-slope shape: Convex
Parent material: Mixed alluvium

Typical profile

C1 - 0 to 3 inches: clay
C2 - 3 to 12 inches: silty clay loam
C3 - 12 to 32 inches: silty clay
C4 - 32 to 60 inches: silty clay loam

Properties and qualities

Slope: 0 to 3 percent
Depth to restrictive feature: More than 80 inches
Natural drainage class: Well drained
Runoff class: Low
Capacity of the most limiting layer to transmit water (Ksat): Moderately low to moderately high (0.06 to 0.20 in/hr)
Depth to water table: More than 80 inches
Frequency of flooding: None
Frequency of ponding: None
Calcium carbonate, maximum in profile: 10 percent
Gypsum, maximum in profile: 1 percent
Salinity, maximum in profile: Nonsaline to slightly saline (0.0 to 4.0 mmhos/cm)
Sodium adsorption ratio, maximum in profile: 5.0
Available water storage in profile: High (about 10.4 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 6s
Hydrologic Soil Group: C

Hm—House Mountain stony loam

Map Unit Setting

National map unit symbol: 1nw01
Elevation: 3,600 to 3,800 feet
Mean annual precipitation: 10 to 12 inches
Mean annual air temperature: 57 to 63 degrees F
Frost-free period: 180 to 240 days
Farmland classification: Not prime farmland

Map Unit Composition

House mountain and similar soils: 100 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of House Mountain

Setting

Landform: Hills
Landform position (two-dimensional): Backslope
Landform position (three-dimensional): Interfluve
Down-slope shape: Convex
Across-slope shape: Convex
Parent material: Residuum weathered from basalt

Typical profile

A - 0 to 2 inches: stony loam
C1 - 2 to 8 inches: stony clay loam
C2 - 8 to 12 inches: stony clay loam
R - 12 to 22 inches: bedrock

Properties and qualities

Slope: 0 to 10 percent
Percent of area covered with surface fragments: 25.0 percent
Depth to restrictive feature: 5 to 20 inches to lithic bedrock
Natural drainage class: Well drained
Runoff class: Medium
Capacity of the most limiting layer to transmit water (Ksat): Low to high (0.01 to 1.98 in/hr)
Depth to water table: More than 80 inches
Frequency of flooding: None
Frequency of ponding: None
Calcium carbonate, maximum in profile: 10 percent
Salinity, maximum in profile: Nonsaline (0.0 to 0.5 mmhos/cm)
Available water storage in profile: Very low (about 1.5 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 7s
Hydrologic Soil Group: D

La—Laveen gravelly sandy loam

Map Unit Setting

National map unit symbol: 1nw5f
Elevation: 3,800 to 4,000 feet
Mean annual precipitation: 10 to 13 inches
Mean annual air temperature: 57 to 63 degrees F
Frost-free period: 180 to 240 days
Farmland classification: Not prime farmland

Map Unit Composition

Laveen and similar soils: 100 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Laveen

Setting

Landform: Terraces
Landform position (two-dimensional): Backslope
Landform position (three-dimensional): Tread
Down-slope shape: Convex
Across-slope shape: Convex
Parent material: Alluvium derived from limestone and sandstone

Typical profile

A - 0 to 3 inches: gravelly sandy loam
Bk1 - 3 to 11 inches: gravelly sandy loam
Bk2 - 11 to 24 inches: gravelly sandy loam
Bk3 - 24 to 32 inches: gravelly sandy loam
Crk - 32 to 33 inches: bedrock

Properties and qualities

Slope: 5 to 20 percent
Depth to restrictive feature: 30 to 60 inches to paralithic bedrock
Natural drainage class: Well drained
Runoff class: Medium
Capacity of the most limiting layer to transmit water (Ksat): Moderately low to high
(0.06 to 1.98 in/hr)
Depth to water table: More than 80 inches
Frequency of flooding: None
Frequency of ponding: None
Calcium carbonate, maximum in profile: 35 percent
Salinity, maximum in profile: Nonsaline to very slightly saline (0.0 to 2.0 mmhos/cm)
Sodium adsorption ratio, maximum in profile: 2.0
Available water storage in profile: Low (about 3.2 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 7e
Hydrologic Soil Group: B

Soil Information for All Uses

Soil Reports

The Soil Reports section includes various formatted tabular and narrative reports (tables) containing data for each selected soil map unit and each component of each unit. No aggregation of data has occurred as is done in reports in the Soil Properties and Qualities and Suitabilities and Limitations sections.

The reports contain soil interpretive information as well as basic soil properties and qualities. A description of each report (table) is included.

Soil Physical Properties

This folder contains a collection of tabular reports that present soil physical properties. The reports (tables) include all selected map units and components for each map unit. Soil physical properties are measured or inferred from direct observations in the field or laboratory. Examples of soil physical properties include percent clay, organic matter, saturated hydraulic conductivity, available water capacity, and bulk density.

Engineering Properties

This table gives the engineering classifications and the range of engineering properties for the layers of each soil in the survey area.

Hydrologic soil group is a group of soils having similar runoff potential under similar storm and cover conditions. The criteria for determining Hydrologic soil group is found in the National Engineering Handbook, Chapter 7 issued May 2007 (<http://directives.sc.egov.usda.gov/OpenNonWebContent.aspx?content=17757.wba>). Listing HSGs by soil map unit component and not by soil series is a new concept for the engineers. Past engineering references contained lists of HSGs by soil series. Soil series are continually being defined and redefined, and the list of soil series names changes so frequently as to make the task of maintaining a single national list virtually impossible. Therefore, the criteria is now used to calculate the HSG using the component soil properties and no such national series lists will be maintained. All such references are obsolete and their use should be discontinued. Soil properties that influence runoff potential are those that influence the minimum rate of infiltration for a bare soil after prolonged wetting and when not frozen. These properties are depth to a seasonal high water table, saturated hydraulic conductivity after prolonged wetting, and depth to a layer with a very slow water transmission rate. Changes in soil properties caused by land management or climate changes also cause the hydrologic

Custom Soil Resource Report

soil group to change. The influence of ground cover is treated independently. There are four hydrologic soil groups, A, B, C, and D, and three dual groups, A/D, B/D, and C/D. In the dual groups, the first letter is for drained areas and the second letter is for undrained areas.

The four hydrologic soil groups are described in the following paragraphs:

Group A. Soils having a high infiltration rate (low runoff potential) when thoroughly wet. These consist mainly of deep, well drained to excessively drained sands or gravelly sands. These soils have a high rate of water transmission.

Group B. Soils having a moderate infiltration rate when thoroughly wet. These consist chiefly of moderately deep or deep, moderately well drained or well drained soils that have moderately fine texture to moderately coarse texture. These soils have a moderate rate of water transmission.

Group C. Soils having a slow infiltration rate when thoroughly wet. These consist chiefly of soils having a layer that impedes the downward movement of water or soils of moderately fine texture or fine texture. These soils have a slow rate of water transmission.

Group D. Soils having a very slow infiltration rate (high runoff potential) when thoroughly wet. These consist chiefly of clays that have a high shrink-swell potential, soils that have a high water table, soils that have a claypan or clay layer at or near the surface, and soils that are shallow over nearly impervious material. These soils have a very slow rate of water transmission.

Depth to the upper and lower boundaries of each layer is indicated.

Texture is given in the standard terms used by the U.S. Department of Agriculture. These terms are defined according to percentages of sand, silt, and clay in the fraction of the soil that is less than 2 millimeters in diameter. "Loam," for example, is soil that is 7 to 27 percent clay, 28 to 50 percent silt, and less than 52 percent sand. If the content of particles coarser than sand is 15 percent or more, an appropriate modifier is added, for example, "gravelly."

Classification of the soils is determined according to the Unified soil classification system (ASTM, 2005) and the system adopted by the American Association of State Highway and Transportation Officials (AASHTO, 2004).

The Unified system classifies soils according to properties that affect their use as construction material. Soils are classified according to particle-size distribution of the fraction less than 3 inches in diameter and according to plasticity index, liquid limit, and organic matter content. Sandy and gravelly soils are identified as GW, GP, GM, GC, SW, SP, SM, and SC; silty and clayey soils as ML, CL, OL, MH, CH, and OH; and highly organic soils as PT. Soils exhibiting engineering properties of two groups can have a dual classification, for example, CL-ML.

The AASHTO system classifies soils according to those properties that affect roadway construction and maintenance. In this system, the fraction of a mineral soil that is less than 3 inches in diameter is classified in one of seven groups from A-1 through A-7 on the basis of particle-size distribution, liquid limit, and plasticity index. Soils in group A-1 are coarse grained and low in content of fines (silt and clay). At the other extreme, soils in group A-7 are fine grained. Highly organic soils are classified in group A-8 on the basis of visual inspection.

