

Support your local merchants.

**AGENDA
COUNCIL HEARS PLANNING & ZONING MATTERS
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, JUNE 25, 2014 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) Executive Session – June 13, 2014 (recorded)
 - b) **Set Next Meeting, Date and Time:**
 - 1) July 2, 2014 at 6:30 p.m. – Regular Session
 - 2) July 9, 2014 at 5:30 p.m. – Work Session
 - 3) July 16, 2014 at 6:30 p.m. – Regular Session
 - 4) July 23, 2014 at 6:30 p.m. – Council Hears Planning & Zoning Matters
 - c) **Possible authorization to hire a contractor through the Job Order Contract process to install culverts on Industrial Drive at Gaddis Wash for an amount not to exceed the amount remaining in the Stormwater Budget of \$14,900. This is an unbudgeted item. Staff Resource: Ron Long/Russ Martin**
 - d) **Possible approval of a contract with John Lamb for Magistrate services, to include payment for services and term of contract. Staff Resource: Russ Martin**
5. **Special Announcements and presentations:** There are no special announcements or presentations.
6. **Call to the Public for Items not on the Agenda.**
7. **Public Hearing, followed by discussion, consideration, and possible approval of Resolution 2014-917, a resolution of the Common Council of the Town of Camp Verde, Arizona, Yavapai County, an application submitted by Rob Witt, agent for Tierra Verde Holdings, LLC., owner of parcel 404-18-181D requesting a Minor General Plan Amendment to go from Rural Residential, 2-acre minimum to Commercial for approximately 24.95 acres located on Montezuma Castle Highway at Arena del Loma. Staff Resource: Mike Jenkins**
 - **Call for STAFF PRESENTATION**
 - **Declare PUBLIC HEARING OPEN**
 - **Declare PUBLIC HEARING CLOSED**
 - **Call for COUNCIL DISCUSSION**

8. **Public Hearing, followed by discussion, consideration, and possible approval of Ordinance 2014-A395, an ordinance of the Common Council of the Town of Camp Verde, Yavapai County, Arizona adopting an Amendment to the Zoning Map of the Planning & Zoning Ordinance for parcel 404-18-181D consisting of approximately 24.95 acres from Residential (Single-Family Limited) and Residential (Single-Family) to a zoning of C2 (Commercial: General Sales & Services). Location of property is Montezuma Castle Highway at Arena del Loma. Staff Resource: Mike Jenkins**
 - Call for STAFF PRESENTATION
 - Declare PUBLIC HEARING OPEN
 - Declare PUBLIC HEARING CLOSED
 - Call for COUNCIL DISCUSSION

9. **Public Hearing, followed by discussion, consideration, and possible approval of Ordinance 2014-A396, an ordinance of the Town of Camp Verde, Yavapai County, Arizona, adopting an Amendment to the Zoning Map of the Planning & Zoning Ordinance for parcel 403-22-019H, consisting of approximately 4.13 acres from C2 (Commercial: General Sales & Service) to a zoning of C3 (Commercial: Heavy Commercial). Location of property is on parcel 404-22-019H on the West side of State Route 260, North of I-17, approximately .39 miles on parcel 403-22-019H. Staff Resource: Mike Jenkins**
 - Call for STAFF PRESENTATION
 - Declare PUBLIC HEARING OPEN
 - Declare PUBLIC HEARING CLOSED
 - Call for COUNCIL DISCUSSION

10. **Discussion, consideration, and possible nomination of a member of Council or staff as a candidate for possible election to the Arizona Municipal Risk Retention Pool (AMRRP) Board of Trustees to fill a 4-year term that expires in 2018. Staff Resource: Russ Martin**

11. **Call to the Public for items not on the agenda**

12. **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.

13. **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.

14. **Adjournment**

Posted by: *[Signature]*

Date/Time: 6-19-2014 2:00 P.M.

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.c



Agenda Item Submission Form - Section I

Meeting Date: June 25, 2014

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

Requesting Department: Public Works –

Staff Resource/Contact Person: Ron Long/ Russ Martin

Agenda Title (be exact): Possible authorization to hire a contractor through the Job Order Contract to install culverts on Industrial Drive at Gaddis Wash for an amount not to exceed the remaining budget in the Stormwater account of \$14,900. This is an unbudgeted item.

List Attached Documents:

Estimated Presentation Time: N/A

Estimated Discussion Time: N/A

Reviews Completed by: N/A

- Department Head Ron Long Town Manager: Russ Martin

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

Fiscal Impact: Budget Code: Stormwater 410 Amount Remaining: \$14,900 _____

Comments:

Background Information:

A condition –of- purchase of the land for the Public Works Yard, Animal Shelter, and Maintenance Storage called for the Town to install a stormwater crossing at Gaddis Wash on Industrial Dr. and re-alignment of the road. The culverts will prevent stormwater from washing out the road and provide safe crossing of Gaddis Wash when it flows. Public Works has purchased the culverts for this project. The cost to install the culverts was not included in the 13/14 Budget.

Stormwater (Div. #410) will have a remaining budget of \$14,900. The remaining amount is largely because budgeted part-time labor was not completely used. Staff is requesting approval to apply the remaining budget to hire (through the JOC) a contractor to install the culverts at Gaddis Wash on Industrial Drive. Associated costs of road re-alignment or construction will be covered by the HURF budget.

Recommended Action (Motion): Move to authorize the expenditure of the remaining Stormwater budget, not to exceed the total budget, to hire a contractor through the JOC process for the installation of culverts at Gaddis Wash on Industrial Drive.

4, d

AGREEMENT

THIS AGREEMENT is entered into the date below signed by and between Common Council of the Town of Camp Verde, Arizona, hereinafter referred to as "The Council", and _____, hereinafter referred to as "_____", witnesseth:

WHEREAS, the Council desires to employ _____ as The Town Magistrate of Camp Verde, Arizona, and provide for conditions of _____'s employment; and,

WHEREAS, _____ desires to be employed as Town Magistrate of Camp Verde, Arizona, under the terms and conditions outlined herein,

NOW THEREFORE, in consideration of the mutual covenants, promises and payments hereinafter set forth, it is agreed between the parties as follows

1.

The Council hereby appoints _____ as the Town's Presiding Magistrate to perform the functions and duties specified in Section 5-2-1 of the code of the Town of Camp Verde, Arizona, and such other reasonable functions and duties as the Council may direct.

II.

This Agreement is based on the Arizona Constitution's requirement of separation of powers and the necessity of judicial independence to preserve and protect that separation. This Agreement shall set forth the parameters, guidelines, duties and rules of conduct, and compensation during the term of this Agreement. It is agreed as follows:

1. Term. This Agreement shall be effective from _____ through _____.

2. Compensation. _____ shall be paid the annual sum \$55,000.00 in twenty-six (26) bi-weekly installments and is based on a 28 hour per week schedule, which is inclusive of any on-call time, meetings, travel and education that is necessary throughout the year. The expected typical work week will consist of 26-hours per week for the period of employment. _____ shall perform all duties as set forth in Section 5-2-2 of the Town Code as well as any other duties required by law or the Judicial Code of Conduct or by the Presiding Superior Court Judge of Yavapai County. _____ shall be responsible for all payroll withholdings as required by law. The Town will withhold such amounts on behalf of the _____ as requested by him, in writing. _____ shall not be entitled to any other employee benefits, except an amount equal to the Town's retirement program contribution on the same basis as other employees of the Town. Nothing in this agreement shall prevent, limit or otherwise interfere with the right of _____ to resign at any time from the position of Magistrate. In the event _____ voluntarily resigns as Magistrate with the Town of Camp Verde before expiration of the term of employment, _____ shall give the Council sixty (60) days written notice, unless the parties otherwise agree in writing.

3. Duties. _____ shall perform all duties as set forth in Section 5-2-2 of the Town Code as well as any other duties required by law or the Judicial Code of Conduct or by the Presiding Superior Court Judge of Yavapai County. _____ shall assist in the preparation of the budget for the municipal court and shall report to the Town Council regarding the state of the municipal court upon request. _____ shall perform the duties of Presiding Town Court Magistrate pursuant to all laws, ordinances and rules of the State of Arizona, Town of Camp Verde and Arizona Supreme Court. He shall devote such time as necessary to cause the Town Court to function in a proper manner and may use assistant magistrates within the constraints of the approved budget of the Town Court.

4. Conditions of Employment.

- (a) _____ shall preside as Presiding Magistrate over the Town of Camp Verde Municipal Court System and other assistant magistrates of the Camp Verde Municipal Court whether full time or part time.
- (b) _____ shall at all times insure that his conduct as Magistrate of the Town Court of the Town of Camp Verde does not violate the Code of Judicial Conduct, Rule 81 of the Rules of the Arizona Supreme Court, dated September 1, 2009, and any other Rule or law governing the conduct of magistrates during the terms of this Agreement.
- (c) The Town shall also bear full cost of any fidelity or other bonds required of _____ under any federal, state or local law or ordinance.
- (d) _____ shall not during his term of employment commit any act which would be grounds for dismissal pursuant to the Personnel Rules and Regulations of the Town of Camp Verde.
- (e) The Town shall defend, save harmless and indemnify _____ against any tort, professional liability claim or demand or other legal action, whether meritorious or not, whether groundless or otherwise, arising out of any alleged act or omission occurring in the performance of _____'s duties.
- (f) _____ shall make available to the citizens/ customers, a Customer Service Survey evaluation in the lobby of the Camp Verde Court at all times.

5. Training and Support. The Town will pay all necessary dues, membership fees, publication/subscription fees for legal materials and other required supporting materials, subject to proper budgetary authority. _____ shall be allowed to attend at Town expense, subject to proper budgetary approval, any conferences, training sessions, or seminars that are related to the functioning of the Town Court, criminal law, or criminal procedure. The Town shall provide suitable municipal court facilities and staff.

6. Termination. During the term of this Agreement, _____ may be removed from office for violation of this Agreement by the Town Council of the Town of Camp Verde. Notice of removal of office shall be delivered in writing to the Magistrate and _____ shall have the right to request a hearing before the Town Council of the Town of Camp Verde. Any such request for hearing and any hearing shall be in accordance with Section 1401 C of the Personnel Manual of the Town of Camp Verde, except that said hearing shall be before the Town Council of the Town of Camp Verde and not the Personnel Board.

IN WITNESS WHEREOF, the Town of Camp Verde, Arizona, has caused this agreement to be signed and executed in its behalf by its Mayor, and duly attested by its Town Clerk, and _____ has signed and executed this agreement, both in duplicate, the day and year first above written.

DATED this _____ day of _____ 2014

APPROVED:

APPROVED AS TO FORM:

Charles German, Mayor

Bill Sims, Town Attorney

ATTEST:

ACCEPTED:

Deborah Barber, Town Clerk

John Lamb



Town of Camp Verde

Exhibit A - Agenda Item Submission Form – Section I

Meeting Date: 6-25-2014 Town Council

- 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, Consideration possible approval of Resolution 2014-917 a Resolution of the Town of Camp Verde, Yavapai County, Arizona on GPA 201410093 an application submitted by Rob Witt agent for owner Tierra Verde Holdings, LLC for parcel 404-18-181D requesting a Minor General Plan Amendment to go from Rural Residential 2 acre minimum to Commercial for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma.

List Attached Documents: Application, Directions to Property, Letter of Intent, Neighborhood meeting affidavit, Agency Comments, Site Plan, Vicinity Map, Land Use Map, Zoning Map of Adjacent properties.

Estimated Presentation Time: 15 min.

Estimated Discussion Time: 60 min.

Reviews Completed by: Michael Jenkins

Department Head: Michael Jenkins

Town Attorney Comments:

"What does GPA 20140093 mean?" Staff removed this language as it was not needed. Add "E" to the first whereas.

Finance Department

Fiscal Impact: N/A

Budget Code: N/A **Amount Remaining:** N/A

Exhibit B – Agenda Item Submission Form – Section II (Staff Report)

Town of Camp Verde Town Council 6-25-2014

Agenda Item Submission Form – Section II (Staff Report)

Department: Community Development

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

Contact Information: (928) 554-0051

Background:

Parcel 404-18-181D is comprised of a total of 92.49 acres. This minor General Plan amendment will be for a 24.95 acre portion of the 92.49 acres and is located adjacent to Montezuma Castle Hwy. on both sides of Arena Del Loma. This amendment will be a minor amendment as the proposed portion to be amended does not fall within the criteria of a Major General Plan amendment which is:

- **Significant change to the Circulation Element such as but not limited to:**
 1. **A Change in the functional classification of existing or planned public roadways.**
 2. **The relocation or displacement of existing or planned public roadways.**
- **Proposed development uses more than 15 acre feet* of potable** water per year***.**
- **Any land use amendment contiguous to property previously amended through the minor amendment process.**
- **Contiguous to a growth area and 100 acres or greater in size**
- **Not contiguous to a growth area and 25 acres or greater in size.**
- **Text change in conflict with approved General Plan.**

***Acre-foot – 325,851 gallons, enough water to cover an acre in depth of one foot.**

****Potable water – water that is safe for human consumption and many other uses such as washing and cooking. (Per the General Plan)**

*****15 acre feet of potable water is enough for approximately 48 single family residential units and approximately 44 multi-family residential units. The amount of commercial development that 15 acre feet of potable water can sustain depends on the type of commercial use. (Per the General Plan)**

This proposed Minor General Plan Amendment is to go from Rural Residential 2 acre minimum to commercial.

Per a portion of the applicant's letter of intent:

"This proposed Minor General Plan Amendment will encourage economic development of land that can take advantage of its proximity to Montezuma Castle and Cliff Castle Casino. The 500,000 visitors to the Castle and 800,000 cars annually that visit the Casino have nowhere to spend money in Camp Verde and the Town does not benefit from this very large number of visitors. By amending the General Plan to allow for Commercial on this property, this will help bring revenue to the community."

The following has been completed by the applicant and staff:

- The applicant mailed out letters to the neighboring property owners within 300' of the subject property and invited them to a meeting to express concerns and comments. In addition the property was posted with the meeting information.

The meeting was held May 14, 2014 at 395 S. Main St. Suite 310 from 1:00 pm to 2:00 pm, a staff member was present. There were 4 neighbors who attended the meeting.

The following is a summary of questions and answers: Neighbors were concerned about:

The commercial Development would be too close to their properties.

The views from their homes.

Having to connect to sewer.

Environmental issues.

Traffic impacts for the school.

Lighting impacts.

Sales of alcohol.

See detailed comments & answers which are included in the packet.

- 11 letters were mailed to properties within 300' of the subject parcel on May 14, 2014. This letter advised the neighbors of the Planning & Zoning Commission and the Town Council meeting times and dates.

Agencies were notified. The responses are as follows:

Town of Camp Verde Building Official – No Comment

Town of Camp Verde Community Development Director – Research comments are provided in the staff report.

Town of Camp Verde Town Engineer – No Comments at this time.

Yavapai County Flood – This parcel is not located in a FEMA or district-regulated flood plain. Flood has no flood-related issues with the proposal.

Yavapai County Environmental Services – No comments received.

Yavapai County Planning- No objection to this proposal

Yavapai-Apache Nation- No comments received.

US Forest Service- No comments received.

Yavapai County Board of Supervisors- No comments received.

Arizona Department of Water Resources- No comments received.

Northern Arizona Council of Governments- No comments received.

Cottonwood City Council- No comments received.

Arizona Department of Commerce- No comments received

Recommendation by Commission

6. ***Public Hearing, Discussion and Possible Recommendation (or denial) to Council, an application submitted by Rob Witt agent for owner Tierra Verde Holdings, LLC for parcel 404-18-181D requesting a Minor General Plan Amendment to go from Rural Residential 2 acre minimum to Commercial for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma.***

On a Motion by Hough seconded by Blue Commission recommends approval to Council on the application submitted by Rob Witt agent for owner Tierra Verde Holdings, LLC for parcel 404-18-181D requesting a Minor General Plan Amendment to go from Rural Residential 2 acre minimum to Commercial for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma. Commissioner Parrish opposed

Recommended Motion: A Motion to approve (or deny) Resolution 2014-917 for a minor General Plan Amendment 20140093, an application submitted by Rob Witt agent for owner Tierra Verde Holdings, LLC for parcel 404-18-181D requesting a Minor General Plan Amendment to go from Rural Residential 2 acre minimum to a Commercial Land Use designation for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma.



RESOLUTION 2014- 917 DRAFT

A RESOLUTION OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, YAVAPAI COUNTY, AN APPLICATION SUBMITTED BY ROB WITT AGENT FOR TIERRA VERDE HOLDINGS, LLC, OWNER OF PARCEL 404-18-181D REQUESTING A MINOR GENERAL PLAN AMENDMENT TO GO FROM RURAL RESIDENTIAL 2 ACRE MINIMUM TO COMMERCIAL FOR APPROXIMATELY 24.95 ACRES LOCATED ON MONTEZUMA CASTLE HWY. AT ARENA DEL LOMA.

WHEREAS, The Town of Camp Verde adopted its General Plan on December 1, 2004 through Resolution 2004-614 and ratified by voters on March 8, 2005, and

WHEREAS, public notice and agency contact concerning Minor General Plan Amendment 20140093 has been accomplished as required by law, including holding at least one public hearing by the legislative body prior to amending a general plan pursuant to Arizona Revised Statute, and

WHEREAS, amending the existing General Plan is required in order that the rezoning proposed under Zoning Map Change 20140094 from R1L-70 and R1-70 to C2 will conform to and consistent with the General Plan as stated in the Arizona Revised Statute.

NOW THEREFORE, be it ordained by the Common Council of the Town of Camp Verde.

The General Plan of the Town of Camp Verde is hereby amended to change the Land Use of parcel 404-18-181D from Residential to Commercial as shown on EXHIBIT A

Passed and adopted the 25th day of June 2014.

PASSED AND ADOPTED AT A REGULAR SESSION OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA ON JUNE 25, 2014.