If laboratory data are available, the A-1, A-2, and A-7 groups are further classified as A-1-a, A-1-b, A-2-4, A-2-5, A-2-6, A-2-7, A-7-5, or A-7-6. As an additional refinement, the suitability of a soil as subgrade material can be indicated by a group index number.

Custom Soil Resource Report

Group index numbers range from 0 for the best subgrade material to 20 or higher for the poorest.

Rock fragments larger than 10 inches in diameter and 3 to 10 inches in diameter are indicated as a percentage of the total soil on a dry-weight basis. The percentages are estimates determined mainly by converting volume percentage in the field to weight percentage.

Percentage (of soil particles) passing designated sieves is the percentage of the soil fraction less than 3 inches in diameter based on an oven-dry weight. The sieves, numbers 4, 10, 40, and 200 (USA Standard Series), have openings of 4.76, 2.00, 0.420, and 0.074 millimeters, respectively. Estimates are based on laboratory tests of soils sampled in the survey area and in nearby areas and on estimates made in the field.

Liquid limit and plasticity index (Atterberg limits) indicate the plasticity characteristics of a soil. The estimates are based on test data from the survey area or from nearby areas and on field examination.

References:

American Association of State Highway and Transportation Officials (AASHTO). 2004. Standard specifications for transportation materials and methods of sampling and testing. 24th edition.

American Society for Testing and Materials (ASTM). 2005. Standard classification of soils for engineering purposes. ASTM Standard D2487-00.

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Absence of an entry indicates that the data were not estimated. The asterisk "*" denotes the representative texture; other possible textures follow the dash. The criteria for determining the hydrologic soil group for individual soil components is found in the National Engineering Handbook, Chapter 7 issued May 2007(<http://directives.sc.egov.usda.gov/OpenNonWebContent.aspx?content=17757.wba>).

Engineering Properties—Beaver Creek Area, Arizona														
Map unit symbol and soil name	Pct. of map unit	Hydrologic group	Depth	USDA texture	Classification		Fragments		Percentage passing sieve number—				Liquid limit	Plasticity Index
					Unified	AASHTO	>10 inches	3-10 inches	4	10	40	200		
			<i>In</i>				<i>Pct</i>	<i>Pct</i>					<i>Pct</i>	
Bg—Bridge gravelly sandy loam														
Bridge	100	C	0-3	Gravelly sandy loam	SC, CL-ML	A-6, A-4	0- 1- 3	0- 2- 3	70-75-80	65-70-75	55-60-70	35-45-55	20-35-40	5-15-20
			3-10	Gravelly sandy clay loam, gravelly loam, gravelly sandy loam	SC, CL-ML	A-4, A-6	0- 1- 3	0- 2- 3	75-80-85	70-75-80	60-65-75	40-50-60	20-35-40	5-15-20
			10-31	Gravelly sandy clay loam, gravelly loam, gravelly sandy loam	SC, CL-ML	A-6, A-4	0- 1- 3	0- 2- 3	70-75-80	65-70-75	55-60-70	35-45-55	20-35-40	5-15-20
			31-59	Bedrock	—	—	—	—	—	—	—	—	—	—
Gu—Guest clay														
Guest	100	C	0-3	Clay	CH	A-7	0- 0- 0	0- 0- 0	100-100-100	100-100-100	95-98-100	85-90-95	50-55-60	25-28-30
			3-12	Silty clay loam	CH	A-7	0- 0- 0	0- 0- 0	100-100-100	100-100-100	95-98-100	85-90-95	50-55-60	25-28-30
			12-32	Silty clay	CH	A-7	0- 0- 0	0- 0- 0	100-100-100	100-100-100	95-98-100	85-90-95	50-55-60	25-28-30
			32-60	Silty clay loam	CL	A-6	0- 0- 0	0- 0- 0	100-100-100	100-100-100	95-98-100	80-85-90	30-35-40	20-23-25

Custom Soil Resource Report

Engineering Properties—Beaver Creek Area, Arizona														
Map unit symbol and soil name	Pct. of map unit	Hydrologic group	Depth	USDA texture	Classification		Fragments		Percentage passing sieve number—				Liquid limit	Plasticity index
					Unified	AASHTO	>10 inches	3-10 inches	4	10	40	200		
			<i>In</i>				<i>Pct</i>	<i>Pct</i>					<i>Pct</i>	
Hm—House Mountain stony loam														
House mountain	100	D	0-2	Stony loam	GM, ML	A-4, A-2	5-10-20	0-5-10	70-75-85	65-70-80	50-60-70	30-40-50	30-35-40	5-10-15
			2-8	Stony clay loam, stony loam, clay loam	GC, SC	A-2, A-4	5-10-20	0-5-10	60-85-90	50-60-80	40-45-50	30-35-40	30-35-40	5-10-15
			8-12	Stony clay loam, stony loam, clay loam	SC, GC	A-2, A-4	5-10-20	0-5-10	60-85-90	50-60-80	40-45-50	30-35-40	30-35-40	5-10-15
			12-22	Bedrock	—	—	—	—	—	—	—	—	—	—
La—Laveen gravelly sandy loam														
Laveen	100	B	0-3	Gravelly sandy loam	SC-SM, SC	A-4, A-2	0-0-0	0-0-0	75-88-100	70-75-100	40-45-70	25-30-60	20-25-30	5-7-10
			3-11	Gravelly sandy loam, fine sandy loam, loam	SC-SM, SC	A-4, A-2	0-0-0	0-0-0	75-88-100	70-75-100	40-45-70	25-30-60	20-25-30	5-7-10
			11-24	Gravelly sandy loam, fine sandy loam, loam	SC-SM, SC	A-4, A-2	0-0-0	0-0-0	75-88-100	70-75-100	40-45-70	25-30-60	20-25-30	5-7-10
			24-32	Gravelly sandy loam, fine sandy loam, loam	SC-SM, SC	A-4, A-2	0-0-0	0-0-0	75-88-100	70-75-100	40-45-70	25-30-60	20-25-30	5-7-10
			32-33	Bedrock	—	—	—	—	—	—	—	—	—	—



October 14, 2015

GBE Project: 13065.001

Mr. Ron Long, PE
Director of Public Works
Town of Camp Verde
395 South Main Street
Camp Verde, Arizona 86322

**Re: Traffic Memorandum
Castle Heights 12 Lot Subdivision, Portion of APN 408-18-181C**

Dear Mr. Long:

We are providing this Traffic Memorandum for your use in review of the proposed Castle Heights Subdivision.

Background:

The Castle Heights Subdivision is a small 12 lot subdivision proposed northeast of the intersection of North Arena Del Loma Road and North Montezuma Castle Road. The site is comprised of approximately 20 undeveloped acres. The zoning for the site is R1L-70 with minimum lot sizes of 70,000 square feet. The proposed land use is in conformance with the Town's existing Land Use Master Plan and zoning designation. The subdivision is proposed with two short cul-de-sac streets which will each serve six lots.

Existing Traffic Conditions:

Primary access to the site will be Arena Del Loma Road with the majority of traffic anticipated to use Montezuma Castle Road to travel north or south from the development. Both roads are two-lane roads. Traffic at the tee intersection of the two roads is controlled by a stop sign on Arena del Loma Road. Both roads are posted for 35 MPH. Project traffic volumes for the two roads were developed for the years 2015 and 2030 in the Verde Valley Multimodal Transportation Study (VVMTS).

Daily traffic volumes were forecasted as follows:

	2015 Forecast	2030 Forecast	Capacity Evaluation
N. Arena Del Loma	2318	3923	Under Capacity
N. Montezuma Castle Hwy.	7002	7377	Near Capacity

Proposed Conditions:

Traffic generation from the new subdivision is limited to 12 single family residences. The Institute of Traffic Engineers, Trip Generation Manual, 9th Edition, standard traffic generation rates for a single family detached housing (Code 210), were referenced to develop the following trip forecasts.

ITE Standard Trip Rates

Average Weekday = 9.52 trips per home (distribution 50% in/50% out)
AM Peak Hour = 0.75 trips per home (distribution 25% in/75% out)
PM Peak Hour = 1.00 trips per home (distribution 63% in/37% out)

Forecasted Trip Generation

Average Weekday = 12 Homes x 9.52 trips = 114.24 trips per day
AM Peak Traffic = 12 Homes x 0.75 trips x 0.75 outbound = 6.75 movements per hour
PM Peak Traffic = 12 Homes x 1.00 trips x 0.63 inbound = 7.56 movements per hour
AM Peak Traffic per Cul-de-Sac = 6 Homes x 0.75 trips x 0.75 outbound = 3.375 movements per hour
PM Peak Traffic per Cul-de-Sac = 6 Homes x 1.00 trips x 0.63 inbound = 3.78 movements per hour

Other Conditions:

A preliminary review of sight distance conditions was conducted using the guidelines set forth in the American Association of State Highway and Transportation Officials (AASHTO) Geometric Design of Highways and Streets, Rural Streets Exhibit 3.1, Stopping Sight Distances. Based on a road design speed of 45 mph on North Arena del Loma Road, a preliminary design stopping distance of 360 feet was determined. The sight distance is available in both directions at the intersection of the proposed Cul-de-Sac streets.

A preliminary review of the turning movements was conducted using guidelines set forth in the Arizona Department of Transportation (ADOT) Traffic Engineering Policies, Guidelines and Procedures Section 200. The large majority of the movements is expected to be to and from North Montezuma Castle Highway due to its direct access to the Camp Verde business district and Interstate 17. Few if any left turn movements are anticipated from the eastbound lane of North Arena del Loma and all peak hour movements were assumed to be to and from the east. Up to 4 right hand turning movements are forecasted from North Arena del Loma Road during the peak hour for each Cul-de-Sac. No warrant for a right hand turn is triggered due to the low number of movements.

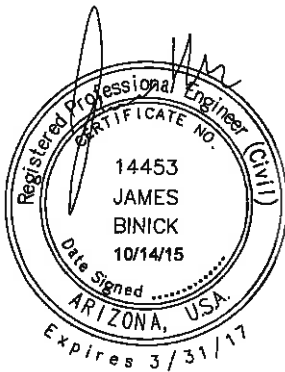
Conclusion:

- 1) The proposed development does not intersect a County or State Highway and no coordination is required with an outside agency.
- 2) No significant changes in land use designations are proposed for the development. Higher density zoning is not being sought.
- 3) No Town arterial highway access is requested.
- 4) The proposed activity will not significantly impact vehicular traffic.
- 5) Significantly less than 100 vehicular trips are generated during the AM or PM peak hours.
- 6) Sight distance conditions are met for the design road speeds.
- 7) No turn warrants have been identified for the proposed condition.

Based on the limited impact of the proposed development and low threshold of traffic generation, we do not recommend a traffic impact analysis for the proposed development.

If you have any questions or comments regarding this memorandum, please feel free to contact our office directly.

Sincerely,



James Binick, P.E.
Granite Basin Engineering, Inc.

John Bassous
Tierra Verde Holdings
PO Box 2898
Camp Verde, AZ 86322

December 15, 2015

Town of Camp Verde
Planning and Zoning Department

RE.: Letter of Waiver

As the Owner of the proposed Castle Heights sub-division, I am pleased to submit this application for Preliminary Approval. I have spent two (2) years talking with many community leaders and individual citizens seeking their input as to what would be the best use of this pristine property. After much discussion and many revisions, you have before you what should be one of Camp Verde's finest locations to live...breathtaking views, large lots, easy access to Forest Service and a rural atmosphere. I am confident that this sub-division will attract the attention of those wanting to call Camp Verde home!

In keeping with the rural theme, I am requesting a waiver for curbing and gutters. The intent is to create a low density subdivision which lends itself to rural living and will not look like a "city" lot. We want the natural vegetation and land contours to be the focus, not sterile concrete. In addition, each lot being almost 1.7 acres and only 12 lots total, the drainage issues are significantly less than higher density subdivisions. We have addressed the drainage plan elsewhere demonstrating that curbing and gutters are not necessary. Finally, this would allow for a consistency within the Town of other sub-divisions which retain the rural atmosphere.

Thank you for your consideration,



John Bassous



RESIDENTIAL AND COMMERCIAL CONTRACTOR
PO BOX 2898 CAMP VERDE, AZ 86322 (928) 567-2477
ROC 261021

3.2.2016

To: Town of Camp Verde

RE.: Letter of Exemption for Fire Sprinklers/Adequate water supply for the proposed Castle Heights Subdivision

As the Owner of the property on which the proposed Castle Heights Subdivision is to be located, I am requesting that an exemption be granted by the Town of Camp Verde for fire sprinklers/adequate water supply for the following reasons:

OPTIONS & FINANCIAL BURDEN

EXTEND WATER MAIN- This property is in the Camp Verde Water service area but without a water supply. The closest water main is 8000 feet away. The cost would exceed \$500,000 to get water to the proposed 12 lot subdivision. This would cost approximately \$41, 600 per lot to provide water to the lot line and another \$8,000 to install the actual system.

SUBDIVISION STORAGE TANK- This would require the installation of a large well (in addition to each lot well), a 120,000 gallon storage tank with a pump, and distribution of water to several hydrants. The cost would range from \$350,000 - \$500,000.

INDIVIDUAL STORAGE TANKS- Each lot would have its own storage tank, pump and overhead system. The cost would range from \$10,000 - \$15,000 per house. This requires annual inspections and other maintenance costs which adds additional burden to the home owner.

While all these are options, the cost would be so great that the project would be cancelled due to financial impracticality.

CODE FLEXIBILITY

Our current code allows for flexibility. Section B103.1 clearly states that "the Fire Chief is authorized to reduce the fire flow requirements for isolated buildings or a group of buildings in a rural area or small communities where the development of full fire flow requirements is impractical" It is within our own adopted codes to reduce the requirements where deemed impractical.

COMMUNITY PERCEPTION

Our Town has made it clear through abundant public meetings and the General Plan that it wants to preserve its rural nature and where possible and encourage low density development. Castle Heights wants to do exactly that with 12 lots spread out over 20 acres. Subdivisions with rural design and intent are usually located

away from traditional utility sources. It only is logical that you cannot always have rural design features and provide all the luxuries of urban America.

CURRENT BUILDING CODES

Under our current building code, construction methods which minimize fire hazards are already in place. There are many current and innovative materials and methods that are ignition resistant and minimize fire hazard. These features along with defensible space planning create safe buildings. Statistics are clear that today's buildings are extremely safe. We know that Fire Departments receives significantly fewer fire calls today than twenty years ago. I am not aware of any individual that frets over not having a fire sprinkler system in their home or refuses to purchase a home because it does not have a sprinkler! I believe that there is sufficient amount of fire protection built into our adopted building code.

ADEQUATE WATER SUPPLY

There are multiple fire hydrants within 3 minutes of this subdivision and the Camp Verde Fire District does have a pumper truck to utilize in similar situation around Camp Verde. Castle Heights subdivision would have the same level of fire protection as every other house in Camp Verde that does not have a fire sprinkler and is not located within 600 feet of a fire hydrant!

The current ISO rating for the Camp Verde Fire District is 10. (Those areas beyond a five mile distance of a fire station) This means that it is common practice and understood that a fire district located in a rural area with the ISO rating of 10 will have to haul water. (Versus Phoenix which is rated at 1 due to its extensive water line distribution.) Our current Fire District employs a large capacity water tender vehicle as well as a new engine company. In addition, they receive mutual aid from Rimrock, Lake Montezuma, Sedona and Verde Valley Fire

GOOD BUSINESS PRACTICE

What is proposed before you today is an upper scale subdivision which will attract buyers who desire the rural atmosphere. Construction of Castle Heights subdivision will provide jobs for over 300 individuals who are primarily based in Camp Verde. It will generate over \$8,000,000 new dollars to this community. In turn, this subdivision will encourage businesses to locate to the adjacent property, resulting in an increase of sales tax revenue to the Town which you as a Council voted to convert to C-2.

Choosing to impose unnecessary restrictions chokes out development. Land owners often seek the path of least resistance, legally splitting a large parcel into lesser parcels, creating dirt roads and unplanned development, resulting in lesser property taxes which decrease the potential revenue for the variety of different districts, including the Camp Verde Fire District, who would still be required to service this area.

I am asking you to carefully consider your decision as it can and will have a profound impact on Camp Verde.