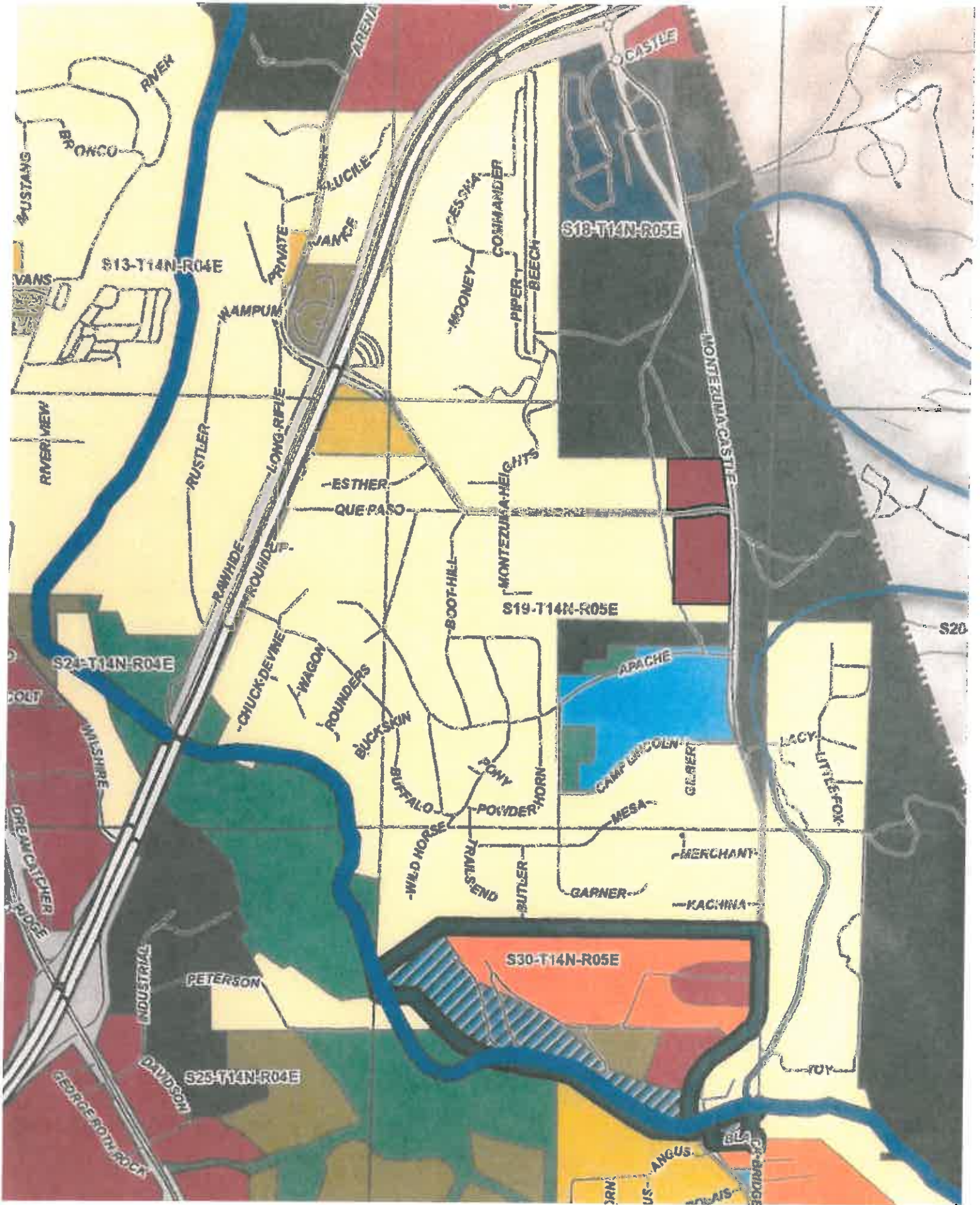
Charles German, Mayor

Date: _____

Approved as to form: _____
Town Attorney

Attest: _____
Deborah Barber, Town Clerk

EXHIBIT A



General Plan Check List

Proof of Ownership

***Directions to Property**

Legal Description

***Letter of Intent (Narrative)**

Agency Comments

- Notification List
- Responses

Public Participation, Neighborhood meeting, completed. Date: 5-14-2014

- Copy of letter sent to neighbor's within 300'
- Posting of Property by applicant (photo)
- Affidavit attesting to notification of neighbors
- Sign in sheet
- ***Affidavit of summary of meeting**
- ***Statement of how the applicant addressed neighborhood concerns**

Letter of request to be annexed into the Camp Verde Fire District or letter from the Camp Verde Fire District stating that applicant is already in the Camp Verde Fire District.

***Maps**

- Land Use Map
- Vicinity Map

***Staff Report**

Will include summary of agency & citizen's comments, Town requirements, and applicant's narrative as it addresses requirements for application and recommended stipulations if approved (if any).

*** Resolution (for Council)**

Advertising & Posting has been completed & meet State Law Requirements.

Reviewed and approved by Town Attorney.

NOTE: * indicates that this information is included in the packet.



Land Use Application Form

Project #: 20140093

Case: 14-13

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 | |
| 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: Castle Heights LLC Applicant Name: JOHN BRASSORS & R&B W.T.T

Address: 400 W. PUBLIC BLVD Address: 400 W. PUBLIC BLVD

City: CAMP VERDE State: AZ Zip: 86322 City: CAMP VERDE State: AZ Zip: 86322

Phone: 928-253-4274 Phone: _____

E-mail: TJ@brassors.com E-Mail: _____

4. Property Description: Parcel Number 404-18-181D Acres: 25

Address or Location: Maintenance Castle Hwy and Access Rd Camp

Existing Zoning: R1-70 / R11-70 Existing Use: Res Development

Proposed Zoning: C-R Proposed Use: Commercial

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

Minor Plat Development for Access Rd at the end of the lot. For maintenance Castle Hwy location.

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: _____ Date: _____ 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: [Signature] Date: 3/2/14



Directions to Property

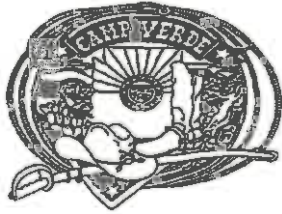
Assessor's Parcel Number 404-18-181D

Applicants Name Castle Heights LLC

Property Address _____

Directions To Property:

Montezuma Castle Highway North to Arcata del Luna



TOWN OF CAMP VERDE
Community Development Department
473 S. Main Street, Suite 108
Camp Verde, AZ 86322
(928) 554-0050 • Fax (928) 567-7401
Website: www.campverde.az.gov

*Designation of Agent
Property Development*

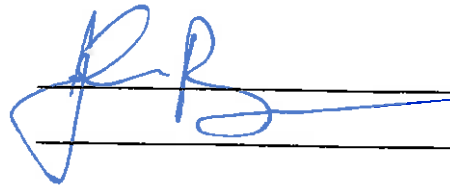
Parcel Number: 404-18-181D Date: 6-12-14
Owner: TIERRA VERDE HOLDINGS, LLC - John BASSOUS
Address: PO Box 2898 CAMP VERDE, AZ 86322
Phone: () 928-567-2477 E-mail: _____

WHEREAS, the above property owner is seeking to develop or improve real property within the municipal limits of the Town of Camp Verde, Yavapai County, Arizona, which will require the filing, processing, and payment of certain zoning, construction and inspection permits and reports, both from the Town and related agencies, and

WHEREAS, the owner elects to designate an agent with authority to file and process all necessary permits and information related to property zoning and improvement, including the authority to pay fees and consent to inspections,

NOW THEREFORE, the undersigned owner hereby designates Rob Witt
_____, whose address is: _____

as agent to file the permit applications and related documents with the Town of Camp Verde, with such authority to continue to December 31, 20 14, or the application process is complete, whichever is later, or as may be earlier revoked in writing.


_____, Owners (s)

Camp Verde Planning Department

RE: General Plan amendment Castle Heights a portion of county parcel number 404-18-181D

This proposed General plan amendment will encourage economic development of land that can take advantage of its proximity to Montezuma Castle and Cliff Castle Casino. The 500,000 visitors to the castle and 800,000 cars annually that visit the casino have nowhere to spend money in Camp Verde and the Town does not benefit from this very large number of visitors. By Amending the general plan to allow for Commercial on this property this will help bring revenue to the community.

The proposal is primary in meeting the town councils desire to develop an economic base in the community.

The proposal does comply with existing state and federal law

The amendment is not required because there are no other areas of C-2 on the land map.

The proposed amendment will be a significant improvement to the general plan and designate land that would naturally be commercial as such instead of having residential land front the highway coming into the town.

The amendment will benefit the entire community. Developing commercial land gives a direct financial benefit to the town, the fire district and the school district with very little cost incurred to provide additional services.

Since there has not been a commercial property developed in the area for over 7 years there are no other developments here to compare this development to.

The community will be positively affected by altering the current land use map and increasing traffic to this location that currently drives to Montezuma's castle or Cliff Castle from the freeway and turns around and goes back without seeing our community. There will be scheduled Infrastructure improvements, and increased traffic. Since the current land use is vacant undeveloped by definition developing the land is not compatible with having it undeveloped.

This proposal is compatible with the intent of the General Plan.

Minor General Plan Amendment Public Meeting Affidavit:

**By John Bassous
Tierra Verde Holdings
Owner Camp Verde Tax parcel 404-18-181D**

This meeting for the Minor Plan Amendment was held simultaneously with the Zoning Map change meeting and the notes from this meeting are exactly the same as those from the Minor Plan Amendment Meeting. I John Bassous Owner of Parcel 404-18-181D have notified my neighbors within 300' of this parcel, by sending letter on April 26, 2014 to notify them of the neighborhood meeting that I conducted on the Wednesday May 14th AT 1:00 PM at the Camp Verde Parks and Recreation Conference Room 310.

I John Bassous owner of Parcel 404-18-181D have provided a summary of the neighborhood meeting I conducted to the Planning and Zoning Department held on the 14th Day of may 2014

Statement: Five concerned neighbors came to the meeting. These neighbors where Vearl and Doti Franklin, Paul and Jan Hawk, and Terry Keller. Terry Keller Represented the Fire Department and expressed approval for the change.

Both the Franklin and the Hawks are long term residents of the area and have a number of concerns;

1. They are concerned that the commercial development would be too close to their properties.
 - a. At the meeting we pointed out the location of the commercial line and after the meeting I went to the County GIS site and used the measuring tool. The distance from the closest corner of the Franklin's parcel to the commercial property on the County GIS site measures 1,572.33 Linier Feet.
 - b. The distance from the corner of the Hawks Parcel to the commercial line was determined in the same way and is approximately 1,463.37 Linear Feet.
2. Both couples also expressed concern about the view from their homes. This was a difficult thing to address at the meeting since we could not actually look from their perspective at the property.
 - a. Since the meeting I have gone out to the property and tried to determine the impact on each home owner. The Hawks home is on the high portion of Lot 404-18-158M. The home itself is located at approximately 3340 foot elevation. From the corner of their property the hill is fairly flat for 575 feet look south east in the direction of the proposed commercial property at that point the land begins to slope away from the property and by the time you travel the 1500 linear feet from the property the elevation ranges from 3280 all the way down to 3200 at the lowest point. Because the Hawks Property is located on the south west slope of the hill change in view from the Hawks property may be negligent and likely not visible from their property.

- b. The property the Franklins live on is parcel number 404-18-106. Its base elevation is 3200 Feet. This property is at the same elevation as the lowest portion of the proposed commercial property. Due to the topography only a small portion of the property is visible from the Franklins property. The Franklins concerns about the final appearance of a development should be considered in this process. Depending upon the height of buildings located on the lower southern self of the property these buildings may be directly visible to the Franklins.
3. Both the Hawks and the Franklins expressed concern about being forced to connect to a sewer if one is constructed on this land.
 - a. This would not be something that is inside of the developers control but we would hope that property owners near a development that we work on would not be penalized due to the proximity to our projects.
4. Both the Hawks and the Franklins expressed concern about developing the property at all and want to make sure the environmental issues have been considered. They specifically are concerned that the snakes might migrate toward their properties if the land is disturbed.
 - a. This has not been an issue in any other projects we have faced but I think it is a valid issue and need to be considered. If the property is developed the existing animals that live there will be displaced and migrate to other locations. While this will not be a long term issue making sure that all residents are conscious of the issue will be important.
5. Both parties want to make sure that traffic impact on the school is considered.
 - a. Traffic impact will be an engineering consideration of the construction and at this time it is difficult to calculate the impact until users are identified, but this is an important consideration for any projects success.
6. The Hawks expressed concern for the impact of lighting on their home. They enjoy the wonderful dark nights and the view of the stars and want to make certain this is considered.
 - a. We share their love for the sky and support the lighting ordinances the town has adopted.
7. Both couples wanted to know if Alcohol would be served on the property.
 - a. We would share the concerns of the Franklins and Hawks as to Alcohol sales and leave the enforcement of these codes to the town in issuing permits to business's close to the schools.
8. A general topic of the meeting was commercial development and the need of the community to increase its income. The applicant pointed out that normally communities benefit from developing their land to the highest and best use. Taxes and sales from commercial development generally provide a great deal of the resources needed to fund Schools, Fire Protections and Local government and developing property that is one a main entrance to the town is a natural application of this process. The applicant also pointed out that the Yavapai Apache Nation has plans that are all commercial for their land and would like to trade for the forest service piece that is between their current land the this parcel. If that happens Camp Verde may be giving all of the commercial revenue producing opportunities to the nation.

- a. The Franklins and the Hawks listened to this discussion, but did not agree with the logic. They would like to see the down town developed first and only after the down town is filled will they support additional commercial development.

The meeting ended on a good note with everyone having been given the opportunity to express their concerns.

By  _____

STATE OF ARIZONA)
)ss.
COUNTY OF YAVAPAI)

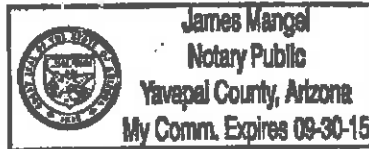
The foregoing instrument was acknowledged before me, the undersigned notary public in and for said county and state, this 20th day of May, 2014, by Robert M. Witt, Manager of VERDE INCOME PARTNERS II, LLC, an Arizona limited liability company, for and on behalf of said limited liability company.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.



Notary Public

My Commission Expires:
9-30-15



TOWN OF CAMP VERDE



Memorandum

To: Mike Jenkins, Community Development Director

Cc: Kendall Welch, Permit Technician

Kristi Gagnon, Camp Verde Fire Marshal

Jenna Owens, Assistant Planner

From: Robert Foreman, Building Official

Date: March 20, 2014

Re: Minor General Plan Amendment and Zoning Map Change #GPA21040093 and AMC20140094

Building Department has the following comments on the General Plan Amendment and Zoning Map Change applications. These comments are preliminary in nature only, and are subject to change.

- Building Department has no comments.

A handwritten signature in black ink, appearing to read "Robert L. Foreman", with a long horizontal line extending to the right.

Robert L. Foreman
Building Official
Town of Camp Verde
473 S. Main St. Ste 108
928-567-8514 ext 112
Robert.foreman@campverde.az.gov

Jenna Owens

From: Tammy DeWitt <Tammy.DeWitt@yavapai.us>
Sent: Monday, March 31, 2014 12:41 PM
To: Jenna Owens
Subject: Minor General Plan Amendment GPA 20140093 & ZMC 20140094

Dear Mrs. Owens,

Thank you for the opportunity to review this application. Yavapai County Development Services Department has no objection to this proposal as presented in the application.

Please be advised that the above comments do not necessarily reflect the opinion of the Yavapai County Planning & Zoning Commission or the Board of Supervisors or other departments within Yavapai County.

Thank you for allowing Yavapai County to comment on this proposal. If you have any questions regarding this information, please feel free to contact me at (928) 639-8151.

Cheers,
Tammy

Tammy DeWitt, Senior Planner

Yavapai County Development Services

Planning and Land Use Unit

Prescott: (928) 771-3214 Verde: (928) 639-8151

E-mail: Tammy.dewitt@yavapai.us

Development Services Offices is open Monday through Friday- 7:00 a.m. to 5:00 p.m.. Inspections will be performed Monday through Friday.

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. 

Jenna Owens

From: Vickie Lewis <Vickie.Lewis@yavapai.us>
Sent: Monday, May 12, 2014 3:37 PM
To: Jenna Owens
Subject: RE: Review Comments

Sorry about that. This parcel is not located within a FEMA or district-regulated flood plain. We have no flood-related issues with the proposal.

*Vickie Lewis
Hydrologist
Yavapai County Flood Control
(928) 649-6222*

From: Jenna Owens [mailto:Jenna.Owens@campverde.az.gov]
Sent: Monday, May 12, 2014 3:31 PM
To: Vickie Lewis
Subject: Review Comments

Hello Vickie,
Just a reminder, we are looking for comments on our Castle Heights minor General Plan Amendment and Zoning Map Change, parcel 404-18-181D. Comments are due on May 19th. Thank you!

Respectfully,

*Jenna Owens - Assistant Planner
Town of Camp Verde
473 S. Main St. Suite 109
Camp Verde, AZ 86322*

*Phone: (928) 554-0053
Fax: (928) 567-7401
jenna.owens@campverde.az.gov*

Hours of operations for all Town offices are Monday - Thursday 7 am to 5 pm and Friday 7 am to 11 am.

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Please consider our environment before printing this email. 

**TOWN OF CAMP VERDE
COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION
APPLICATION REVIEW FORM**

DATE: March 20, 2014

TO:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Town Engineer | <input type="checkbox"/> ADOT |
| <input type="checkbox"/> Park and Recreation Department | <input type="checkbox"/> Camp Verde Water District |
| <input type="checkbox"/> Community Development Dir. | <input type="checkbox"/> Camp Verde Sanitary District |
| <input type="checkbox"/> Building Official | <input type="checkbox"/> Verde Lakes Water District |
| <input type="checkbox"/> Fire Department | <input type="checkbox"/> Marshal's Department |
| <input type="checkbox"/> Verde Valley Fire Department | <input type="checkbox"/> School District |
| <input type="checkbox"/> Yavapai County Planning | <input type="checkbox"/> U.S Forest Service |
| <input type="checkbox"/> Yavapai County Flood Control | <input type="checkbox"/> City of Cottonwood Planning |
| <input type="checkbox"/> Yavapai County Development Services - | <input type="checkbox"/> Other _____ |
| | <input type="checkbox"/> Project Review:
Contact Agent, Owner & Engineer |

FROM:

Name: Jenna Owens Position: Asst. Planner
Town of Camp Verde
473 S. Main Street Suite 109 • Camp Verde, AZ 86322
Tel. (928) 554-0053 • Fax (928) 567-7401
E-mail: jenna.owens@campverde.az.gov

**Application Type: Minor General Plan Amendment and Zoning Map Change
Project Number: GPA 20140093 & ZMC 20140094**


GPA 201410093 an application submitted by Rob Witt owner of parcel 404-18-181D requesting a Minor General Plan Amendment to go Rural Residential 2 acre minimum to Commercial for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma.

ZMC 201410094 an application submitted by Rob Witt owner of parcel 404-18-181D requesting a Zoning Map Change to go from R1L District (Residential: single-family limited) and R1 District (Residential: single-family) to C2 District (Commercial: General sales and services) for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma.

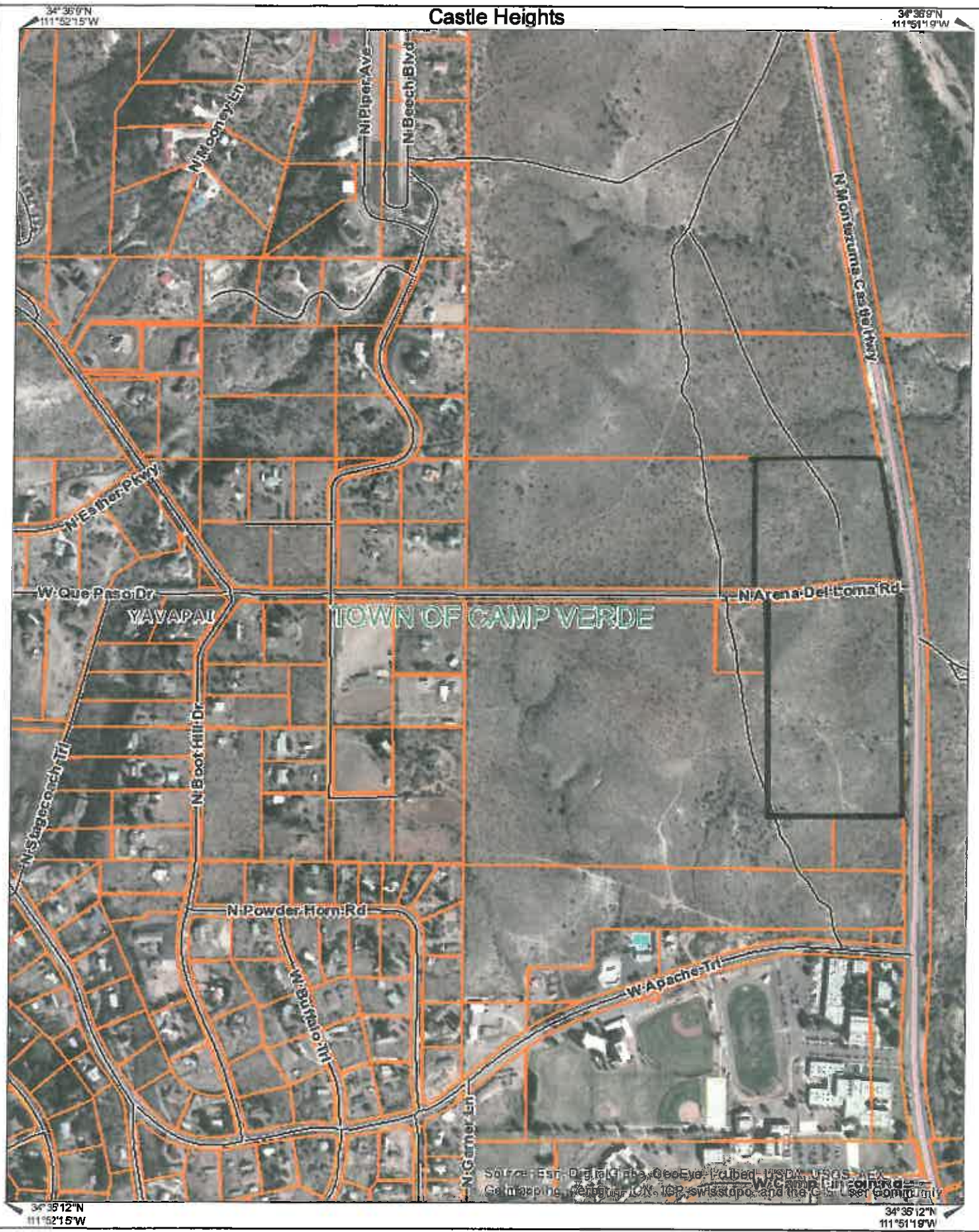
A copy of the proposed project is attached and has been forwarded to you for your review and comment. **PLEASE RESPOND NO LATER THAN May 19, 2014** The Planning & Zoning Commission meeting is tentatively scheduled for 06-05-2014 and Town Council meeting is tentatively scheduled for 06-25-2014.

Please e-mail, fax or mail us your comments. If you have no comment, please notify us that you have "no comment".

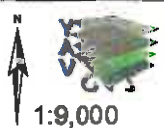
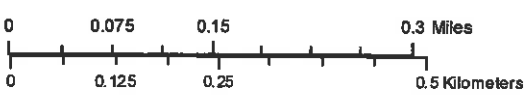
Should you have any questions or concerns, please contact us at (928) 554-0053.

No Comment at this Time..!
(PUBLIC WORKS) 

Castle Heights



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.

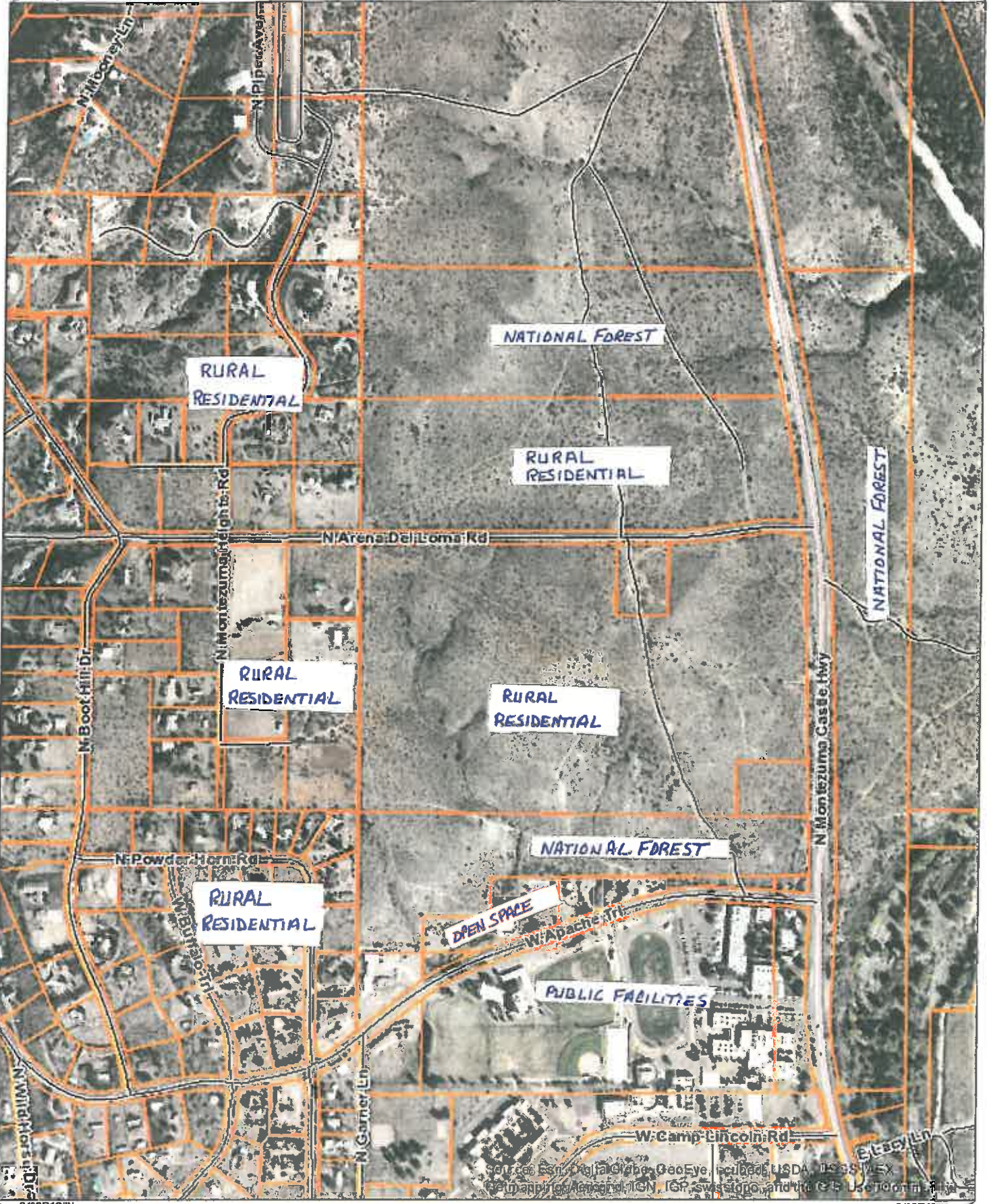


1:9,000

Land Use Map

34°36'7"N
111°52'9"W

34°36'7"N
111°51'13"W

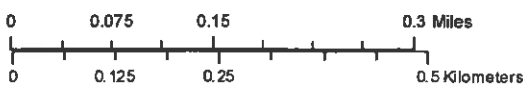


34°35'10"N
111°52'9"W

34°35'10"N
111°51'13"W



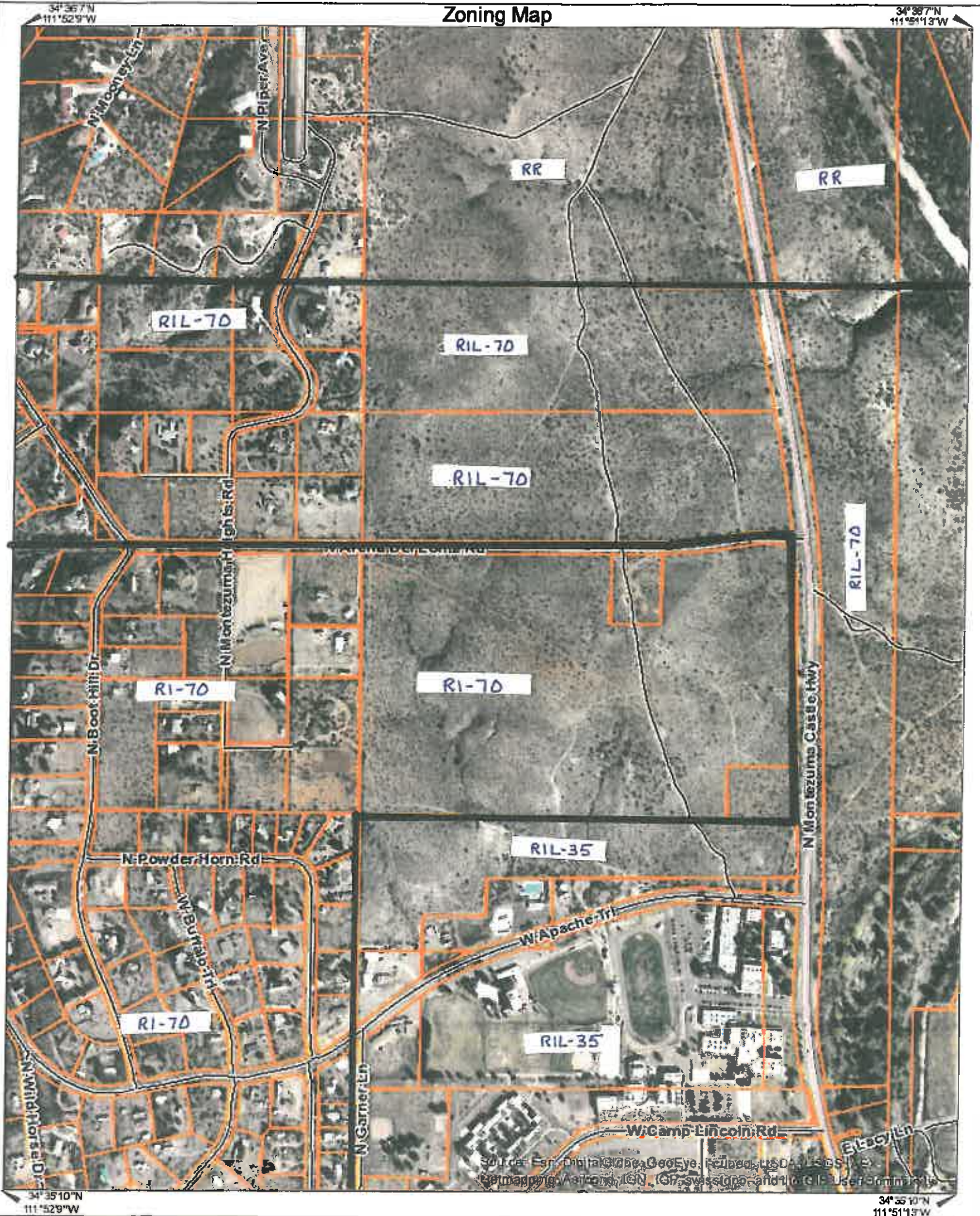
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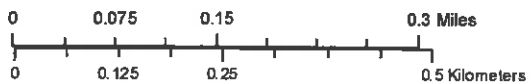
Yavapai County assumes no responsibility for errors, omissions, and/or inaccuracies in this mapping product.

Map Created 3/15/2014

Zoning Map



Disclaimer:
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Minutes DRAFT
Special Session
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE 473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS STE. 106
THURSDAY JUNE 05, 2014
6:30 PM

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

1. Call to Order

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

2. Roll Call

Chairman Davis, Commissioners Norton, Freeman and Hough, Blue, and Parrish were present;

Absent: Commissioner Hisrich.

Also Present

Community Development Director Mike Jenkins, Asst. Planner Jenna Owens, Permit Technician Kendall Welch and Recording Secretary Marie Moore.

3. Pledge of Allegiance

Commissioner Hough 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:

May 01, 2014 – General Plan Work Session

b. Set Next Meeting, Date and Time:

As Needed

On a Motion by Hough, seconded by Freeman, the Consent Agenda was unanimously approved by the Commission.

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

6. Public Hearing, Discussion and Possible Recommendation (or denial) to Council, an application submitted by Rob Witt owner of parcel 404-18-181D requesting a Minor General Plan Amendment to go from Rural Residential 2 acre minimum to Commercial for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma.

On a Motion by Hough seconded by Blue Commission recommends approval to Council on the application submitted by Rob Witt owner of parcel 404-18-181D requesting a Minor General Plan Amendment to go from Rural Residential 2 acre

minimum to Commercial for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma. Commissioner Parrish opposed

Staff Presentation

Community Development Director Jenkins reviewed the requirements for a General Plan amendment and explained why this application is a Minor General Plan amendment. Mr. Jenkins reviewed comments from the neighborhood meeting and comments from the agencies.

Public Hearing Open

Applicant Rob Witt presented a Power Point presentation which explained the request for a minor General Plan amendment and gave statistics. The Power Point provided information on the economic status of various communities to substantiate his request

Commissioner Hough stated that he feels the statistics presented were not comparable to the Town of Camp Verde, Arizona.

Chairman Davis inquired how deep the property is regarding the proposed commercial property from Montezuma Castle Hwy. west to where the residential property begins. Jenkins confirmed it is approximately 600 feet.

Comments from Other Persons

John Bassous – owner of the property spoke of his tenure in Camp Verde as a resident and business owner. Bassous stated he has personally been able to bring in 8 businesses without the help of the Chamber of Commerce or Town during the time he has lived in Camp Verde. All but one of those businesses are still operating and create \$2 million in revenue.

Bassous spoke of 4 businesses known to him that have chosen not to build in Camp Verde due to some sort of zoning issue and the extensive time period involved before those businesses would be open to the public. Bassous encouraged the Commission to consider the consequences of not allowing further expansion and economic growth in the town.

Janet Kreienkamp questioned what the impact of water usage would be if the amendment is passed. Jenkins informed the Commission and public that the general plan refers to potable water and the requested minor General Plan amendment meets the requirements as described in the current General Plan. The problem being is, in regards to water, is the unknown of what would be going on the property.

Chairman Davis inquired about the possibility of sewer service. Jenkins stated there has not been plan to provide sewer by the Town of Camp Verde.

Ronald Kreienkamp informed the Commission that it is difficult to comment on the matter when it is not known what type of business would be constructed on the property. He did have a concern about the potential traffic increase.

John Bassous conferred that Kreienkamp had a valid concern, but indicated that Planning and Zoning has to consider traffic and there are certain laws they have to live by such as access and deceleration lanes. We have to provide the site plan and construction is contingent on the Town requirements.

Vince Polo commended the Power Point presentation, but questioned how the applicants propose to attract tourists to come down the road, is the Casino going to put up a sign which says "go this way for commercial activity?" How are they going to attract the tourists they want to target for this development?

Amber Polo stated her concern about the increase in traffic on the residential road Arena Del Loma. Stated she has seen substantial increase in usage just in 10 years. Polo spends a lot of time driving down Arena Del Loma and there is a lot more traffic now than there was 10 years ago. Polo also stated that the General Plan was passed and the citizens feel this area should be residential feels there is an aspect of trust of the citizens.

Chairman Davis indicated that there is a long term plan for traffic in the general plan.

Applicant's Rebuttal

Rob Witt stated he believes that the community development needs to take care of the neighbors. He did agree there would be an increase in traffic, it's a consequence of development. Speaking in regards to traffic, it is the Town's responsibility in terms of engineering, to make sure that the it is mitigated by making sure the roads are wide enough. Witt also stated it's whoever is doing the development it will be their responsibility to figure those out too. No one who builds a building will have to look at the impacts and engineering. Mr. Witt stated that they are in a good place as far as engineering, but stated there is an impact. No developer wants to do all of the plans if they don't have the zoning.

Janet Kreienkamp asked if the town has a long term traffic plan and is there a way for the public to find out this information?

Jenkins stated that the Town engineer & Public Works Director had a small mobile transportation study done within the Town of Camp Verde on traffic flows and how they have increased over the years and where they expect they will be needing to do improvements to be able to handle projected traffic flows. Once an applicant make a submittal they, will have to provide hydrology grading and drainage, traffic studies, whatever would be required to provide the safety and functionality of roadways and the drainages for development in Camp Verde.