Respectfully,



John Bassous

March 2, 2016

Town of Camp Verde
473 South Main Street, Suite 102
Camp Verde, Arizona 86322

Re: Castle Heights Subdivision

We have prepared this letter in response to comments from the Camp Verde Fire District (CVFD) at the Project Review Meeting on February 1, 2016. We understand that the Camp Verde Fire District has adopted the 2012 version of the International Fire Code (IFC) and that water supply for fire protection is a principal concern for the Castle Heights Subdivision. We appreciate the concern for fire safety and just want to emphasize that Section B103.1 of the IFC allows for decreases in fire-flow requirements under appropriate circumstances. Given the rural nature of the project and the Camp Verde community in general, *"...the fire chief is authorized to reduce the fire-flow requirement [in rural areas] where the development of full fire-flow requirements is impractical."*

Additionally, Section B103.3 cites *NFPA 1142* and the International Wildland-Urban Interface Code for areas without water supply systems. NFPA 1142 lists *occupancy hazard, construction type, structure dimensions and exposures* as principal requirements for estimating minimum water supplies. Single family residences are not listed in the *occupancy hazard* classification system; the most similar occupancy would be apartments which are considered light hazard. In regard to *construction type* the current building code integrates fire safety, regardless of *structure dimension*, with building requirements such as fire blocking, type x drywall (fire rated gypsum), elevated water heaters, smoke detectors, arc fault breakers and minimum clearances for flues and chimneys. These construction features along with defensible space planning and passive fire safety measures result in low fire potential. Furthermore, given the size of the lots (minimum 1.61 acres) *exposures* are minimal and can be completely discounted with a 50-ft minimum separation between structures.

The *International Wildland-Urban Interface Code* lists *access* and *water supply* as primary objectives. The standard also recommends *ignition resistant building materials* and *defensible space* as primary measures to prevent the spreading of fires. *Access* to the subdivision is from two (2) paved cul-de-sacs less than 500-ft in length. The streets will have a paved width of 24-ft with 28-ft turn radii and 96-ft diameter cul-de-sacs to facilitate fire truck access. A centralized water distribution system is not attainable for the Castle Heights Subdivision although sufficient *water supply* and firefighting resources are available from CVFD. The current building code already requires *ignition resistant building materials* and additional requirements will be integrated with the Final Plat to ensure each lot owner maintains *defensible space* around residential building structures.

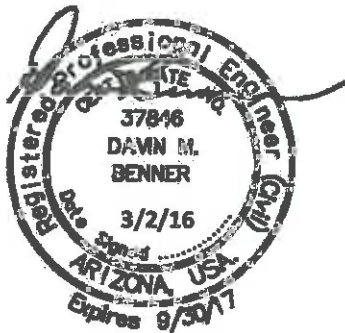
The nearest *water supply* is about 1-1/2 mile from Castle Heights and the development cost to extend the water distribution system is not financially viable for a 12-lot residential subdivision. Residential fire sprinkler systems are an accepted alternative to a centralized water distribution system but these types of systems are considerably expensive to install, especially on private well systems, and require perpetual ongoing maintenance and regular inspections to ensure proper operation. We believe *passive fire safety measures* are a more practical and effective solution given the circumstances, and we believe this is a more suitable approach.

Given the rural nature of the project and surrounding community, and considering the fact that a centralized water distribution system is not attainable, the developer is willing to impose additional requirements on the 12 single family lots to enhance fire safety. Specifically, the developer would revise the Preliminary Plat submittal to include the following items.

- *Increase side setbacks on all lots from 7-ft to 25-ft*
- *Incorporate the following supplementary building conditions on all lots*
 - *Minimum 50-ft separation between all structures*
 - *Defensible space requirements*

Please let us know if you would be agreeable to these concessions as a condition of approval.

Sincerely,



Davin Benner, P.E.
Granite Basin Engineering, Inc.



KAREN L. REINHOLD, LUTCF, Agent
Auto - Life - Health - Home and Business

400 Finnie Flat Road, Suite 2
Camp Verde, Arizona 86322
Phone: (928) 567-3374
Fax (928) 567-6538

February 29, 2016

Town of Camp Verde
RE: Subdivision to be built by Tierra Verde Builders
John Bassous, President

To Whom it May Concern:

I have been a State Farm Agent for over 30 years, and in Arizona since 1997. I was asked to give my professional opinion on the economic value versus cost of interior sprinkler protection for homes built in Camp Verde.

Sprinklers, like alarm systems, can bring peace of mind to the homeowner. However, I have never seen either justify their expense. On a home, if sprinklers are in every room of the home, including bathrooms, closets, attics and attached structures, the savings is 7% of the annual premium. For example, if a homeowner's premium is \$1000 per year, he would save \$70 per year. If sprinklers are only in the main rooms (not attics, closets, etc.), the savings is only 2%, so that same homeowner would only save \$20 per year having the sprinklers. Given that the cost to install these devices is \$10,000 to \$15,000 per home, a resident could not possibly live long enough to recoup that expense. In addition, having this expense built into the cost of the home would be a disadvantage to the builder, the buyer, and eventually the seller. The discount is quite small, which reflects the small benefit the sprinklers provide in terms of fire protection.

Please feel free to contact me should you have further questions.

Sincerely,

Karen L. Reinhold, Agent
State Farm Insurance



Town of Camp Verde
Michael Jenkins
Community Development Director
473 S. Main St., Suite 108 & 109
Camp Verde, AZ 86322
Tel: (928) 554-0051
Fax: (928) 567-7401
Email: mike.jenkins@campverde.az.gov

MEETING TRANSMITTAL FORM

PROJECT REVIEW MEETING – CASTLE HEIGHTS PRELIMINARY PLAT

Meeting Date: Monday, February 1, 2016

- **Note:** There are (2) forms of communication from the participants for this Project Review Meeting. The first form of comments comes as written statements from Town Staff and Agencies. These written comments are attached at the end of the cursory Agency verbal comments to follow. If you have any questions on these comments, please contact the Community Development Department directly at the information listed above.

MEETING PARTICIPANTS VERBAL COMMENTS

ARIZONA PUBLIC SERVICE (APS)

Representative: There was no representative present from Arizona Public Service (APS) at this meeting. Written comments received from APS indicate that there are no comments at this time. Please see attached written comments for contact information.

TOWN OF CAMP VERDE COMMUNITY DEVELOPMENT, BUILDING DIVISION

Representatives: Robert Foreman, Building Official
Emily Diver, Residential Building Inspector/Permit Technician
E-Mail: robert.foreman@campverde.az.gov; emily.diver@campverde.az.gov
Phone: 928-554-0061; 928-554-0064

Verbal Comments: There were no additional verbal comments given to the applicant at this time. Please see attached written comments.

TOWN OF CAMP VERDE COMMUNITY DEVELOPMENT DEPARTMENT

Representatives: Michael Jenkins, Community Development Director
Kendall Welch, Assistant Planner & Addressing Official
E-Mail: mike.jenkins@campverde.az.gov; kendall.welch@campverde.az.gov
Phone: 928-554-0051; 928-554-0053

Verbal Comments: Mr. Jenkins indicated that the applicant will need to add a cross section of the streets to the preliminary plat. Mrs. Welch indicated to the applicant that the proposed street names are in direct conflict with existing road names located within Yavapai County. The applicant will need to propose alternative street names. The applicant should reference the attached available and unavailable street names spreadsheet, as well as utilize the "Road Name" search function located on Yavapai County's website (<http://gis.yavapai.us>). The applicant should reference attached written comments for further information and contact information.

TOWN OF CAMP VERDE PUBLIC WORKS DEPARTMENT

Representatives: Ron Long, Town Engineer
E-Mail: ron.long@campverde.az.gov;
Phone: 928-554-0823; 928-554-0826

Verbal Comments: Mr. Long stated that his formal written comments will be forthcoming, as he has not had a chance to complete his review. Per previous discussions with Mr. Bassous, Mr. Long stated that he will support the waiver for curb and gutter and will allow the rural street section/design. Mr. Long also stated that if drainage easements and streets are to be dedicated to the Town, the language will need to be included on the plat. Formal written comments were received from Mr. Long on February 10th, 2016 and have been attached for review.

TOWN OF CAMP VERDE SEWER DIVISION

Representative: There was no representative present from the Sewer Division at this meeting. Written comments received from Jan Grogan indicate that there are no conflicts at this time as this property is not located within the sewer collection system. Please see attached written comments for contact information.

CAMP VERDE FIRE DISTRICT

Representative: Kristi Gagnon, Fire Marshal
E-Mail: KGagnon@campverdefire.org
Phone: 928-567-9401 ext 105

Verbal Comments: Mrs. Gagnon indicated that her biggest concern is for an approved water supply that is capable of supplying the required fire flow for fire protection being supplied to the proposed subdivision. Mrs. Gagnon informed the applicant that fire sprinklers are an approved alternative to the hydrant requirement. Mr. Bassous questioned how previous subdivisions such as Millwood Estates, Preserves, etc. were able to meet this requirement. Community Development Staff will research these questions and will provide an answer at a later date in time. Mr. Bassous also requested there be additional discussions on alternative requirements if necessary in order to determine the best way to move forward.

CAMP VERDE WATER SYSTEM, INC.