Public Hearing Closed

Parrish inquired with all the extra traffic down the road, who is going to pay for the widening of the road. People who live near the project are not going to want to look at the back of the buildings with their dumpsters and trucks running back in that area. How are we going to handle all of the traffic in the front? Who is going to pay for the road out there?

Hough stated that in all of his years he has never considered a zoning change without knowing what was going to be on the property. I'm not opposed to changing this to commercial. We are currently re-writing the General Plan which is required by law and we have already talked about this area and we have agreed that this area should be commercial property on this side of Montezuma Castle Hwy. Question for staff is if we make a recommendation to Council, how many times can this land be divided? I'm concerned on how this parcel is going

to be broken up and how it is going to be used.

Jenkins stated the minimum lot area required for commercial is 2500 square feet.

Hough if this were to be recommended to Council for commercial zoning, what is the potential of selling off a single acre of land with no access study or circulation study?

Jenkins if a developer purchases a property with a zone change and decides to sell a portion of that off whoever buys the property will not have to go through the zone change process but they will have to go through the Development Standards Review.

Hough asked how many times a residential property may be divided? My question is can they divide this property (commercial) into 25 parcels?

Jenkins in the state of Arizona subdivision is considered on residential properties. To the best of my knowledge, the state does not consider the division of commercial properties, it's only residential which is regulated. Our Ordinance says you do not split more than three times. However our Ordinance does not differentiate between residential and commercial.

Hough stated he is in favor of this being commercial property but I would like this brought back to us as a PAD with a circulation element with some idea of what type of development will be there. I'm am concerned about the circulation patterns.

Jenkins we deal with these types of problems on a daily basis. We have to work with all of these concerns. Our Ordinance is at a point where we have control, therefore we can insure good development in the Verde Valley.

Hough if you put in a PAD do you have to put in the infrastructure or can the property just be there without it?

Jenkins if someone comes in with a PAD or a PUD the customer has to provide a site plan for the Commission's recommendation and Council approval. The applicant cannot deviate from their site plan or they will have to come back with an amendment.

Hough asked if a PAD or a PUD have to be built all at one time.

Jenkins projects of this type can be done in phases, but permits have to be pulled within a two (2) year period it will void automatically.

Hough a PAD cannot have underlying hard zoning?

Jenkins a PAD allows for flexibility in development. You have to have a certain level of requirement and that requirement is the underlying zoning. Jenkins continued with a further explanation of PAD & PUD development requirements.

Hough stated that if the Commission approves the minor General Plan amendment the only way they can do this development is to do a PAD or a PUD.

Jenkins by making this property C2, they will not be on a time limit. Any use allowed in C2 will be allowed to occupy the property.

Freeman acknowledged the questions and concerns and stated that this activity is what the town is looking for. In the last few months, working with the proposed General Plan, that this is the right place and time for this project. A lot of people, myself included would like to have guarantees and we want to know the outcome before we take a change. There are no guarantees. I've been a builder for many years. The current Community Development Department is capable of controlling these kinds of issues with good set of ordinances which we have not had in the past. It's a good system which is getting better all the time. I want Camp Verde to become the best it can become. Finances in our town are not enough to do the minimal things. A step like this is important and needed. We need to move forward with caution with informed information and safeguards and this is difficult with a guarantee. This is the type of thing the Town needs to step up and have the courage to do. As a commissioner support in essence with what we have to do and where we need to go.

Norton referred to the proposed General Plan Land Use element and the process in which this character area there is a committee comprised of members from the community was discussed stating that this proposed amendment was recommended to be commercial during the process. It was recommended that this land be commercial. This area is currently zoned rural residential and that this property won't stay vacant forever, therefore, the question is how will this land be developed. It was mentioned in the proposed General Plan update that the area known as Jackson Flat be open space with no land trade. The area of land on the west side of Montezuma Castle Hwy will be developed in the future. When this land is developed, this is a small areal along Montezuma Castle Hwy. which is proposed to be developed is a small portion and a majority of the land is still residential. There will be traffic impacts regardless. This process of a minor General Plan amendment is new to me and I've always had a plan to review for what was going to be developed.

Hough stated that if this project was proposed 10 months from now, and the proposed General Plan was ratified by the voters this would not require a General Plan amendment. The new General Plan should be adopted in 2016.

Chairman Davis indicated that the commission had already looked at this Character Area during the work sessions for the proposed General Plan it the commissions feeling that this land should be commercial this is a good place for this to happen and the Town needs this. We are here to do things which will help the Town. After the discussion, I believe it should be recommended to that this area be amended to commercial and feels that C2 is appropriate. He supports the change.

Norton one of the other elements in the proposed General Plan work sessions is the transportation element which will be discussed within the next three (3) months. This will be a public meeting where this can be discussed.

Freeman there are safeguards already in place in behalf of the public's interests. Over the past five or six years, here has been a concern that the traffic would be a problem, noise might be a problem etc. These items are already part of the

Town procedures and there are hearings which have to take place where we work on the common goal. I want the safeguards and guarantees like everyone else, but we are better than we have ever been before. I feel as a citizen that our safeguards are being protected. That is what gives me the confidence to move this endeavor forward.

Norton, it's the process we go through when someone comes to us with a project all of the concerns with traffic, water and fire. It comes to us for a public hearing and it's pretty inclusive. The process is very involved and that the questions asked will be addressed.

Jenkins with the General Plan update the Commission has a consensus along with the citizen participation. Just a reminder that the General plan once it has the recommendation to Council and Council approves it still has to be ratified by the voters. The commission and sub-committee and the public have agreed at this time that the property along Montezuma Castle Hwy. should be commercial. Mike discussed PAD & PUD site plans and amendments to the site plans.

Hough, I came in tonight opposed to this application, but after discussion I have had a change of heart and I would like to make a motion of approval to Council.

7. **Public Hearing & Discussion & Possible recommendation (or denial) to Council on, an application submitted by Rob Witt owner of parcel 404-18-181D requesting a Zoning Map Change to go from R1L District (Residential: single-family limited) and R1 (Residential: single-family) to C2 District (Commercial: General sales and services) for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma.**

On a Motion by Hough seconded by Blue Commission recommends approval to Council on the application submitted by Rob Witt owner of parcel 404-18-181D requesting a Zoning Map Change to go from R1L District (Residential: single-family limited) and R1 (Residential: single-family) to C2 District (Commercial: General sales and services) for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma. The vote was unanimous.

Staff Presentation

Jenkins stated that the C2 district allows for single family residences. As well as multi-family which is why they are compatible uses. Jenkins read from the current Planning & Zoning Ordinance.

Public Hearing Open

No public comment was presented.

8. **Public Hearing & Discussion & Possible recommendation (or denial) to Council on an application submitted by Rob Witt agent for owner I 17 Cottonwood Properties, LLC, for parcel 403-22-019H requesting a Zoning Map Change to go from C2-4 (Commercial: General Sales & Service) to C3 (Commercial: Heavy Commercial) for approximately 4.13 acres located on the south side of State Route 260, north of I 17 approximately .39 miles on parcel 403-22-019H.**

On a Motion by Hough seconded by Freeman Commission recommends approval to Council on the application submitted by Rob Witt agent for owner I 17

Cottonwood Properties, LLC, for parcel 403-22-019H requesting a Zoning Map Change to go from C2-4 (Commercial: General Sales & Service) to C3 (Commercial: Heavy Commercial) for approximately 4.13 acres located on the south side of State Route 260, north of I 17 approximately .39 miles on parcel 403-22-019H.

Staff Presentation

Owens gave background information on the property and explained the zoning map change would be compatible with other properties which are adjacent and zoned similar. Owens read from the Planning & Zoning Ordinance regarding "spot zoning" and explained that spot zoning does not apply in this request. Owens stated that the neighbors had been informed of the proposed Zoning Map Change.

Applicant's Statement

Witt explained the reason why this parcel would better benefit the applicant vs the previous public hearing request. Mr. Witt stated he feels this would allow an increase in revenues for the Town.

Comments From other persons

Mr. Jim Bachlor, owner of Vince's Auto Body, stated that he and his wife currently have a business in Sedona for 25 years along with a RV repair business in Camp Verde stated that the building will be self-contained with all of the work being done inside the building. His intentions are to eventually employ 15 – 25 people. Everything I do is super clean. Mr. Bachlor provided a conceptual drawing of the proposed building to the Commission.

Applicants Rebuttal

There was no rebuttal by the applicant.

Public Hearing Closed

Hough stated he drove out to the property and I feel the property is appropriate for the Zoning Map Change.

There will be no Public input on the following items:

9. **Commission Informational Reports:** Individual members of the Commission may provide brief summaries of current events and activities. These summaries are strictly for the purpose of informing the public of such events and activities. The Commission will take no discussion, consideration, or action on any such item, except that an individual Commission member may request an item be placed on a future agenda.

No informational reports were given.

10. **Staff Comments**
No staff comments.

11. **Adjournment**
On a Motion by Hough, seconded by Freeman, the meeting was adjourned at 8:14p.m.

Chairman B.J. Davis

Michael Jenkins – Community Development Director

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Chairman and Planning and Zoning Commission of the Town of Camp held on June 5, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2014.

Marie Moore, Recording Secretary



Town of Camp Verde

Exhibit A - Agenda Item Submission Form - Section I

Meeting Date: 06-25-2014 Town Council

- 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, Consideration possible approval of Ordinance 2014-A395 an Ordinance of the Town of Camp Verde, Yavapai County, Arizona on ZMC 20140094 an application submitted by Rob Witt agent for owner Tierra Verde Holdings, LLC for parcel 404-18-181D requesting a Zoning Map Change to go from R1L-70 (Residential: Single-Family Limited) and R1-70 Residential: Single-Family, to C2 (Commercial: General Sales and Services) for approximately 24.95 acres located on Montezuma Castle Hwy. and Arena Del Loma.

List Attached Documents: Application, Directions to Property, Letter of Intent, Neighborhood meeting affidavit, Agency Comments, Site Plan, Vicinity Map, Land Use Map, Zoning Map of Adjacent properties and Diminution of Value form.

Estimated Presentation Time: 10 min.

Estimated Discussion Time: 20 min.

Reviews Completed by: Michael Jenkins

Department Head: Michael Jenkins

Town Attorney Comments:

"Was the Diminution form signed by owner or Agent?
If agent, you need to see the agent's authority to sign"
Staff verified the Diminution form was signed by the owner of the property.
Page 2 under Zoning Map Change 20140094 item A add "as amended." Under section 3 add language "the expiration of a thirty (30) day period following the adoption hereof and"

Exhibit B – Agenda Item Submission Form – Section II (Staff Report)

Meeting Date: 06-25-2014 Town Council

Agenda Item Submission Form – Section II (Staff Report)

Department: Community Development

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

Contact Information: (928) 554-0051

Background:

Parcel 404-18-181D is comprised of a total of 92.49 acres. The Zoning Map Change will be for a 24.95 acre portion of the 92.49 acres and is located adjacent to Montezuma Castle Hwy. on both sides of Arena Del Loma.

This proposed Zoning Map Change is to go from R1L-70 (Residential: Single-Family Limited) and R1-70 (Residential: Single Family) to C2 District (Commercial: General Sales and Services)

In the applicant's submitted letter of intent, the remaining 67.54 acres are not addressed as far as any proposed future development.

If the remaining 67.54 acres are intended to remain under their current zoning designations as R1L-70 (Residential: Single Family Limited) and R1-70 (Residential: Single Family) the issue of land use compatibility must be addressed as follows:

- **Per the Planning & Zoning Ordinance Part Two (Zoning Classifications), Section 203 (Use Districts), Item G (C2 District: General Sales & Services) the purpose of the C2 District is as follows:
"The C2 District is intended to permit a broader range of business uses compatible with permitted residential uses in the district and surrounding vicinity."**
- **The residential uses allowed within the C2 District are single family residences and group or cluster dwelling units having separate individual ownership.**

Conclusion: It can be seen that the intent of the C2 Zoning District is to include only those businesses that are compatible with interior and exterior district residential uses. It is then concluded that if the requested zone change is approved, the Planning & Zoning Ordinance accepts the permitted uses in the C2 Zoning District which are compatible with residential uses and should be allowed.

Per a portion of the applicant's/agent letter of intent:

"This proposed Zoning Map Change will encourage economic development of land that can take advantage of its proximity to Montezuma Castle and Cliff Castle Casino. The 500,000 visitors to the Castle and 800,000 cars annually that visit the Casino have nowhere to spend money in Camp Verde and the Town does not benefit from this very large number of visitors. By changing this zoning to commercial we will allow commercial amenities to develop on one of the three accesses to the community. There is no residential land between this piece and the commercial land owned by the Yavapai-Apache Nation and I-17 so the impact of this development will be minimal on residential property but provide a maximum impact for revenue generation to

the Town due to the current traffic count at the Casino and the access to the freeway. Changing the zoning to allow for Commercial on this property will help bring revenue to the community.”

The following has been completed by the applicant and staff:

- **The applicant mailed out letters to the neighboring property owners within 300’ of the subject property and invited them to a meeting to express concerns and comments. In addition the property was posted with the meeting information.**

The meeting was held May 14, 2014 at 395 S. Main Street Suite 310 from 1:00 pm to 2:00 pm., a staff member was present. There were 4 neighbors who attended the meeting.

The following is a summary of questions and answers: Neighbors were concerned about:

The commercial Development would be too close to their properties.

The views from their homes.

Having to connect to sewer.

Environmental issues.

Traffic impacts for the school.

Lighting impacts.

Sales of alcohol.

See detailed comments & answers which are included in the packet.

11 letters were mailed to properties within 300’ of the subject parcel on May 14, 2014. This letter advised the neighbors of the Planning & Zoning Commission and the Town Council meeting times and dates.

Agencies were notified. The responses are as follows:

Town of Camp Verde Building Official – No comments.

Town of Camp Verde Community Development Director – Research comments are provided in the staff report.

Town of Camp Verde Town Engineer – No Comments at this time.

Yavapai County Flood –.No issues or comments on the proposed Zoning Map Change.

Yavapai County Environmental Services – No comments or concern with this proposed Zoning Map Change.

Planning & Zoning Commission Recommendation:

- 7. Public Hearing & Discussion & Possible recommendation (or denial) to Council on, an application submitted by Rob Witt agent for owner Tierra Verde Holdings, LLC for parcel 404-18-181D requesting a Zoning Map Change to go from R1L District (Residential: single-family limited) and R1 (Residential: single-family) to C2 District (Commercial: General sales and services) for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma.***

On a Motion by Hough seconded by Blue Commission recommends approval to Council on the application submitted by Rob Witt agent for owner Tierra Verde Holdings, LLC for parcel 404-18-181D requesting a Zoning Map Change to go from R1L District (Residential: single-family limited) and R1 (Residential: single-family) to C2 District (Commercial: General sales and services) for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma. The vote was unanimous.

Recommended Motion: A Motion to approve (or deny) Ordinance 2014 A395, for Zoning Map Change 20140094, an application submitted by Rob Witt agent for owner Tierra Verde Holdings, LLC for parcel 404-18-181D requesting a Zoning Map Change to go from R1L-70 (Residential: Single-Family Limited) and R1-70 (Residential: Single-Family) to C2 (Commercial: General Sales and Services) for a 24.95 acres portion of the total 92.49 acres of parcel 404-18-181D. The location of the 24.95 acres is located on Montezuma Castle Hwy. and Arena Del Loma as shown on the submitted site plan.



ORDINANCE 2014 A395 DRAFT

AN ORDINANCE OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ADOPTING AN AMENDMENT TO THE ZONING MAP OF THE PLANNING AND ZONING ORDINANCE FOR PARCEL 404-18-181D CONSISTING OF APPROXIMATELY 24.95 ACRES FROM RESIDENTIAL (SINGLE-FAMILY LIMITED) AND RESIDENTIAL (SINGLE-FAMILY) TO A ZONING OF C2 (COMMERCIAL: GENERAL SALES & SERVICES). LOCATION OF PROPERTY MONTEZUMA CASTLE HWY. AND ARENA DEL LOMA

WHEREAS, The Town of Camp Verde adopted the Planning and Zoning Ordinance in Ordinance 2011-A374, approved June 25, 2011 and,

WHEREAS, Part 6, Section 601 of the Planning and Zoning Ordinance allows for the amendment, supplement or change of zoning boundaries or zoning text regulation of the Planning and Zoning Ordinance by the Town Council and,

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE:

Section 1:

I The Town Council hereby finds as follows:

- A. A request for **Zoning Map Change 20140094** was filed by Mr. Rob Witt, agent for Tierra Verde Holdings, LLC, for the purpose of rezoning parcel 40418181D **FROM R1L-70 (Residential: Single-Family Limited) & R1-70 (Single-Family) to C2 (Commercial: General Sales & Services)**. The legal description is attached as **Exhibit A** and the Map as **Exhibit B**.
- B. The Zoning Map Change was reviewed and approved by the Planning Commission on **June 05, 2014** in public hearing that was advertised and posted according to state Law.
- C. A neighborhood Meeting was held by the applicant on **May 14, 2014** as required by ARS 9-462.03B.
- D. The Waiver of Diminution of Value Claim has been signed by the owner and is attached as **Exhibit C**.
- F. The proposed use will not constitute a threat to the health, safety, welfare or convenience to the general public and should be approved.

Zoning Map Change 20140094 is approved, based upon the following findings:

- A. The property is classified on the Town's General Plan Land Use Map as Residential and is consistent with State Planning Law and the requirements of the Camp Verde General Plan as amended.
- B. The Zoning Change will promote the public health, safety, and welfare of the general public.

Section 2. All ordinances or parts of ordinances adopted by the Town of Camp Verde in conflict with the provisions of this ordinance or any part of the code adopted are hereby repealed, effective as of the effective date of this ordinance.

Section 3. This ordinance is effective upon the expiration of a thirty (30) day period following the adoption hereof and completion of publication and any posting as required by law.

Section 4. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

PASSED AND ADOPTED by a majority vote of the Town Council in an open meeting by the Town Council, Town of Camp Verde, Arizona, on the 25th day of June 2014.

Approved: _____
Charles German - Mayor

Date: _____

Approved as to form:

Town Attorney

Attest: _____
Deborah Barber, Town Clerk

Zoning Map Change Check List

Pre-Application Conference with staff and the Acting Community Development Director

***Staff Report**

Will include summary of agency & citizen's comments, Town requirements, and applicant's narrative as it addresses requirements for application and recommended stipulations if approved (if any).

***Ordinance (for Council Hears Planning & Zoning)**

Agency Comments

- Notification List
- Responses

Letter of request to be annexed into the Camp Verde Fire District or letter from the Camp Verde Fire District stating that applicant is already in the Camp Verde Fire District.

*** Application including:**

1. ***Directions to Property**
2. ***Letter of Intent (Narrative)**
3. ***Consent or Approval letter from property owner (if applicable)**
4. ***Public Participation, Neighborhood meeting, completed. Date: 5-14-2014**
 - ***Affidavit of summary of meeting**
 - ***Statement of how the applicant addressed neighborhood concerns.**
 - **Copy of letter sent to neighbor's within 300'**
 - **Posting of Property by applicant (photo)**
 - **Affidavit attesting to notification of neighbors**
 - **Sign in sheet**

***Site Plan**

***Land Use Map**

***Vicinity Map**

***Adjacent land use**

Ordinance (for Council)

Reviewed and approved by Town Attorney.

Legal Description

Advertising & Posting has been completed & meet State Law Requirements

NOTE: *Indicates included in packet



Land Use Application Form

Project #: 20140094
CASE: 14-14

1. Application is made for:

- | | | |
|--|---|---|
| <input type="checkbox"/> Zoning Map Change | <input type="checkbox"/> Use Permit | <input type="checkbox"/> General Plan Amendment |
| <input type="checkbox"/> Conceptual Plan Review | <input type="checkbox"/> Preliminary Plat | <input type="checkbox"/> Final Plat |
| <input type="checkbox"/> PUD Zoning | <input type="checkbox"/> Variance | <input type="checkbox"/> Sign |
| <input type="checkbox"/> Street Abandonment | <input type="checkbox"/> Minor Land Division | <input type="checkbox"/> Wireless Tower |
| <input type="checkbox"/> Appeal | <input type="checkbox"/> Verification of Non-Conforming Use | |
| <input type="checkbox"/> 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: CAGW Holdings LLC

Applicant Name: Justin Cassius + Rob W. TT

Address: _____

Address: 410 W. Fortia Ave 202-1000

City: _____ State: _____ Zip: _____

City: Camp Verde State: AZ Zip: 86413

Phone: 302 8401

Phone: _____

E-mail: TVDulder@comcast.net

E-Mail: _____

4. Property Description: Parcel Number 404-10-1010 Acres: 2.5

Address or Location: _____

Existing Zoning: R-10/100' Existing Use: Unimproved

Proposed Zoning: C-2 Proposed Use: Commercial

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

Attract a Commercial Developer to Develop Uses that will attract commercial visitors to the area and create jobs.

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: _____ Date: _____ 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: [Signature] Date: 3/12/14



Directions to Property

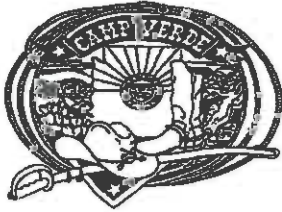
Assessor's Parcel Number 404-18-181D

Applicants Name Castle Heights LLC

Property Address _____

Directions To Property:

Montezuma Castle Highway North to Arcata del loma



TOWN OF CAMP VERDE
 Community Development Department
 473 S. Main Street, Suite 108
 Camp Verde, AZ 86322
 (928) 554-0050 • Fax (928) 567-7401
 Website: www.campverde.az.gov

*Designation of Agent
 Property Development*

Parcel Number: 404-18-181D Date: 6-12-14
 Owner: TIERRA VERDE HOLDINGS, LLC - John Bassous
 Address: PO Box 2898 CAMP VERDE, AZ 86322
 Phone: () 928-567-2477 E-mail: _____

WHEREAS, the above property owner is seeking to develop or improve real property within the municipal limits of the Town of Camp Verde, Yavapai County, Arizona, which will require the filing, processing, and payment of certain zoning, construction and inspection permits and reports, both from the Town and related agencies, and

WHEREAS, the owner elects to designate an agent with authority to file and process all necessary permits and information related to property zoning and improvement, including the authority to pay fees and consent to inspections,

NOW THEREFORE, the undersigned owner hereby designates Rob Witt
 _____, whose address is: _____,

as agent to file the permit applications and related documents with the Town of Camp Verde, with such authority to continue to December 31, 20 14, or the application process is complete, whichever is later, or as may be earlier revoked in writing.

[Signature]
 _____, Owners (s)

Camp Verde Planning Department

RE: Zoning Map Change for Castle Heights a portion of county parcel number 404-18-181D

This proposed zoning map change will encourage economic development of land that can take advantage of its proximity to Montezuma Castle and Cliff Castle Casino. The 500,000 visitors to the castle and 800,000 cars annually that visit the casino have nowhere to spend money in Camp Verde and the Town does not benefit from this very large number of visitors. By changing this zoning to commercial we will allow commercial amenities to develop on one of the tree accesses to the community. There is no residential land between this piece and the commercial land owned by the Yavapai Apache Nation and I-17 so the impact of this development will be minimal on residential property but provide a maximum impact for revenue generation to the town due to the current traffic count at the casino and the access to the freeway. Changing the zoning to allow for Commercial on this property will help bring revenue to the community.

This parcel is highway frontage and should not impact land that is undeveloped and further from the highway. Any impacts on this property will only impact the current property owners because this land shares common ownership with the subject land. The largest change to the physical characteristics of the land will be having buildings on them. As they are developed jobs will be created and camp verde citizens will have ways to provide for their family.

Traffic will increase on Montezuma Castle highway up to the parcel as it is developed. The road may need to be widened depending upon the types of business that choose to locate here.

Only Power is available to this parcel at this time. Sewer and water will need to be developed.

The future impact of a zoning change to this parcel will be positive cash flow to all districts as the land valuation is increased. A change to the zoning does not require increase in services for the parcel. At the point that the land is developed there will be a requirement for additional services. Commercial property historically pays a higher prorated share of the cost for all services including fire, police, water sanitation roadways and schools. While parks are not specifically supported by commercial development the sales tax generated by business can be used to build parks and support community projects.

Successful amendment to town General plan is required as part of this proposal.

The largest public benefit will be the potential for the town to have commercial development close the Montezuma Castle and Cliff Castle casino that can bring revenue into the town from people who are already coming here but do not currently do anything other than gamble or visit the castle.

Zoning Map Change Public Meeting Affidavit:

**By John Bassous
Tierra Verde Holdings
Owner Camp Verde Tax parcel 404-18-181D**

This meeting for the Zoning Map change was held simultaneously with the Minor Plan Amendment meeting and the notes from this meeting are exactly the same as those from the Minor Plan Amendment Meeting. I John Bassous Owner of Parcel 404-18-181D have notified my neighbors within 300' of this parcel, by sending letter on April 26, 2014 to notify them of the neighborhood meeting that I conducted on the Wednesday May 14th AT 1:00 PM at the Camp Verde Parks and Recreation Conference Room 310.

I John Bassous owner of Parcel 404-18-181D have provided a summary of the neighborhood meeting I conducted to the Planning and Zoning Department held on the 14th Day of may 2014

Statement: Five concerned neighbors came to the meeting. These neighbors where Vearl and Doti Franklin, Paul and Jan Hawk, and Terry Keller. Terry Keller Represented the Fire Department and expressed approval for the change.


Both the Franklin and the Hawks are long term residents of the area and have a number of concerns;

1. They are concerned that the commercial development would be too close to their properties.
 - a. At the meeting we pointed out the location of the commercial line and after the meeting I went to the County GIS site and used the measuring tool. The distance from the closest corner of the Franklin's parcel to the commercial property on the County GIS site measures 1,572.33 Linier Feet.
 - b. The distance from the corner of the Hawks Parcel to the commercial line was determined in the same way and is approximately 1,463.37 Linear Feet.
2. Both couples also expressed concern about the view from their homes. This was a difficult thing to address at the meeting since we could not actually look from their perspective at the property.
 - a. Since the meeting I have gone out to the property and tried to determine the impact on each home owner. The Hawks home is on the high portion of Lot 404-18-158M. The home itself is located at approximately 3340 foot elevation. From the corner of their property the hill is fairly flat for 575 feet look south east in the direction of the proposed commercial property at that point the land begins to slope away from the property and by the time you travel the 1500 linear feet from the property the elevation ranges from 3280 all the way down to 3200 at the lowest point. Because the Hawks Property is located on the south west slope of the hill change in view from the Hawks property may be negligent and likely not visible from their property.

- b. The property the Franklins live on is parcel number 404-18-106. Its base elevation is 3200 Feet. This property is at the same elevation as the lowest portion of the proposed commercial property. Due to the topography only a small portion of the property is visible from the Franklins property. The Franklins concerns about the final appearance of a development should be considered in this process. Depending upon the height of buildings located on the lower southern self of the property these buildings may be directly visible to the Franklins.
3. Both the Hawks and the Franklins expressed concern about being forced to connect to a sewer if one is constructed on this land.
 - a. This would not be something that is inside of the developers control but we would hope that property owners near a development that we work on would not be penalized due to the proximity to our projects.
4. Both the Hawks and the Franklins expressed concern about developing the property at all and want to make sure the environmental issues have been considered. They specifically are concerned that the snakes might migrate toward their properties if the land is disturbed.
 - a. This has not been an issue in any other projects we have faced but I think it is a valid issue and need to be considered. If the property is developed the existing animals that live there will be displaced and migrate to other locations. While this will not be a long term issue making sure that all residents are conscious of the issue will be important.
5. Both parties want to make sure that traffic impact on the school is considered.
 - a. Traffic impact will be an engineering consideration of the construction and at this time it is difficult to calculate the impact until users are identified, but this is an important consideration for any projects success.
6. The Hawks expressed concern for the impact of lighting on their home. They enjoy the wonderful dark nights and the view of the stars and want to make certain this is considered.
 - a. We share their love for the sky and support the lighting ordinances the town has adopted.
7. Both couples wanted to know if Alcohol would be served on the property.
 - a. We would share the concerns of the Franklins and Hawks as to Alcohol sales and leave the enforcement of these codes to the town in issuing permits to business's close to the schools.
8. A general topic of the meeting was commercial development and the need of the community to increase its income. The applicant pointed out that normally communities benefit from developing their land to the highest and best use. Taxes and sales from commercial development generally provide a great deal of the resources needed to fund Schools, Fire Protections and Local government and developing property that is one a main entrance to the town is a natural application of this process. The applicant also pointed out that the Yavapai Apache Nation has plans that are all commercial for their land and would like to trade for the forest service piece that is between their current land the this parcel. If that happens Camp Verde may be giving all of the commercial revenue producing opportunities to the nation.

- a. The Franklins and the Hawks listened to this discussion, but did not agree with the logic. They would like to see the down town developed first and only after the down town is filled will they support additional commercial development.

The meeting ended on a good note with everyone having been given the opportunity to express their concerns.

By  _____

STATE OF ARIZONA)
)ss.
COUNTY OF YAVAPAI)

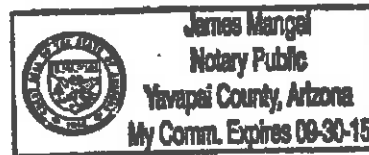
The foregoing instrument was acknowledged before me, the undersigned notary public in and for said county and state, this 20th day of May, 2014, by Robert M. Witt, Manager of VERDE INCOME PARTNERS II, LLC, an Arizona limited liability company, for and on behalf of said limited liability company.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.



Notary Public

My Commission Expires:
9-30-15



TOWN OF CAMP VERDE



Memorandum

To: Mike Jenkins, Community Development Director

Cc: Kendall Welch, Permit Technician

Kristi Gagnon, Camp Verde Fire Marshal

Jenna Owens, Assistant Planner

From: Robert Foreman, Building Official

Date: March 20, 2014

Re: Minor General Plan Amendment and Zoning Map Change #GPA21040093 and AMC20140094

Building Department has the following comments on the General Plan Amendment and Zoning Map Change applications. These comments are preliminary in nature only, and are subject to change.

- Building Department has no comments.

A handwritten signature in black ink, appearing to read "Robert L. Foreman", followed by a long horizontal line extending to the right.

Robert L. Foreman
Building Official
Town of Camp Verde
473 S. Main St. Ste 108
928-567-8514 ext 112
Robert.foreman@campverde.az.gov

**TOWN OF CAMP VERDE
COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION
APPLICATION REVIEW FORM**

DATE: March 20, 2014

TO:

- | | |
|---|---|
| <input type="checkbox"/> Town Engineer | <input type="checkbox"/> ADOT |
| <input type="checkbox"/> Park and Recreation Department | <input type="checkbox"/> Camp Verde Water District |
| <input type="checkbox"/> Community Development Dir. | <input type="checkbox"/> Camp Verde Sanitary District |
| <input type="checkbox"/> Building Official | <input type="checkbox"/> Verde Lakes Water District |
| <input type="checkbox"/> Fire Department | <input type="checkbox"/> Marshal's Department |
| <input type="checkbox"/> Verde Valley Fire Department | <input type="checkbox"/> School District |
| <input type="checkbox"/> Yavapai County Planning | <input type="checkbox"/> U.S Forest Service |
| <input type="checkbox"/> Yavapai County Flood Control | <input type="checkbox"/> City of Cottonwood Planning |
| <input checked="" type="checkbox"/> Yavapai County Development Services | <input type="checkbox"/> Other _____ |
| | <input type="checkbox"/> Project Review:
Contact Agent, Owner & Engineer |

FROM:

Name: Jenna Owens Position: Asst. Planner
Town of Camp Verde
473 S. Main Street Suite 109 • Camp Verde, AZ 86322
Tel. (928) 554-0053 • Fax (928) 567-7401
E-mail: jenna.owens@campverde.az.gov

**Application Type: Zoning Map Change
Project Number: ZMC 20140094**

ZMC 201410094 an application submitted by Rob Witt owner of parcel 404-18-181D requesting a Zoning Map Change to go from R1L District (Residential: single-family limited) and R1 District (Residential: single-family) to C2 District (Commercial: General sales and services) for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma.

A copy of the proposed project is attached and has been forwarded to you for your review and comment. **PLEASE RESPOND NO LATER THAN May 19, 2014** The Planning & Zoning Commission meeting is tentatively scheduled for 06-05-2014 and Town Council meeting is tentatively scheduled for 06-25-2014.

Please e-mail, fax or mail us your comments. If you have no comment, please notify us that you have "no comment".

Should you have any questions or concerns, please contact us at (928) 554-0053.

*YCDS-EU has no comment or concern with this proposed zoning map change.
Thank you!*

Jenna Owens

From: Vickie Lewis <Vickie.Lewis@yavapai.us>
Sent: Monday, March 24, 2014 3:52 PM
To: Jenna Owens
Subject: 20140094 - 404-18-181D

Jenna,
Yavapai County Flood Control has no issues or comments on the proposed Zoning Map Change for parcel 404-18-181D.

*Vickie Lewis
Hydrologist
Yavapai County Flood Control
(928) 649-6222*

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. 

**TOWN OF CAMP VERDE
COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION
APPLICATION REVIEW FORM**

DATE: March 20, 2014

TO:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Town Engineer | <input type="checkbox"/> ADOT |
| <input type="checkbox"/> Park and Recreation Department | <input type="checkbox"/> Camp Verde Water District |
| <input type="checkbox"/> Community Development Dir. | <input type="checkbox"/> Camp Verde Sanitary District |
| <input type="checkbox"/> Building Official | <input type="checkbox"/> Verde Lakes Water District |
| <input type="checkbox"/> Fire Department | <input type="checkbox"/> Marshal's Department |
| <input type="checkbox"/> Verde Valley Fire Department | <input type="checkbox"/> School District |
| <input type="checkbox"/> Yavapai County Planning | <input type="checkbox"/> U.S Forest Service |
| <input type="checkbox"/> Yavapai County Flood Control | <input type="checkbox"/> City of Cottonwood Planning |
| <input type="checkbox"/> Yavapai County Development Services - | <input type="checkbox"/> Other _____ |
| | <input type="checkbox"/> Project Review:
Contact Agent, Owner & Engineer |

FROM:

Name: Jenna Owens Position: Asst. Planner
Town of Camp Verde
473 S. Main Street Suite 109 • Camp Verde, AZ 86322
Tel. (928) 554-0053 • Fax (928) 567-7401
E-mail: jenna.owens@campverde.az.gov

**Application Type: Minor General Plan Amendment and Zoning Map Change
Project Number: GPA 20140093 & ZMC 20140094**


GPA 201410093 an application submitted by Rob Witt owner of parcel 404-18-181D requesting a Minor General Plan Amendment to go Rural Residential 2 acre minimum to Commercial for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma.