Representatives: Justin Bullard & Rick Tackitt
E-Mail: cvwsinc@yahoo.com
Phone: 928-567-5281

Verbal Comments: Mr. Bullard and Mr. Tackitt indicated that Camp Verde Water System does not service the area where the proposed subdivision will be located. Additional written comments have been provided to the applicant and have been included for review.

CENTURYLINK

Representative: There was no representative present from CenturyLink at this meeting. Written comments were received from Armen McNerlin, Engineer. Please see attached comments for further details and contact information.

UNISOURCE ENERGY SERVICES.

Representative: There was no representative present from UniSource Energy Services. Written comments received indicate that there are no conflicts with the proposed project.

YAVAPAI COUNTY DEVELOPMENT SERVICES – ENVIRONMENTAL UNIT

Representatives: Stacey Clark; Suzanne Ehrlich
E-Mail: stacey.clark@yavapai.us; suzanne.ehrlich@yavapai.us
Phone: 928-649-6210; 928-442-5409

Verbal Comments: Ms. Ehrlich indicated to the applicant that she would be helping Ms. Clark in processing any applications pertaining to this project from an Environmental Services Unit perspective. Ms. Ehrlich gave a brief overview of the permitting process and requirements for obtaining a Certificate of Sanitary Facilities for the subdivision. Ms. Ehrlich indicated that there is a 100 foot setback to wells; and 50 foot setback to property lines, and that all applications need to be routed through Yavapai County Development Services – Environmental Unit. Official written comments have been attached for further information.

YAVAPAI COUNTY FLOOD CONTROL DISTRICT

Representative: There was no representative from the Yavapai County Flood Control District present at this meeting. Written comments received from Vickie Lewis indicate that the proposed subdivision is not located within a FEMA Designated Special Flood Hazard Area. Please see attached comments for further information.

Sign In Sheet

<u>Name:</u>	<u>Phone</u>	<u>E mail:</u>
Kristi Gagnon	928-567-9401 ext. 105	kgagnon@campverdefire.org
Suzanne Ehrlich	928-442-5409	Suzanne.ehrlich@yavapai.us
Justin Bullard	928-567-5281	cuwsinc@yahoo.com
Rick Tackill	"	"
Stacey Clark	928-649-6210	stacey.clark@yavapai.us
Bob Simbric	928-300-2823	bobsue1948@gmail.com
Ben Bassous	928-300-9443	bbassous@tierraverdebuilders.com
JOHN BASSOUS	928-300-8804	tvbuilders@q.com
JIM BINICK	928-499-8389	jim@granitebasineengineering.com
EMILY DIVER	928-554-0064	EMILY.DIVER@CAMPVERDE.AZ.GOV
ROBERT FOLEMAN	928-554-0050	
MIKE JENKINS	928-554-0051	MIKE.JENKINS@CAMPVERDE.AZ.GOV
Kendall Welch	928-554-0053	kendall.welch@campverde.az.gov

Kendall Welch

From: Kent.Jones@aps.com
Sent: Monday, January 25, 2016 8:11 AM
To: Kendall Welch; Brandon.Echols@aps.com
Subject: RE: Castle Heights Preliminary Plat Comments?

Hi Kendall,

We have no comments. The proposed 12 lot subdivision is within our service territory and we have overhead facilities in the area to serve the project. The applicant will need to apply for service with APS when they are ready to be served.

Please let me know if you have any questions.

Thanks,

Kent

Kent E. Jones

Sr. Customer Project Manager



Arizona Public Service Company
1250 E. Highway 89A
Cottonwood, Arizona 86326

(928) 646-8469 or 873-469 Office
(928) 300-0458 Cell
kent.jones@aps.com
M.S. 4718

From: Kendall Welch [mailto:Kendall.Welch@campverde.az.gov]
Sent: Monday, January 25, 2016 8:03 AM
To: Jones, Kent E; Echols, Brandon
Subject: Castle Heights Preliminary Plat Comments?
Importance: High

USE CAUTION - EXTERNAL SENDER: (Kendall.Welch@campverde.az.gov)
Do not click on links or open attachments that are not expected.

For questions or concerns, please email the APS Information Systems Security team at

TOWN OF CAMP VERDE



Memorandum

To: Kenciall Welch, Assistant Planner

Cc: Sandy, Permit Technician

Emily Diver, Permit Technician/Inspector

Kristl Gagnon, Camp Verde Fire Marshal

From: Robert Foreman, Building Official

Date: December 30th, 2015

Re: Castle Heights Preliminary Plat Project #20150392

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

- Building Division has no comments or concerns at this time. It is agreed that all new structures and utility infrastructure will be permitted through the Building Division.

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



Town of Camp Verde
Community Development Department – Planning Division
◆ 473 S. Main Street, Suite 109 ◆ Camp Verde, Arizona 86322 ◆
◆ Telephone: 928.554.0050 ◆ Fax: 928.567.7401 ◆
◆ www.campverde.az.gov ◆

February 1, 2016

RE: Castle Heights Preliminary Plat
Application: 20150392

Mr. Bassous,

Below are my review comments for the proposed Castle Heights Subdivision Preliminary Plat.

Per Part, Section 505, Item B – Preliminary Subdivision Plat submittal Requirements, Item 6 – Proposed Streets and Easements: “Location, width and names of proposed streets, alleys, drainage ways, cross-walks, utility and access easements including all connections to adjoining platted or unplatted tracts. A typical cross-section shall be depicted on the plat where applicable describing the aforementioned improvements.”

Please add cross-section of proposed streets to preliminary plat. If streets are going to be dedicated to the Town of Camp Verde as public, please add a notation to the preliminary plat.

On Sheet 2 of the Preliminary Plat, please add a notation to the setback diagram that states “Additional drainage setbacks may apply, please see diagram below.” or similar statement.

Additional comments may be forthcoming following the outcome of today’s meeting.

Sincerely, ,

Michael Jenkins
Community Development Director
mike.jenkins@campverde.az.gov
(928) 554-0051



Handicap Relay: 711 or Voice: 1-800-842-4681 TTD: 1-800-367-8939





Town of Camp Verde
Community Development Department – Planning Division
◆ 473 S. Main Street, Suite 108 & 109 ◆ Camp Verde, Arizona 86322 ◆
◆ Telephone: 928.554.0050 ◆ Fax: 928.567.7401 ◆
◆ www.campverde.az.gov ◆

January 28, 2016

Tierra Verde Holdings LLC
Attn: John Bassous
PO Box 2898
Camp Verde, AZ 86322

RE: Review Comments:
Preliminary Plat – Castle Heights Subdivision
Parcel 404-18-181E

Castle Heights Preliminary Plat – Sheet 1:

- Please update “Project Information” with current APN (404-18-181E)
- Please update “300 Foot Buffer Ownership List” to include Parcel 404-18-158K, Kish Norma L, 1902 N Montezuma Hts, Camp Verde, AZ 86322
- Per discussions with the Addressing Official for Yavapai County, there is an existing Mountain Vista Drive in Cornville, AZ, as well as an existing Castle View Drive in Prescott Valley, AZ, along with a recently approved Castle Vista Court in the Village of Oak Creek. Therefore, the proposed street names are considered duplicates and alternative street names are required. Per Part Seven – Section 705 Item 1 of the current Planning & Zoning Ordinance, “Names should be appropriate, easy to read so that children in particular, can pronounce the name in an emergency situation. New streets must be named from a pool of historical locations, pioneer family names, local brands and native vegetation that is approved and updated by the Town Council and is available at the Community Development Department. OR the applicant has the option of submitting a list of alternate street names along with the Preliminary Plat for possible approval by the Council.”

Respectfully,

Kendall Welch
Assistant Planner/Addressing Official
(928) 554-0053
kendall.welch@campverde.az.gov



Handicap Relay: 711 or Voice: 1-800-842-4661 TTD: 1-800-367-8939



TOWN OF CAMP VERDE



Public Works Department Review Comments

To: Kendall Welch, Assistant Planner

From: Ron Long, Public Works Director

Date: February 10, 2016

Re: Review Comments for the Castle Heights Subdivision; Preliminary Plat, Preliminary Grading & Drainage Plans, Soils Report and Drainage Report.

The following comments are based upon review of the Preliminary Plat, Preliminary Grading & Drainage Plans, Soils Report, and Drainage Report for the Castle Heights Subdivision, submitted December 16, 2015. As such these preliminary documents are accepted for the Preliminary Plat and Plan approval process. The revisions can be submitted with the Final Plat.

Summary

The Plat needs some minor revisions as noted. The Grading and Drainage plans, though adequate for a preliminary submittal, need to be revised to include the level of detail necessary for the bidding and construction of the Public and Private Improvements. The soils report is complete but the road structural section is to be determined by the Town of Camp Verde Engineering Standards. The Drainage Report is also adequate for a preliminary submittal but needs to be completed to the Yavapai County Drainage Manual Phase III level for the Final Plat and Plat submittal.