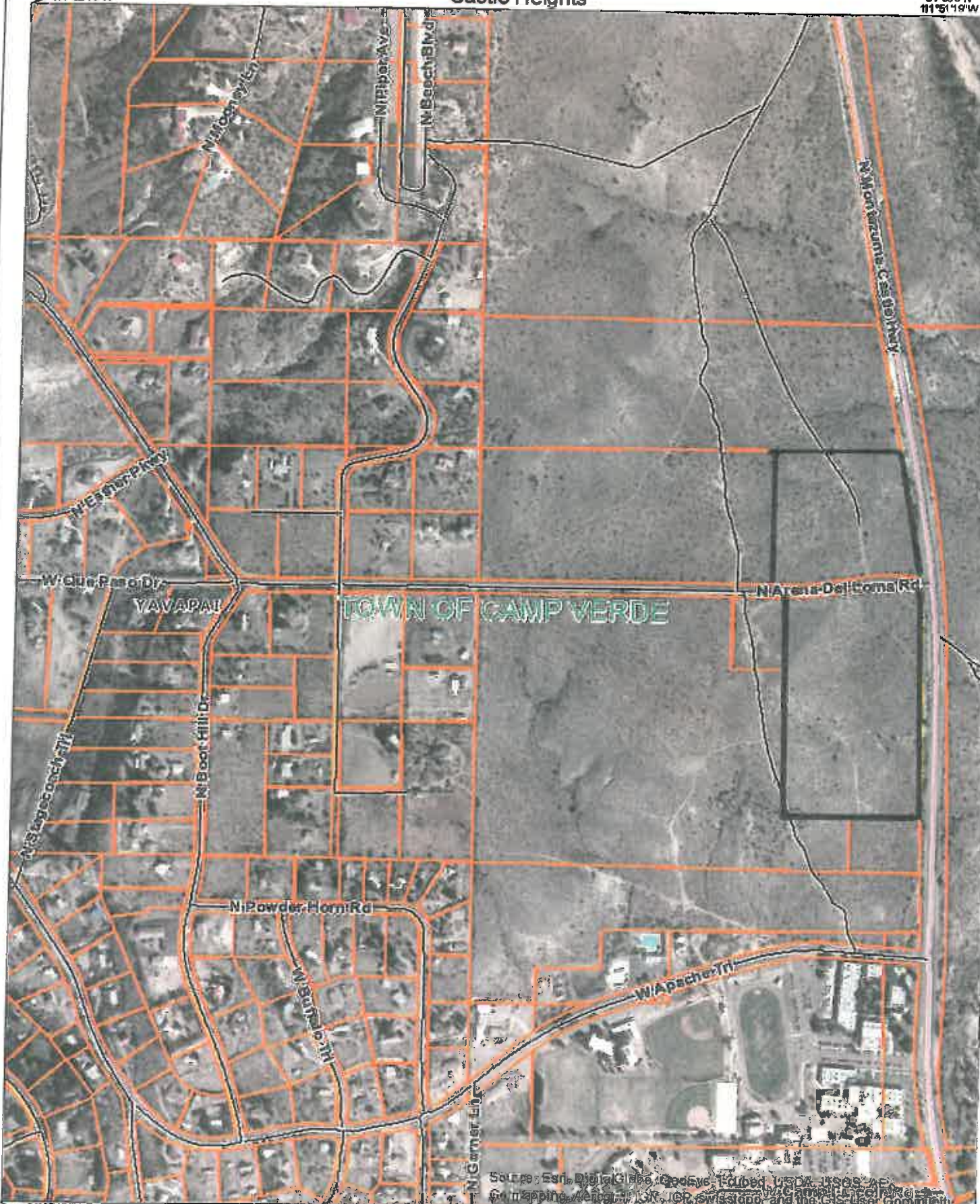
ZMC 201410094 an application submitted by Rob Witt owner of parcel 404-18-181D requesting a Zoning Map Change to go from R1L District (Residential: single-family limited) and R1 District (Residential: single-family) to C2 District (Commercial: General sales and services) for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma.

A copy of the proposed project is attached and has been forwarded to you for your review and comment. **PLEASE RESPOND NO LATER THAN May 19, 2014** The Planning & Zoning Commission meeting is tentatively scheduled for 06-05-2014 and Town Council meeting is tentatively scheduled for 06-25-2014.

Please e-mail, fax or mail us your comments. If you have no comment, please notify us that you have "no comment".

Should you have any questions or concerns, please contact us at (928) 554-0053.

No Comment at this Time...
(PUBLIC WORKS) 

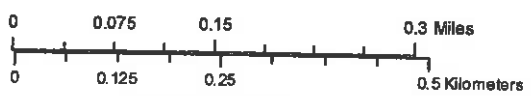


34°35'12"N
111°52'15"W

34°35'12"N
111°51'19"W



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.



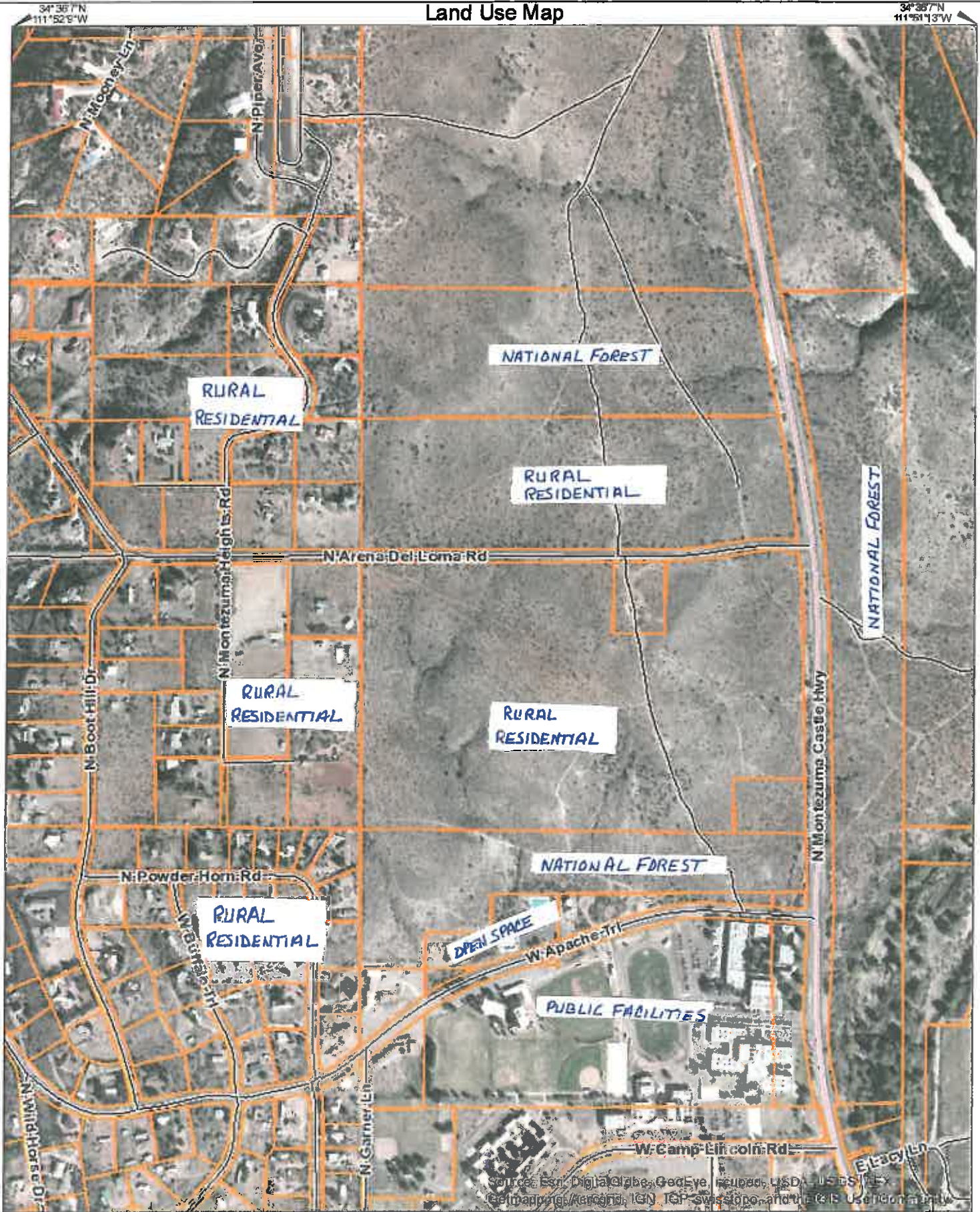
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Yavapai County assumes no responsibility for errors, omissions, and/or inaccuracies in this mapping product.

Map Created 5/15/2014

Source: Esri, DigitalGlobe, GeoEye, Earthstar (USA), Airphoto, IGN, France, CNRS, ICB, SwissTopo, and the GIS User Community

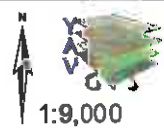
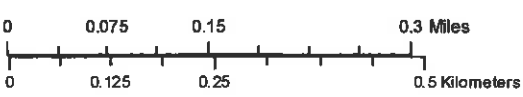
Land Use Map



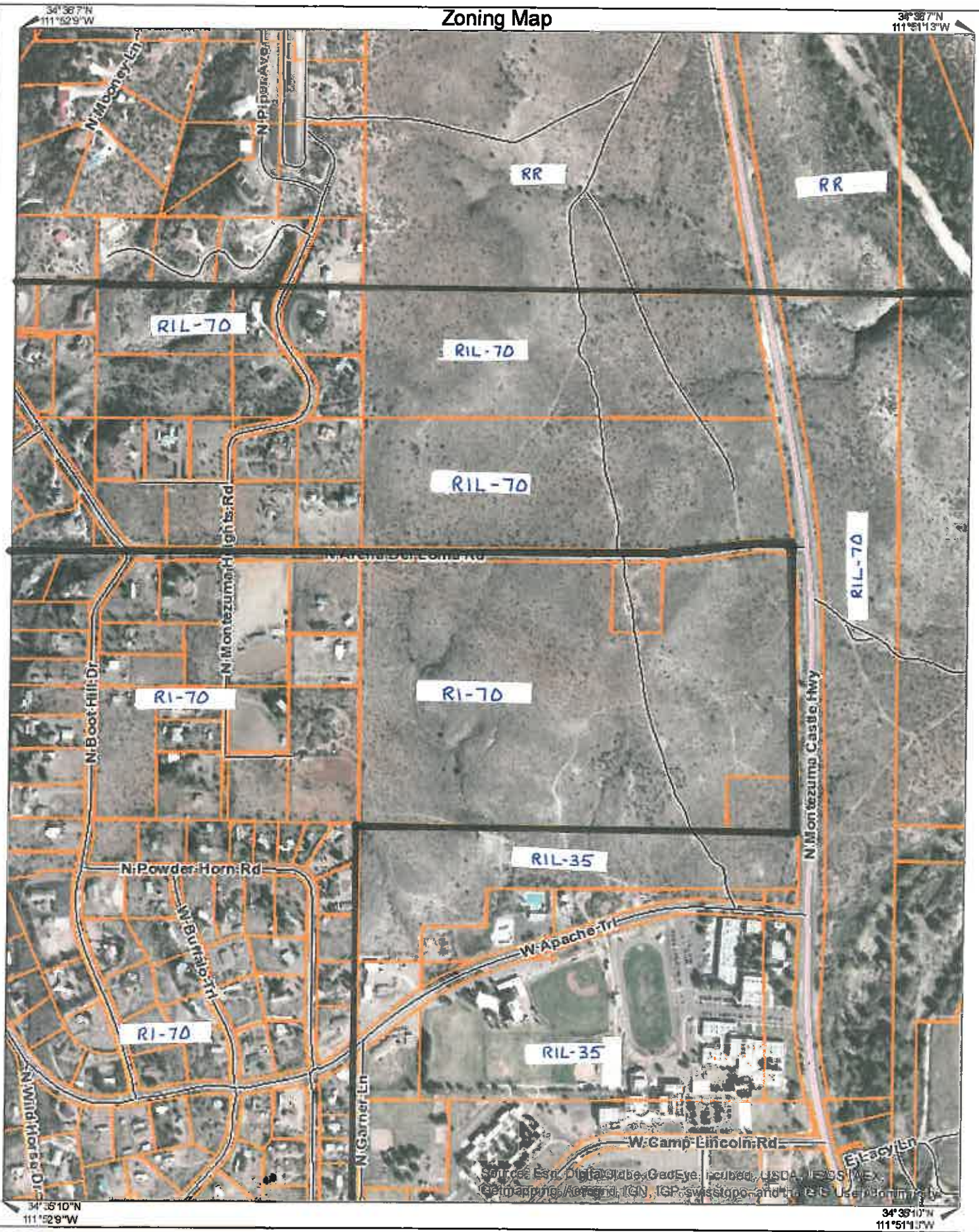
Sources Esri, DigitalGlobe, GeoEye, IGN, GeoEye, Inc., USDA, USGS, AeroGRID, IGN, SITA, Swisstopo, and the GIS User Community



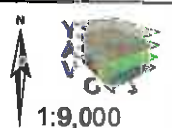
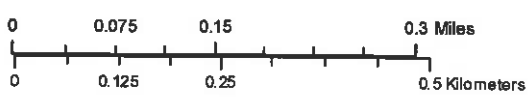
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Zoning Map



Disclaimer:
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Yavapai County assumes no responsibility for errors, omissions, and/or inaccuracies in this mapping product.

Map Created 3/15/2014

EXHIBIT C

CONSENT TO CONDITIONS/WAIVER FOR DIMINUTION OF VALUE

The undersigned is the owner of the parcel of land described in EXHIBIT A hereto that is the subject of the Zoning Map Change 20140094 for parcel 404-18-181D. I have reviewed the conditions of rezoning and by signing this document, the undersigned agrees and consents to all the conditions imposed by the Town of Camp Verde in conjunction with the approval of the Rezoning Application and waives any right to compensation for diminution in value pursuant to Arizona Revised Statutes § 12-1134 that may now or in the future exist as a result of the approval of the rezoning and conditions.

Dated this 12 day of JUNE, 2014

Tierra Verde Holdings, LLC
OWNER:

JOHN BASSOUS

Owner

[Signature]
Signature

STATE OF ARIZONA)
) ss.
County of Yavapai)

On this 12 day of June, 2014, before me, the undersigned Notary Public, personally appeared John Bassous, who acknowledged that this document was executed for the purposes therein contained.



[Signature]
Notary Public

My Commission Expires: Sep 2 2015

Minutes DRAFT
Special Session
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE 473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS STE. 106
THURSDAY JUNE 05, 2014
6:30 PM

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

1. **Call to Order**
Chairman Davis called the meeting to order at 6:30 pm.
2. **Roll Call**
Chairman Davis, Commissioners Norton, Freeman and Hough, Blue, and Parrish were present;
Absent: Commissioner Hisrich.

Also Present
Community Development Director Mike Jenkins, Asst. Planner Jenna Owens, Permit Technician Kendall Welch and Recording Secretary Marie Moore.
3. **Pledge of Allegiance**
Commissioner Hough 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:**
May 01, 2014 – General Plan Work Session
 - b. **Set Next Meeting, Date and Time:**
As Needed

On a Motion by Hough, seconded by Freeman, the Consent Agenda was unanimously approved by the Commission.

5. **Call to the Public for Items not on the Agenda**
6. **Public Hearing, Discussion and Possible Recommendation (or denial) to Council, an application submitted by Rob Witt owner of parcel 404-18-181D requesting a Minor General Plan Amendment to go from Rural Residential 2 acre minimum to Commercial for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma.**

On a Motion by Hough seconded by Blue Commission recommends approval to Council on the application submitted by Rob Witt owner of parcel 404-18-181D requesting a Minor General Plan Amendment to go from Rural Residential 2 acre

minimum to Commercial for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma. Commissioner Parrish opposed

Staff Presentation

Community Development Director Jenkins reviewed the requirements for a General Plan amendment and explained why this application is a Minor General Plan amendment. Mr. Jenkins reviewed comments from the neighborhood meeting and comments from the agencies.

Public Hearing Open

Applicant Rob Witt presented a Power Point presentation which explained the request for a minor General Plan amendment and gave statistics. The Power Point provided information on the economic status of various communities to substantiate his request

Commissioner Hough stated that he feels the statistics presented were not comparable to the Town of Camp Verde, Arizona.

Chairman Davis inquired how deep the property is regarding the proposed commercial property from Montezuma Castle Hwy. west to where the residential property begins. Jenkins confirmed it is approximately 600 feet.

Comments from Other Persons

John Bassous – owner of the property spoke of his tenure in Camp Verde as a resident and business owner. Bassous stated he has personally been able to bring in 8 businesses without the help of the Chamber of Commerce or Town during the time he has lived in Camp Verde. All but one of those businesses are still operating and create \$2 million in revenue.

Bassous spoke of 4 businesses known to him that have chosen not to build in Camp Verde due to some sort of zoning issue and the extensive time period involved before those businesses would be open to the public. Bassous encouraged the Commission to consider the consequences of not allowing further expansion and economic growth in the town.

Janet Kreienkamp questioned what the impact of water usage would be if the amendment is passed. Jenkins informed the Commission and public that the general plan refers to potable water and the requested minor General Plan amendment meets the requirements as described in the current General Plan. The problem being is, in regards to water, is the unknown of what would be going on the property.

Chairman Davis inquired about the possibility of sewer service. Jenkins stated there has not been plan to provide sewer by the Town of Camp Verde.

Ronald Kreienkamp informed the Commission that it is difficult to comment on the matter when it is not known what type of business would be constructed on the property. He did have a concern about the potential traffic increase.

John Bassous conferred that Kreienkamp had a valid concern, but indicated that Planning and Zoning has to consider traffic and there are certain laws they have to live by such as access and deceleration lanes. We have to provide the site plan and construction is contingent on the Town requirements.

Vince Polo commended the Power Point presentation, but questioned how the applicants propose to attract tourists to come down the road, is the Casino going to put up a sign which says "go this way for commercial activity?" How are they going to attract the tourists they want to target for this development?

Amber Polo stated her concern about the increase in traffic on the residential road Arena Del Loma. Stated she has seen substantial increase in usage just in 10 years. Polo spends a lot of time driving down Arena Del Loma and there is a lot more traffic now than there was 10 years ago. Polo also stated that the General Plan was passed and the citizens feel this area should be residential feels there is an aspect of trust of the citizens.

Chairman Davis indicated that there is a long term plan for traffic in the general plan.

Applicant's Rebuttal

Rob Witt stated he believes that the community development needs to take care of the neighbors. He did agree there would be an increase in traffic, it's a consequence of development. Speaking in regards to traffic, it is the Town's responsibility in terms of engineering, to make sure that the it is mitigated by making sure the roads are wide enough. Witt also stated it's whoever is doing the development it will be their responsibility to figure those out too. No one who builds a building will have to look at the impacts and engineering. Mr. Witt stated that they are in a good place as far as engineering, but stated there is an impact. No developer wants to do all of the plans if they don't have the zoning.

Janet Kreienkamp asked if the town has a long term traffic plan and is there a way for the public to find out this information?

Jenkins stated that the Town engineer & Public Works Director had a small mobile transportation study done within the Town of Camp Verde on traffic flows and how they have increased over the years and where they expect they will be needing to do improvements to be able to handle projected traffic flows. Once an applicant make a submittal they, will have to provide hydrology grading and drainage, traffic studies, whatever would be required to provide the safety and functionality of roadways and the drainages for development in Camp Verde.

Public Hearing Closed

Parrish inquired with all the extra traffic down the road, who is going to pay for the widening of the road. People who live near the project are not going to want to look at the back of the buildings with their dumpsters and trucks running back in that area. How are we going to handle all of the traffic in the front? Who is going to pay for the road out there?

Hough stated that in all of his years he has never considered a zoning change without knowing what was going to be on the property. I'm not opposed to changing this to commercial. We are currently re-writing the General Plan which is required by law and we have already talked about this area and we have agreed that this area should be commercial property on this side of Montezuma Castle Hwy. Question for staff is if we make a recommendation to Council, how many times can this land be divided? I'm concerned on how this parcel is going

to be broken up and how it is going to be used.

Jenkins stated the minimum lot area required for commercial is 2500 square feet.

Hough if this were to be recommended to Council for commercial zoning, what is the potential of selling off a single acre of land with no access study or circulation study?

Jenkins if a developer purchases a property with a zone change and decides to sell a portion of that off whoever buys the property will not have to go through the zone change process but they will have to go through the Development Standards Review.

Hough asked how many times a residential property may be divided? My question is can they divide this property (commercial) into 25 parcels?

Jenkins in the state of Arizona subdivision is considered on residential properties. To the best of my knowledge, the state does not consider the division of commercial properties, it's only residential which is regulated. Our Ordinance says you do not split more than three times. However our Ordinance does not differentiate between residential and commercial.

Hough stated he is in favor of this being commercial property but I would like this brought back to us as a PAD with a circulation element with some idea of what type of development will be there. I'm am concerned about the circulation patterns.

Jenkins we deal with these types of problems on a daily basis. We have to work with all of these concerns. Our Ordinance is at a point where we have control, therefore we can insure good development in the Verde Valley.

Hough if you put in a PAD do you have to put in the infrastructure or can the property just be there without it?

Jenkins if someone comes in with a PAD or a PUD the customer has to provide a site plan for the Commission's recommendation and Council approval. The applicant cannot deviate from their site plan or they will have to come back with an amendment.

Hough asked if a PAD or a PUD have to be built all at one time.

Jenkins projects of this type can be done in phases, but permits have to be pulled within a two (2) year period it will void automatically.

Hough a PAD cannot have underlying hard zoning?

Jenkins a PAD allows for flexibility in development. You have to have a certain level of requirement and that requirement is the underlying zoning. Jenkins continued with a further explanation of PAD & PUD development requirements.

Hough stated that if the Commission approves the minor General Plan amendment the only way they can do this development is to do a PAD or a PUD.

Jenkins by making this property C2, they will not be on a time limit. Any use allowed in C2 will be allowed to occupy the property.

Freeman acknowledged the questions and concerns and stated that this activity is what the town is looking for. In the last few months, working with the proposed General Plan, that this is the right place and time for this project. A lot of people, myself included would like to have guarantees and we want to know the outcome before we take a change. There are no guarantees. I've been a builder for many years. The current Community Development Department is capable of controlling these kinds of issues with good set of ordinances which we have not had in the past. It's a good system which is getting better all the time. I want Camp Verde to become the best it can become. Finances in our town are not enough to do the minimal things. A step like this is important and needed. We need to move forward with caution with informed information and safeguards and this is difficult with a guarantee. This is the type of thing the Town needs to step up and have the courage to do. As a commissioner support in essence with what we have to do and where we need to go.

Norton referred to the proposed General Plan Land Use element and the process in which this character area there is a committee comprised of members from the community was discussed stating that this proposed amendment was recommended to be commercial during the process. It was recommended that this land be commercial. This area is currently zoned rural residential and that this property won't stay vacant forever, therefore, the question is how will this land be developed. It was mentioned in the proposed General Plan update that the area known as Jackson Flat be open space with no land trade. The area of land on the west side of Montezuma Castle Hwy will be developed in the future. When this land is developed, this is a small areal along Montezuma Castle Hwy. which is proposed to be developed is a small portion and a majority of the land is still residential. There will be traffic impacts regardless. This process of a minor General Plan amendment is new to me and I've always had a plan to review for what was going to be developed.

Hough stated that if this project was proposed 10 months from now, and the proposed General Plan was ratified by the voters this would not require a General Plan amendment. The new General Plan should be adopted in 2016.

Chairman Davis indicated that the commission had already looked at this Character Area during the work sessions for the proposed General Plan it the commissions feeling that this land should be commercial this is a good place for this to happen and the Town needs this. We are here to do things which will help the Town. After the discussion, I believe it should be recommended to that this area be amended to commercial and feels that C2 is appropriate. He supports the change.

Norton one of the other elements in the proposed General Plan work sessions is the transportation element which will be discussed within the next three (3) months. This will be a public meeting where this can be discussed.

Freeman there are safeguards already in place in behalf of the public's interests. Over the past five or six years, here has been a concern that the traffic would be a problem, noise might be a problem etc. These items are already part of the

Town procedures and there are hearings which have to take place where we work on the common goal. I want the safeguards and guarantees like everyone else, but we are better than we have ever been before. I feel as a citizen that our safeguards are being protected. That is what gives me the confidence to move this endeavor forward.

Norton, it's the process we go through when someone comes to us with a project all of the concerns with traffic, water and fire. It comes to us for a public hearing and it's pretty inclusive. The process is very involved and that the questions asked will be addressed.

Jenkins with the General Plan update the Commission has a consensus along with the citizen participation. Just a reminder that the General plan once it has the recommendation to Council and Council approves it still has to be ratified by the voters. The commission and sub-committee and the public have agreed at this time that the property along Montezuma Castle Hwy. should be commercial. Mike discussed PAD & PUD site plans and amendments to the site plans.

Hough, I came in tonight opposed to this application, but after discussion I have had a change of heart and I would like to make a motion of approval to Council.

7. **Public Hearing & Discussion & Possible recommendation (or denial) to Council on, an application submitted by Rob Witt owner of parcel 404-18-181D requesting a Zoning Map Change to go from R1L District (Residential: single-family limited) and R1 (Residential: single-family) to C2 District (Commercial: General sales and services) for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma.**

On a Motion by Hough seconded by Blue Commission recommends approval to Council on the application submitted by Rob Witt owner of parcel 404-18-181D requesting a Zoning Map Change to go from R1L District (Residential: single-family limited) and R1 (Residential: single-family) to C2 District (Commercial: General sales and services) for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma. The vote was unanimous.

Staff Presentation

Jenkins stated that the C2 district allows for single family residences. As well as multi-family which is why they are compatible uses. Jenkins read from the current Planning & Zoning Ordinance.

Public Hearing Open

No public comment was presented.

8. **Public Hearing & Discussion & Possible recommendation (or denial) to Council on an application submitted by Rob Witt agent for owner I 17 Cottonwood Properties, LLC, for parcel 403-22-019H requesting a Zoning Map Change to go from C2-4 (Commercial: General Sales & Service) to C3 (Commercial: Heavy Commercial) for approximately 4.13 acres located on the south side of State Route 260, north of I 17 approximately .39 miles on parcel 403-22-019H.**

On a Motion by Hough seconded by Freeman Commission recommends approval to Council on the application submitted by Rob Witt agent for owner I 17

Chairman B.J. Davis

Michael Jenkins – Community Development Director

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Chairman and Planning and Zoning Commission of the Town of Camp held on June 5, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2014.

Marie Moore, Recording Secretary



Exhibit A - Agenda Item Submission Form – Section I

Meeting Date: June 25, 2014 Town Council

- Consent Agenda Decision Agenda
- Presentation Only Recommendation to Council

Requesting Department: Community Development

Staff Resource/Contact Person: Michael F. Jenkins – Community Development Director

Agenda Title (be exact): Public Hearing, Discussion and Possible approval of Ordinance 2014 A396 an Ordinance of the Town of Camp Vere, Yavapai County, Arizona for Zoning Map Change 201400130, an application submitted by Mr. Rob Witt agent for owner I 17 Cottonwood Properties, LLC, for parcel 403-22-019H requesting a Zoning Map Change to go from C2-4 (Commercial: General Sales & Service) to C3 (Commercial: Heavy Commercial) for approximately 4.13 acres located on the west side of State Route 260, north of I 17 approximately .39 miles on parcel 403-22-019H. (This property will not have an address assigned until a building permit application has been submitted)

List Attached Documents: Application, Directions to Property, Letter of Intent, Neighborhood meeting affidavit, Site Plan, Vicinity Map, Land Use Map and Zoning Map of Adjacent properties.

Estimated Presentation Time: 15 min.

Estimated Discussion Time: 30 min.

Reviews Completed by:

Department Head: Michael Jenkins

Town Attorney Comments:

"Regarding the Diminution Form, If agent signed, need to see if agent had authority to sign" Staff provided the form to the Attorney so show it had the proper signatures from the owner's representatives. Add the word "upon" to Section 3.

Exhibit B – Agenda Item Submission Form – Section II (Staff Report)

Town of Camp Verde Town Council

Agenda Item Submission Form – Section II (Staff Report)

Department: Community Development

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

Contact Information: Mike Jenkins 554-0051

Background: The subject property currently is undeveloped. Staff research has produced the following items of consideration as taken from the current General Plan and the Planning & Zoning Ordinance:

- The Town of Camp Verde General Plan Land Use map indicated the subject parcel as being within the Commercial Land Use designation. This zoning amendment request conforms to the current General Plan.
- Parcel 403-21-015G adjacent to the subject parcel 403-22-019H on the North side of Wilshire Rd. is zoned as C3. Parcels 403-22-019B, 403-21-015J and 403-21-015H on the opposite east side of State Route 260 are zoned C3.
- Per Part One, Section 103 (Definition of Terms) spot zoning is defined as follows:
“Rezoning a lot or parcel of land to benefit the owner for a use that is incompatible with surrounding uses and does not conform to the adopted General Plan.”
As shown above, this Zoning Amendment, if approved, would not qualify as “Spot Zoning.”

The following has been completed by the applicant and staff:

- 5 letters were mailed to properties within 300’ of the subject parcel on May 14, 2014. This letter advised the neighbors of the Planning & Zoning Commission and the Town Council meeting times and dates.
The applicant mailed out letters to the neighboring property owners within 300’ of the subject property and invited them to a meeting to express concerns and comments. In addition the property was posted with the meeting information.
The meeting was held May 14, 2014 at the Camp Verde Parks and Recreations conference room from 2:00 pm to 3:00 pm., a staff member was present. There was one (2) neighbor who attended the meeting. Both citizens expressed support for the project.

Planning & Zoning Commission Recommendation:

- 8. *Public Hearing & Discussion & Possible recommendation (or denial) to Council on an application submitted by Rob Witt agent for owner I 17 Cottonwood Properties, LLC, for parcel 403-22-019H requesting a Zoning Map Change to go from C2-4 (Commercial: General Sales & Service) to C3 (Commercial: Heavy Commercial) for approximately 4.13 acres located on the south side of State Route 260, north of I 17 approximately .39 miles on parcel 403-22-019H.***

On a Motion by Hough seconded by Freeman Commission recommends approval to Council on the application submitted by Rob Witt agent for owner I 17 Cottonwood Properties, LLC, for parcel 403-22-019H requesting a Zoning Map Change to go from C2-4 (Commercial: General Sales & Service) to C3 (Commercial: Heavy Commercial) for approximately 4.13 acres located on the south side of State Route 260, north of I 17 approximately .39 miles on parcel 403-22-019H.

Recommended Motion: A Motion to approve (or deny) Ordinance 2014 A396 for Zoning Map Change 201400130 an application submitted by Mr. Rob Witt agent for owner I-17 Cottonwood Properties, LLC, for parcel 403-22-019H requesting a Zoning Map Change to go from C2-4 (Commercial: General Sales & Service) to C3 (Commercial: Heavy Commercial) for approximately 4.13 acres located on the west side of State Route 260, north of I 17 approximately .39 miles on parcel 403-22-019H.



ORDINANCE 2014 A396 DRAFT

AN ORDINANCE OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ADOPTING AN AMENDMENT TO THE ZONING MAP OF THE PLANNING AND ZONING ORDINANCE FOR PARCEL 403-22-019H CONSISTING OF APPROXIMATELY 4.13 ACRES FROM C2 (COMMERCIAL: GENERAL SALES & SERVICE) TO A ZONING OF C3 (COMMERCIAL: HEAVY COMMERCIAL). LOCATION OF PROPERTY IS ON PARCEL 404-22-019H ON THE WEST SIDE OF STATE ROUTE 260, NORTH OF I 17 APPROXIMATELY .39 MILES ON PARCEL 403-22-019H.

WHEREAS, The Town of Camp Verde adopted the Planning and Zoning Ordinance in Ordinance 2011-A374, approved June 25, 2011 and,

WHEREAS, Part 6, Section 601 of the Planning and Zoning Ordinance allows for the amendment, supplement or change of zoning boundaries or zoning text regulation of the Planning and Zoning Ordinance by the Town Council and,

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE:

Section 1:

I The Town Council hereby finds as follows:

- A. A request for **Zoning Map Change 20140130** was filed by Mr. Rob Witt, agent for the owner which is I 17 Cottonwood Properties, LLC for the purpose of rezoning parcel 403-22-019H **FROM C2 (Commercial: General Sales & Service) to C3 (Commercial: Heavy Commercial)**. The legal description is attached as **Exhibit A**.
- B. The Zoning Map Change was reviewed and approved by the Planning Commission on **June 05, 2014** in public hearing that was advertised and posted according to state Law.
- C. A neighborhood Meeting was held by the applicant on **May 14, 2014** as required by ARS 9-462.03B.
- D. The Waiver of Diminution of Value Claim has been signed by the owner and is attached as **Exhibit B**.
- F. The proposed use will not constitute a threat to the health, safety, welfare or convenience to the general public and should be approved.

Zoning Map Change 201400130 is approved, based upon the following findings:

- A. The property is classified on the Town's General Plan Land Use Map as commercial and the rezoning hereunder is consistent with the Camp Verde General Plan.
- B. The Zoning Change will promote the public health, safety, and welfare of the general public.

Section 2. All ordinances or parts of ordinances adopted by the Town of Camp Verde in conflict with the provisions of this ordinance or any part of the code adopted are hereby repealed, effective as of the effective date of this ordinance.

Section 3. This ordinance is effective upon the expiration of a thirty (30) day period following the adoption hereof and upon completion of publication and any posting as required by law.

Section 4. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

PASSED AND ADOPTED by a majority vote of the Town Council in an open meeting by the Town Council, Town of Camp Verde, Arizona, on the 25th day of June 2014.

Approved: _____
Charles German - Mayor

Date: _____

Attest: _____
Deborah Barber, Town Clerk

Approved as to form:

Town Attorney



HERITAGE

Land Survey & Mapping Inc.

EXHIBIT "A"

The following is a description of a parcel of land located within the Northwest Quarter of section 25, and the Southwest Quarter of section 24, Township 14 North, Range 4 East, of the Gila and Salt River Base and Meridian, Yavapai County, Said parcel being more particularly described as follows:

Beginning for reference at the found BLM brass cap marking the Northwest corner of said section 25, From which a found 5/8" smooth iron pin marking the West Quarter of said section 25 bears South 01° 56' 49" West, [Basis of Bearing for this description] at a distance of 2,653.86 feet; Thence North 83° 52' 53" East, a distance of 504.33 feet, to the Westerly right-of-way line of HWY 260 and a found ADOT alum. cap set in concrete, marking the TRUE POINT OF BEGINNING;

Thence South 12° 22' 06" East, a distance of 722.86 feet, along the Westerly right-of-way line of said Highway 260, to a found ADOT alum. cap set in concrete.

Thence South 77° 36' 36" West, a distance of 191.89 feet, to the Easterly right-of-way line of North Moonrise Drive, and a found ADOT alum. cap set in concrete; marking the beginning of a curve to the left, concave to the West, From which the radius point of said curve bears South 89° 07' 45" West, at a distance of 602.89 feet;

Thence along said curve to the left, and along the Easterly right-of-way line of North Moonrise Drive, through a central angle of 28° 54' 36", an arc distance of 304.20 feet; to a found ADOT alum cap set in concrete. [said curve also having a Chord Bearing of North 15° 19' 33" West, and a chord distance of 300.99 feet.]

Thence North 29° 46' 33" West, a distance of 182.36 feet, along the Easterly right-of-way line of North Moonrise Drive Road, to a found ADOT alum cap set in conc. marking the beginning of a curve to the right, concave to the east, from which the radius point of said curve bears North 60° 12' 59" East, at a distance of 686.20 feet;

Thence along said curve to the right, and along the Easterly right-of-way line of North Moonrise Drive, through a central angle of $17^{\circ} 25' 57''$, an arc distance of 208.78 feet, to a found ADOT alum cap set in concrete; [said curve also having a chord bearing of North $21^{\circ} 04' 02''$ West, and a chord distance of 207.98 feet] .

Thence North $12^{\circ} 11' 21''$ West, a distance of 22.97 feet, along the Easterly right-of-way line of North Moonrise Drive, to a found ADOT alum. cap set in concrete;

Thence North $32^{\circ} 42' 13''$ East, a distance of 28.32 feet, along the Easterly right-of-way line of North Moonrise Drive, to a found ADOT alum cap set in concrete, marking the South right-of-way line of Wilshire Road;

Thence North $77^{\circ} 40' 32''$ East, a distance of 273.31 feet, along the Southerly right-of-way line of Wilshire Road, to the TRUE POINT OF BEGINNING;

Subject parcel of land contains 3.85 acres more or less, and is subject to all exceptions, easements and other items of the public record that may be pertinent to the subject parcel.



Expires 3-31-16

Date of Birth: 2/11/1965

EXHIBIT "B"

CONSENT TO CONDITIONS/WAIVER FOR DIMINUTION OF VALUE

The undersigned is the owner of the parcel of land described in EXHIBIT A hereto that is the subject of the Zoning Map Change 20140130 for parcel 403-22-019H. I have reviewed the conditions of rezoning and by signing this document, the undersigned agrees and consents to all the conditions imposed by the Town of Camp Verde in conjunction with the approval of the Rezoning Application and waives any right to compensation for diminution in value pursuant to Arizona Revised Statutes § 12-1134 that may now or in the future exist as a result of the approval of the rezoning and conditions.

Dated this 1st day of April, 2014.

OWNER:

I-17/COTTONWOOD PROPERTIES, LLC
An Arizona limited liability company

BY: BLACK CANYON/CAMP VERDE INTERCHANGE
LIMITED PARTNERSHIP,
an Arizona limited partnership
As the Sole Member of I-17/Cottonwood Properties, LLC

BY: M.R.S. INVESTMENT COMPANY, L.L.P.
An Arizona limited liability partnership
As General Partner of Black Canyon/Camp Verde
Interchange Limited Partnership

BY: _____


Jay C. Stuckey, Jr.
Partner

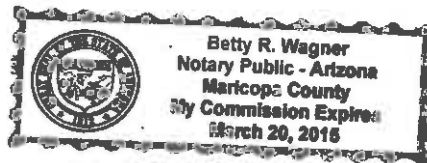
STATE OF ARIZONA)
) ss.
County of Maricopa)

On this 1st day of April, 2014, before me, the undersigned Notary Public, personally appeared Jay C. Stuckey, Jr., who acknowledged that this document was executed for the purposes therein contained.