Review Comments

Preliminary Plat

Sheets 1 & 2

1. Provide language for the dedication of the drainage easements to the HOA to maintain in perpetuity.
2. Add the revised Typical Roadway Section Detail to the Plat.

Grading & Drainage Plans

Sheet 1

1. Revise the Plan Set Title to Include Street Improvements and Stormwater Pollution Prevention Plan (SWPPP).

Sheet 2

2. **GENERAL NOTES**; all notes must refer to the Town of Camp Verde as the governing body that will be responsible for; reviewing & approving plans and issuing permits for this project. Yavapai County is responsible for the wells, septic, & FEMA flood control issues only.
3. **MATERIALS AND WORKMANSHIP**; Revise this note to state ". . . shall comply with the current Town of Camp Verde Standards . . ." & MAG. Remove the reference to Yavapai County Standards & YC Resolution 10-36.
4. **FINAL ACCEPTANCE**; Remove the reference to Yavapai County.
5. **STREET CLOSURES**; Any street closures or work within the Town ROW require a permit from the Town of Camp Verde Public Works Department. Any closure or work in the street will require the submittal of a Traffic Control Plan for approval prior to the start of work.
6. **PAVING NOTES**; Remove the reference to YAG Section 345 and replace it with ". . .Per Town of Camp Verde Engineering Standards".
7. **CHIP SEAL COAT**; Remove references to YAG and replace with the appropriate MAG Standard section 330
8. Provide a "Estimated Quantities Section" for the Improvements.
9. Revise the "Typical Roadway Section" detail to reference the MAG Std. Dtl.201 Type A for the thickened edge section.

Also add a note to the detail for the roadway structural section to be 3" AC over 9" AB per the Town of Camp Verde Engineering Standards Section 512D.

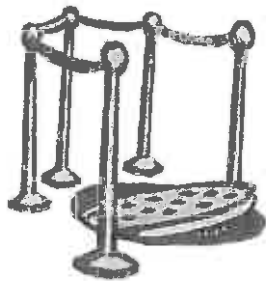
Note; the WTI soils report for this project provided the data used to determine the road structural section of 3"AC/9"AB based on Town of Camp Verde standard 512D.

Sheets 3, 4, & 5

10. Add the size of the existing drainage pipe under Arena Del Loma. *According to the drainage report it is a 27" diameter steel pipe.*
11. More detail is required for the detention basin outlets as to outlet design size and location. Include a basin & outlet design for sub-basin 3.
12. Provide an SWPPP for this development the notes/details can be included on sheets 3-5.
13. Provide construction notes and estimated quantities for the construction of the improvements.

Grading & Drainage Report

1. Complete the Phase III drainage report for this project and incorporate the basin and outlet structure design/requirements to the plans.



Camp Verde Sanitary District

P.O. Box 1205
1000 E State Rte 260
Camp Verde, AZ 86322-1205
Phone (928) 567-6794 Fax (928) 567-8832
Email jan@campverdesewer.com

1/5/2016

Town of Camp Verde
Community Development Department

RE: Project Review Form
Project Number 20150392
Castle Heights Preliminary Plat
404-18-181E

This property is not located within the sewer collection system.

I have no conflicts with this project.

Jan Grogan

Jan Grogan
928-567-6794
Manager
Sewer Department
Town of Camp Verde

Camp Verde Fire District

26 E Salt Mine Road
P.O. Box 886
Camp Verde, Arizona 86322

Phone: 928.567.9401
Fax: 928.567.2444
www.campverdefire.org



January 6, 2016

PRELIMINARY PLAT APPLICATION COMMENTS

This review is based on: 2012 International Fire Code and 2012 International Building Code.

PROJECT

CASTLE HEIGHTS SUBDIVISION
PRELIMINARY PLAT
404-18-181E
CAMP VERDE, AZ 86322

CONTACT

JOHN BASSOUS
928-567-2477

1. All portions of the fire apparatus access roadway must meet the minimum standards of the IFC:
 - a. Fire apparatus access roads with a width less than 26 feet shall be marked with permanent "NO PARKING – FIRE LANE" signs on both sides. Signs shall measure 12 inches by 18 inches, have red letters on a white background, and shall comply with Federal Department of Transportation Standards for R8-31.
 - b. All weather access roadway for use of heavy firefighting apparatus shall be provided to the immediate job site at the start of construction.
 - c. The temporary fire access route shall be at least twenty (20) feet in width, shall have an unobstructed vertical clearance of at least thirteen feet, six inches (13' 6"), and shall be capable of supporting the imposed load of fire apparatus weighing up to seventy-five thousand (75,000) pounds.
 - d. All temporary fire access routes, where required, shall be maintained until all construction is completed. Permanent fire apparatus access routes shall be completed prior to occupancy.
 - e. Arrangements shall be made to assure immediate Fire District access to the site at all times during construction. This may include signage as required by the Fire Code Official.
2. IFC 507.1 - An approved water supply capable of supplying the required fire flow for fire protection shall be provided to premises upon which facilities, buildings, or portions of buildings are hereafter constructed or moved into or within the jurisdiction.

Per the adopted Fire Protection Development Standards based on the 2012 IFC:

 - A water source capable of supplying the required fire flow, either temporary or permanent, shall be made available prior to combustible materials being brought on to the construction site.
 - Temporary water supply arrangements shall have prior approval of the Fire Code Official. If a municipal or private water service is used, all connections shall have prior approval.

Camp Verde Fire District

26 B Salt Mine Road
P.O. Box 886
Camp Verde, Arizona 86322

Phone: 928.567.9401
Fax: 928.567.2444
www.campverdefire.org



- The minimum required fire flow for any newly developed area shall be as follows:
 - o One-and two-family unit developments 1000 gpm*
*Gallons per minute at twenty (20) psi for a two (2) hour duration.
- Exception:** The Fire Code Official may allow fire flows in isolated residential developments to be met by requiring fire sprinklers in all buildings and residences when fire flows cannot be met by water storage and fire hydrants.
- The delivery of the required fire flow by private water systems is permissible, provided that:
 - a. The design and installation are based on sound engineering principles and nationally recognized good practice. NFPA Standard 24, Current Edition, "Standard for the Installation of Private Fire Service Mains and Their Appurtenances," shall be used. The system shall be designed and engineered to meet the required fire flows as established by the Fire Code Official. Engineering calculations to verify the anticipated flows shall be submitted at the time of plan review.
 - b. Provisions shall be made to keep reservoirs and tanks full and in a ready condition at all times utilizing a float system and back up generators.
 - c. The water supply shall be capable of delivering the required fire flow as required by the Table in Section 5.02-3.

Additional requirements may be forthcoming during the final plat review and once the building plans have been submitted.

PLANS ARE NOT APPROVED. Failure to identify a code violation during this process of the plan review **DOES NOT** give the permit applicant the right nor authority to violate the code. **The final installation and construction must be in accordance with the International Fire Code.**

Please feel free to contact me at (928) 567-9401 ext. 105, should you have any questions.

Sincerely,

Kristi Gagnon
Fire Marshal

CAMP VERDE WATER SYSTEM

499 S. 6TH ST.

P.O. BOX 340

CAMP VERDE, AZ 86322

(928) 567-5281

Date: January 6, 2016

Kendall Welch, Asst. Planner

Town of Camp Verde

473 S. Main Street

Camp Verde, AZ 86322

RE: Castle Heights Subdivision

Name: John Bassous

Parcel Number: 404-18-181E

Dear Mr. Welch:

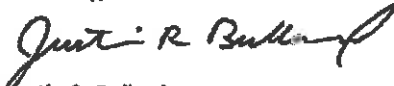
This area is in our Certificate of Convenience and Necessity (CC&N) issued by the Arizona Corporation Commission (ACC). We are regulated by the ACC and are required to follow their Rules and Regulations. We have an exclusive right to serve entities requesting service in our CC&N.

We do not currently serve this parcel and we do not have waterlines in this area. We could serve this parcel with an Advanced in Aid of Construction Agreement to extend a water main to the property.

The property owner can provide water to serve its interest as long as they do not charge for the water provided. To charge for water use is an illegal act. Further, if the developed area has more than 25 people per day being there, the water system is a Community Water System and must comply with all of the chemical analysis for providing water and have a Certified Operator maintain the water system. We comply with these requirements and are willing to provide water service to this area.

We have no objection for the approval of the requested use permit. 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.

Kendall Welch

From: Mcnerlin, Armen <Armen.Mcnerlin@centurylink.com>
Sent: Monday, January 25, 2016 7:56 AM
To: Kendall Welch
Subject: RE: Project number 20150388

My only comment for Castle Heights would be, if approved, to send a PDF file of the subdivision plat and a PDF copy of the APS plans for providing power as soon as possible. I have to submit both to a review group in Phoenix before I can design any facility placement.

Thanks and have a great day,

Armen McNerlin
Engineer II
office 928-634-2102
cell 928-821-4609
armen.mcnerlin@centurylink.com



The difference between the impossible and the possible lies in determination.

From: Kendall Welch [mailto:Kendall.Welch@campverde.az.gov]
Sent: Monday, January 25, 2016 7:46 AM
To: Mcnerlin, Armen
Subject: RE: Project number 20150388
Importance: High

Thank you. Did you have any comments on the Castle Heights Preliminary Plat application that I mailed over on 12/23/15? Project 20150392?

Kendall Welch

Assistant Planner/Administrative Assistant
Addressing Official
Community Development Department
E-Mail: kendall.welch@campverde.az.gov
Phone: (928) 554-0053
Fax: (928) 567-7401

Town of Camp Verde
473 S. Main St. Ste. 108
Camp Verde, AZ 86322
Website: www.campverde.az.gov
Or Check Us Out On Facebook: Town of Camp Verde Community Development Department

Kendall Welch

From: IFreeman@uesaz.com
Sent: Wednesday, January 06, 2016 9:45 AM
To: Kendall Welch
Cc: RMartin@uesaz.com
Subject: Project #20150392 Castle Heights Subdivision

Unisoure Energy Services has no conflicts with this project, there is no natural gas.

Irene Freeman
Planner

All messages created in this system belong to the Town of Camp Verde and should be considered a public record subject to disclosure under the Arizona Public Records Law (A.R.S. § 39-121 et seq.) Town employees, Town public officials, and those who generate email to them, should have no expectation of privacy related to the use of this technology. The content of this message may contain the private views and opinions of the sender and does not constitute a formal view and/or opinion of the Town unless specifically stated. The contents of this email and any attachments may contain confidential and/or proprietary information, and is intended only for the person/entity to whom it was originally addressed. Any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this email in error please notify the sender immediately by return e-mail and delete this message and any attachments from your system.

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. 

Yavapai County Development Services

Prescott Office

1120 Commerce Dr., Prescott, AZ 86305
(928) 771-3214 Fax (928) 771-3432



Cottonwood Office

10 S. 6th Street, Cottonwood, AZ 86326
(928) 639-8151 Fax (928) 639-8153

Addressing – Building Safety – Customer Service & Permitting – Environmental – Land Use – Planning

To: The Town of Camp Verde
Community Development Department

From: Stacey Clark, RS
Yavapai County Development Services- Environmental Unit
(928) 649-6210

Date: January 21, 2016

RE: Castle Heights Subdivision Preliminary Plat 20150392- 404-18-181E

I will be attending the project review meeting for the Castle Heights Subdivision preliminary plat. Below are my comments:

The applicant will need to provide the following information to comply with the requirements of the Arizona Department of Environmental Quality delegated rules:

Onsite wastewater-

- Request for registration of a site investigation is not complete; therefore, it is unclear if additional testing will be required.
- The applicant will be required to submit a Geological Report prepared by an Arizona Registered Engineer, Registered Geologist, or registered Sanitarian. Reports of site investigations conducted in accordance with Arizona Administrative Code (AAC) R18-9-A310 and AAC R18-5-Article 4 must be included in the geological report. If it appears that a majority of the tested lots will require alternative systems the applicant will need to either test an additional 25% of the lots in order to make a better determination of the suitability for conventional systems or agree that a provision of the Approval of Sanitary Facilities for Subdivisions, which is included in the Arizona Department of Real Estate (ADRE) public report, will let buyers know that they can expect to need an alternate system in order to develop their property and the possible costs of such systems.
- No nitrogen management calculations were provided; however, I do not see this being a problem at this time according to AAC R18-9-A309.A.8. Calculations will, however, need to be provided in the required soils report.

Certificate of Sanitary Facilities for Subdivisions-

- Application and fees (\$752.50 plus \$3.00 per lot, not to exceed \$1,052.50) for Approval of Sanitary Facilities for Subdivisions.
- Completed Solid Waste Agreements- utility service agreement; 1 from the collector and 1 from the landfill.
- Plat that is ready for recordation and includes the necessary dedication and acknowledgment notes.

Kendall Welch

From: Vickie Lewis <Vickie.Lewis@yavapai.us>
Sent: Monday, January 25, 2016 9:15 AM
To: Kendall Welch
Subject: RE: Review Comments for Castle Heights Preliminary Plat (20150392)

Yavapai County does not have any input for this project as it is not located within a FEMA-Designated Special Flood Hazard Area. However, Public Works should definitely be requiring SWPPP and NOI as a part of any grading that occurs. This is a hillside area and the area of disturbance exceeds both 1 acre and 5 acres. It also thought that Detention would be required, but again, that would be something for Ron Long/Troy Odell.

*Vickie Lewis
Hydrologist
Yavapai County Flood Control
(928) 649-6222*

From: Kendall Welch [mailto:Kendall.Welch@campverde.az.gov]
Sent: Monday, January 25, 2016 7:41 AM
To: Vickie Lewis
Subject: Review Comments for Castle Heights Preliminary Plat (20150392)
Importance: High

Good Morning Vickie,

It just occurred to me that I have not seen any review comments from you on the Castle Heights Preliminary Plat Application that I mailed on 12/23/15.
Project 20150392 - Parcel 404-18-181E.

Can you double check and let me know when you get a chance?

Thank you!

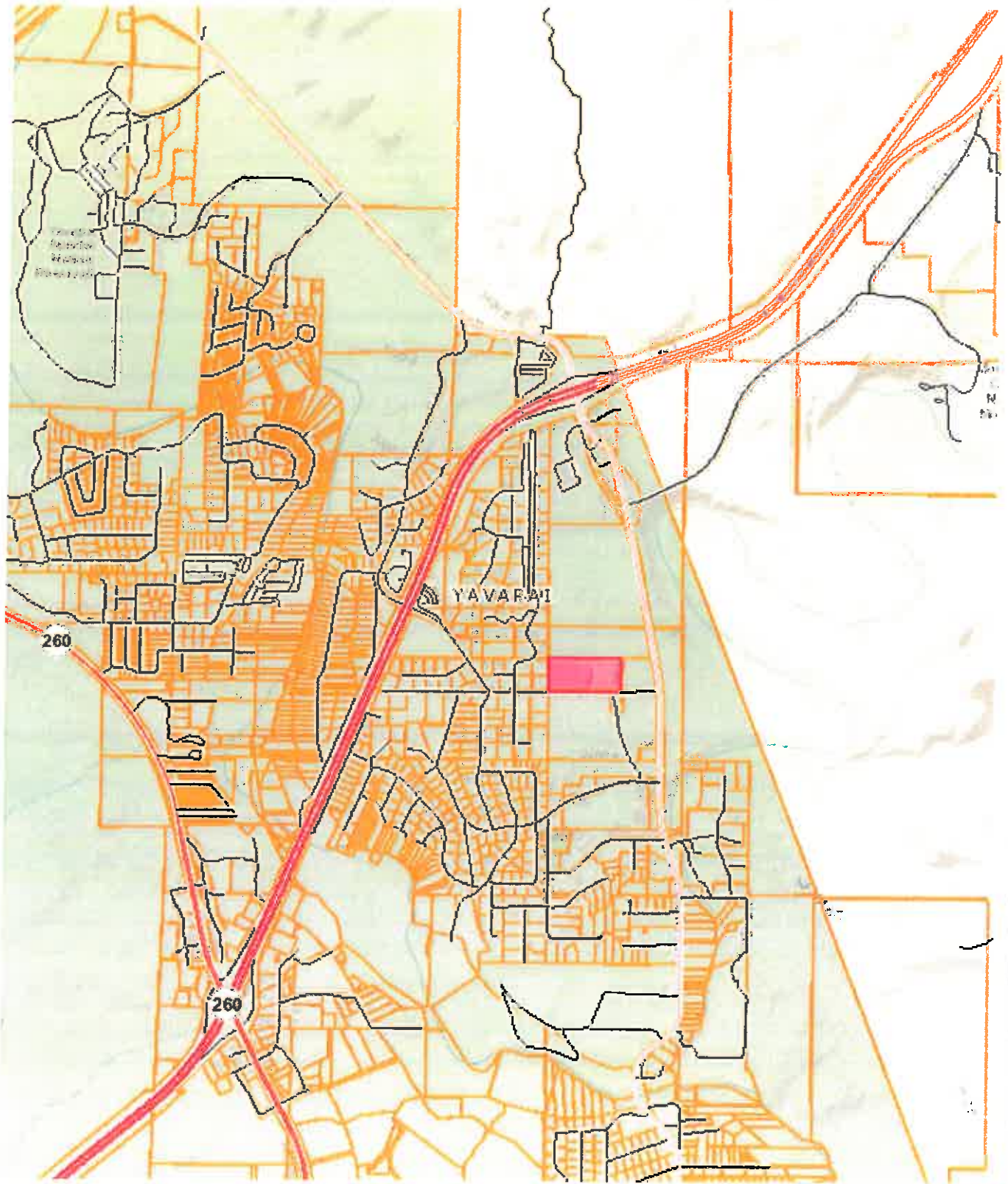
Kendall Welch

Assistant Planner/Administrative Assistant
Addressing Official
Community Development Department
E-Mail: kendall.welch@campverde.az.gov
Phone: (928) 654-0053
Fax: (928) 567-7401

Town of Camp Verde
473 S. Main St. Ste. 108
Camp Verde, AZ 86322
Website: www.campverde.az.gov
Or Check Us Out On Facebook: Town of Camp Verde Community Development Department

Hours of operations for all Town offices are Monday - Thursday 7 am to 5 pm and Friday 7 am to 11 am.

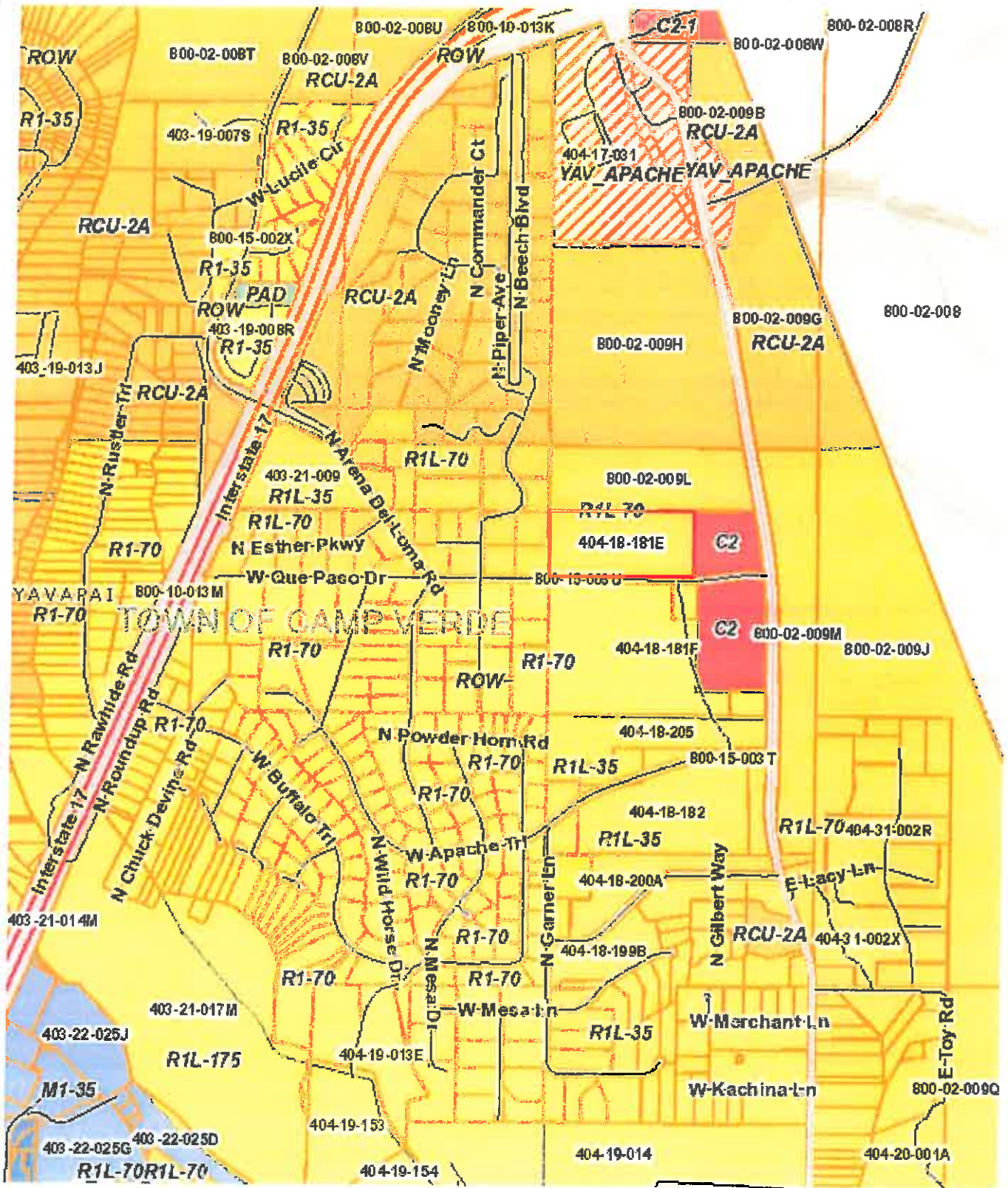
Castle Heights Subdivision - Vicinity Map



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

Map printed on: 12.21.2015

Castle Heights Subdivision - Zoning Map



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

13.



— Legislative Bulletin —

Issue 12 - April 1, 2016

Legislative Overview

Today is the 82nd day of session. Almost all activity was on the floor this week, as only a few committees heard executive nominations or had presentations. Both chambers are clearing as many bills as possible and transferring them back to the house of origin or to the governor's office. This pattern is usually a portent to the budget deliberation process.

To date 106 bills have passed, with 89 signed, and one vetoed, the cursive writing mandate.

Drones

SB1449, prohibited operations; unmanned aircraft passed the House by a vote of 57-0 this week. Sponsored by Senator John Kavanagh (R - Fountain Hills) the bill sets forth various regulations on unmanned aircraft, or "drones." The bill was amended in House Judiciary by the chair of that committee, Representative Eddie Farnsworth (R-Gilbert) to remove many of the delineations of federal and state law and simply refer to current statute. There was also a floor amendment in the House that clarified the ability of cities and towns to regulate drones in parks or preserves. The measure does have penalties for inappropriate use of drones. The bill now returns to the Senate where the sponsor is expected to concur with the House changes, and then the bill will go to a Final Read in the Senate.

Online Home-Sharing

SB1350, online homesharing administration; definitions, allows for a city, town, or other taxing jurisdiction to levy a transaction privilege, sales, use or similar tax/fee on the business of operating an online lodging marketplace such as Airbnb. The bill also prohibits municipalities from banning this type of short-term housing rental; it is sponsored by Senator Debbie Lesko (R - Peoria). The League is continuing to engage in negotiations with the proponents in order to reach a reasonable compromise on these issues, therefore the League is officially neutral. The League has made significant progress toward ensuring cities and towns will still have the tools necessary to control undesirable activities such as noise and nuisance violations, and we are rapidly approaching an equitable tax treatment solution. The sponsor continues to hold the bill off the Rules committee agenda as work continues on the final language.

Legislative Bill Monitoring

(All bills being actively monitored by the League [can be found here.](#))

SB1449: S/E prohibited operations; unmanned aircraft

SB1350: S/E online homesharing; administration; definitions

SB1248: S/E pet store operators; dealers; regulations

HB2497: S/E equipment; permits; local governments

HB2391: municipalities; water rates; requirements

HB2538: municipal bonds; tax levy

SB1524: regulatory actions; limitations

HB2384: S/E: urbanized areas; incorporation

HB2076: annexation; single property owner; exception

Legislative Bulletin is published by the League of Arizona Cities and Towns.
Forward your comments or suggestions to league@azleague.org.

4/20/2016

04/20/16 12:28 PM

To: Camp Verde Town Clerk

RE: Agenda Item 11, Regular Session, April 20, 2016

Please be advised that I am requesting that Item 11 be removed from the April 20 Regular Session Agenda.

“Public Hearing, discussion and possible approval (denial) of an exemption/waiver requested by the applicant and owner, John Bassous (Tierra Verde Holdings, LLC), to the adequate fire flow requirements for the proposed Castle Heights subdivision as located on assessor parcel number 404-18-181E and is adjacent to Arena Del Loma”

Thank You



04-20-16 10:00 AM

John Bassous
Tierra Verde Holdings

TOWN OF CAMP VERDE
Public Meeting
Sign In Sheet
Please Print

Meeting REGULAR Date 04.20.16

Name **Address** **Phone #**

John Bassods

Rob Witt

Rebe Reutehle

Bob Harris