Notary Public

My Commission Expires:
March 20, 2015



Zoning Map Change Check List

Pre-Application Conference with staff and the Acting Community Development Director

***Staff Report**

Will include summary of agency & citizen's comments, Town requirements, and applicant's narrative as it addresses requirements for application and recommended stipulations if approved (if any).

***Ordinance (for Council Hears Planning & Zoning)**

Agency Comments

- Notification List
- Responses

Letter of request to be annexed into the Camp Verde Fire District or letter from the Camp Verde Fire District stating that applicant is already in the Camp Verde Fire District.

*** Application including:**

1. ***Directions to Property**
2. ***Letter of Intent (Narrative)**
3. ***Consent or Approval letter from property owner (if applicable)**
4. ***Public Participation, Neighborhood meeting, completed. Date: 5-14-2014**
 - ***Affidavit of summary of meeting**
 - ***Statement of how the applicant addressed neighborhood concerns.**
 - **Copy of letter sent to neighbor's within 300'**
 - **Posting of Property by applicant (photo)**
 - **Affidavit attesting to notification of neighbors**
 - **Sign in sheet**

***Site Plan**

***Land Use Map**

***Vicinity Map**

***Adjacent land use**

Ordinance (for Council)

Reviewed and approved by Town Attorney.

Legal Description

Advertising & Posting has been completed & meet State Law Requirements

NOTE: *Indicates included in packet



Land Use

Project #: 20140130

Case: 14-15

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 | |
| Site Plan Compatibility Review (Commercial) | | |
| Other: _____ | | |

2. Project Name: Vinces Auto Body

Please print or type legibly

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

Owner Name: Republic Company Applicant Name: Rob Witt

Address: _____ Address: 465 W Herford Dr

City: _____ State: _____ Zip: _____ City: Camp Verde State: AZ Zip: 86322

Phone: 928-202-1000 Phone: _____

E-mail: rob.witt@ERA.com E-Mail: _____

4. Property Description: Parcel Number 403-22-019 H Acres: 4.13

Address or Location: _____

Existing Zoning: C-2-H Existing Use: _____

Proposed Zoning: C-3 Proposed Use: _____

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

Build Center for Vinces Auto Body

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: _____ Date: _____ AND

*SEE ATTACHED
Designation of agent*

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

Applicant: [Signature] Date: 4/2/14

DIRECTIONS TO PROPERTY

Assessor's Parcel Number: 403-22-019H

Applicant's Name: I-17/Cottonwood Properties, L.L.C.

Property Address: No Physical Address

Directions To Property:

Property is located off of the Interstate-17/Camp Verde Interchange. It is on the west side of State Route 260, north of the Chevron gas station and Wendy's hamburgers.

Wilshire Road is on the northern boundary of the parcel.

N. Moonrise Drive is located along the western boundary of the parcel.

State Route 260 is along the eastern boundary of the parcel.

West Pueblo Ridge Road is approximately 350 feet south of the southern boundary of the parcel.



**Real Estate
Professionals**
"Always There For You"

Jenna Owens
Camp Verde Community Development Department
Camp Verde AZ 86322

RE: Letter of Intent Zoning map change 409-22-019H

Dear Jenna,

It is the intention of the owner of the above referenced property to sell the property to Jim and Dawn Bachler owners of Vince's Auto body to construct a new Collision Center in Camp Verde. The location of the property will provide Vince's with outstanding exposure to the driving public which will benefit both the town and the collision center. The location will bring awareness to literally all the residents of the Verde Valley as to the presence of Vince's Auto body in Camp Verde. This raises the possibility that residents of other communities may choose to have work done on their vehicles in Camp Verde which will help our tax base.

The parcel is located in the Growth area of the 2005 General plan and does not require a General plan amendment. It is contiguous to Parcel 403-21-015G which is currently designed C-3 zoning and Across the street from 403-21-015J which also carries the C-3 Designation. In addition there is no property with a residential designation attached to this parcel.

Access is ideal with turn in lanes at both Wilshire and Pueblo Ridge. Utilities are available. The success of this Zoning map change will serve to allow Vince's Auto Body to begin the design and ultimately build his facility in this location.

Thank you for your consideration.


Rob Witt

Agent for Owners



TOWN OF CAMP VERDE
 Community Development Department
 473 S. Main Street, Suite 108
 Camp Verde, AZ 86322
 (928) 554-0050 • Fax (928) 567-7401
 Website: www.campverde.az.gov

FORM 2014 041102

*Designation of Agent
 Property Development*

Parcel Number: 403-22-019H Date: 4-1-14

Owner: F-17/Cottonwood Properties LLC

Address: P O Box 87420 Phoenix AZ 85080-7420

Phone: (602) 494 0202 E-mail: stuckeyjc@aol.com

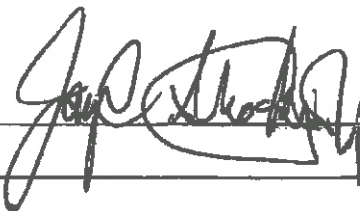
cc: bwagner@replos.com

WHEREAS, the above property owner is seeking to develop or improve real property within the municipal limits of the Town of Camp Verde, Yavapai County, Arizona, which will require the filing, processing, and payment of certain zoning, construction and inspection permits and reports, both from the Town and related agencies, and

WHEREAS, the owner elects to designate an agent with authority to file and process all necessary permits and information related to property zoning and improvement, including the authority to pay fees and consent to inspections,

NOW THEREFORE, the undersigned owner hereby designates Robert Wirth
 _____, whose address is: 325 W Girley St #102 Phoenix AZ 86301

as agent to file the permit applications and related documents with the Town of Camp Verde, with such authority to continue to October 31, 2014, or the application process is complete, whichever is later, or as may be earlier revoked in writing.


 _____, Owners (s)

Zoning Map Change Public Meeting Affidavit:


**By Robert Witt
Agent for Owner
Owner Camp Verde Tax parcel 403-22-019H**

This meeting for the Zoning Map change was held on May 14th at 2:00 PM. I Robert Witt agent for the Owner of Parcel 403-22-019H have notified the neighbors within 300' of this parcel, by sending letter on April 26, 2014 to notify them of the neighborhood meeting that I conducted on the Wednesday May 14th AT 2:00 PM at the Camp Verde Parks and Recreation Conference Room 310.

I Robert Witt Agent for owner of Parcel 403-22-019H have provided a summary of the neighborhood meeting I conducted to the Planning and Zoning Department held on the 14th Day of May 2014

Statement: Two concerned citizens came to the meeting. Andy Groseta and Jim Bachler attended and expressed support for the project. Jim would like to build on the property if the zoning is changed and Andy would love to see someone build on the property which he feels will help the value of his property as long as the project is done in good taste.

The meeting was very short and we all sang Kum By Ya at the end. Just kidding!

By 

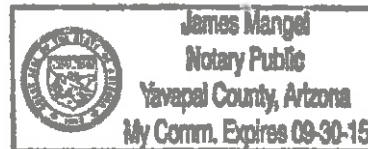
STATE OF ARIZONA)
)ss.
COUNTY OF YAVAPAI)

The foregoing instrument was acknowledged before me, the undersigned notary public in and for said county and state, this 20th day of May, 2014, by Robert M. Witt, Manager of VERDE INCOME PARTNERS II, LLC, an Arizona limited liability company, for and on behalf of said limited liability company.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.


Notary Public

My Commission Expires:
9-30-15



Affidavit

I _____ owner of parcel _____ have notified my neighbors within 300' of my residence, by sending letters on _____ to notify them of the neighborhood meeting that I conducted on the _____ day of _____ 20____.

I posted my property with meeting date and time on the _____ day of _____ 20____.

I _____ owner of parcel _____ have provided a summary of Neighborhood meeting I conducted to the Planning & Zoning Department of Camp Verde within 15 days attesting to the issues and concerns discussed at the Neighborhood Meeting held on the _____ day of _____ 20____.

Summary Statement: _____

SEE TYPED COPY

If Summary statement is too long, attach a copy.

State of Arizona }

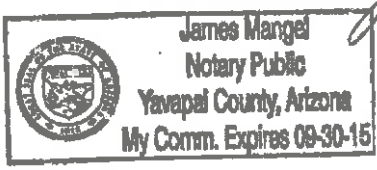
County of Yavapai }

[Signature]
Signature of Document Signer No. 1

Signature of Document Signer No. 2

Subscribed and sworn to (or affirmed) before me this 20th day of MAY 2014.

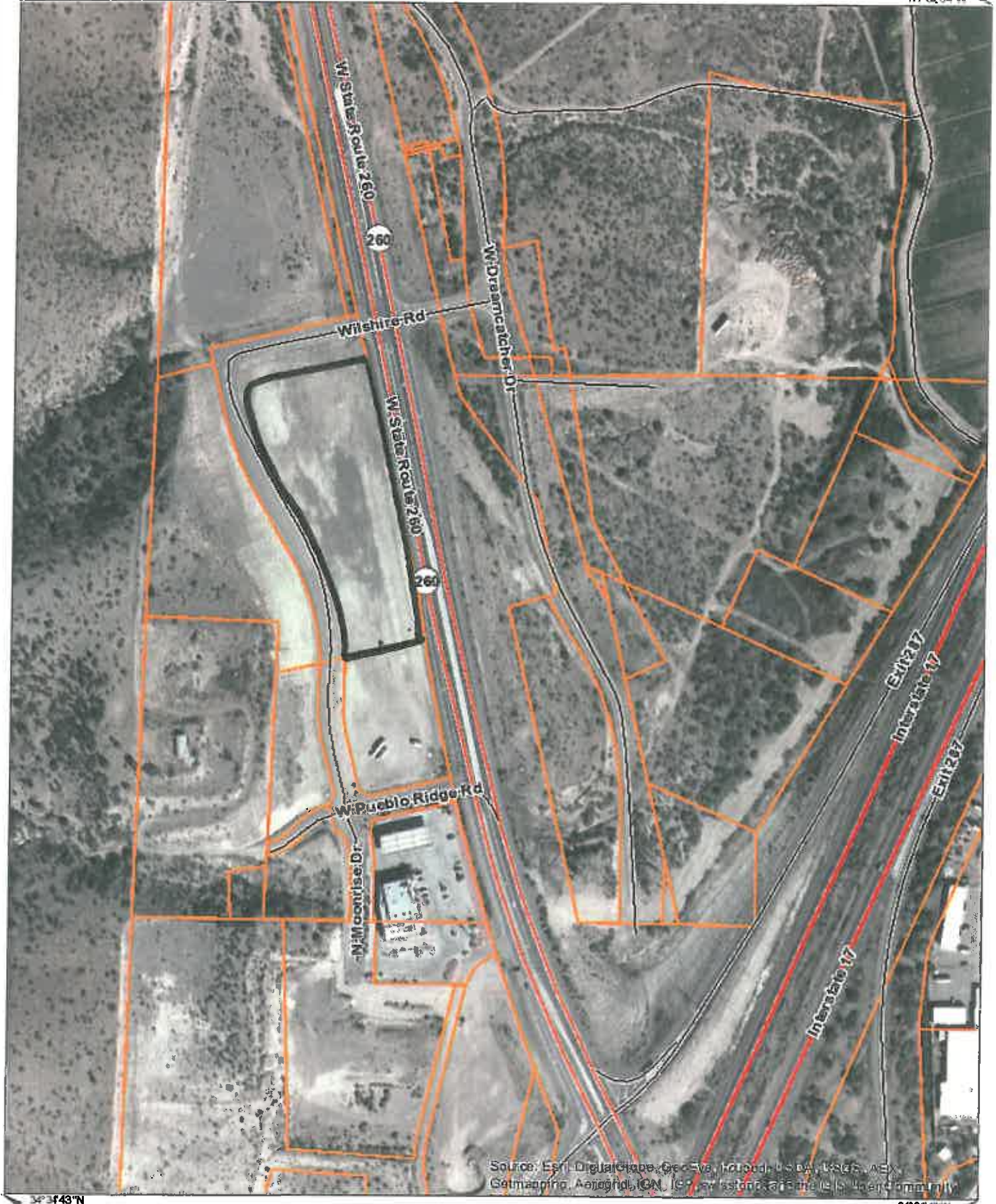
James Mangel
Signature of Notary



34°35'11"N
111°53'22"W

403-22-019H

34°35'11"N
111°52'54"W



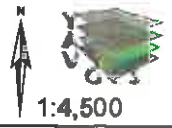
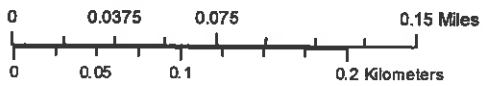
Source: Esri, DigitalGlobe, GeoEye, IGN, CNR, USDA, USGS, AeroGRID, IGN, ICG, Swire, GeoEye, and the U.S. Department of Homeland Security

34°34'43"N
111°53'22"W

34°34'43"N
111°52'54"W



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.



Yavapai County assumes no responsibility for errors, omissions, and/or inaccuracies in this mapping product.

Map Created 5/15/2014

Land Use Map

34°35'10"N
111°53'27"W

34°35'10"N
111°52'58"W

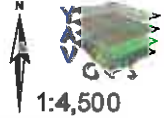
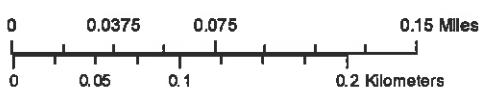


34°34'41"N
111°53'27"W

34°34'41"N
111°52'58"W



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Zoning Map

34°35'10"N
111°53'27"W

34°35'10"N
111°52'59"W

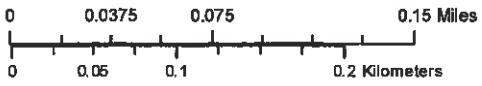


34°34'41"N
111°53'27"W

34°34'41"N
111°52'59"W



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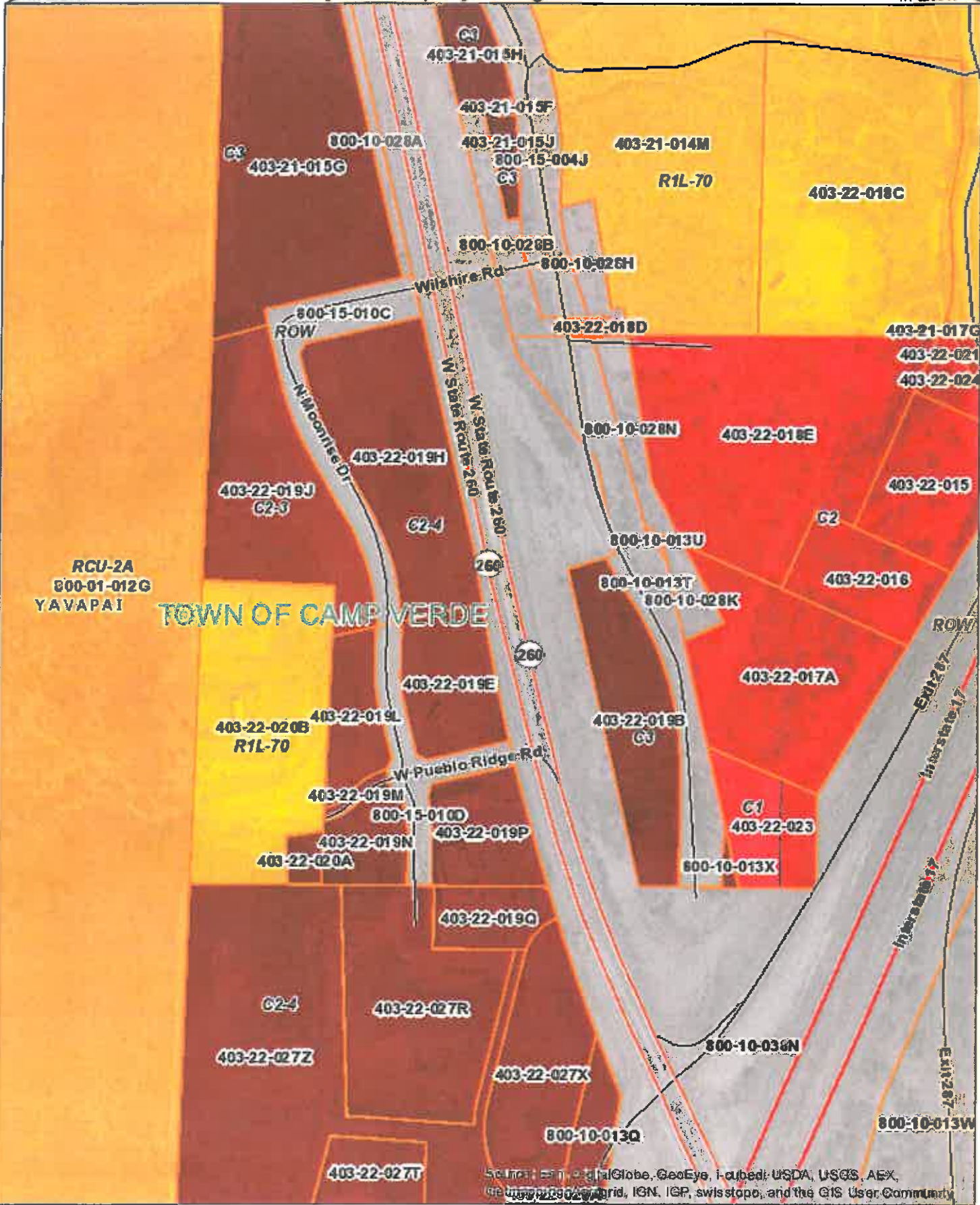
Yavapai County assumes no responsibility for errors, omissions, and/or inaccuracies in this mapping product.

Map Created 4/15/2014

Adjacent Property Zoning Classifications

34°35'10"N
111°53'24"W

34°35'10"N
111°52'56"W



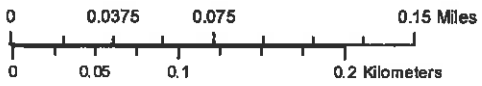
34°34'42"N
111°53'24"W

34°34'42"N
111°52'56"W

Source: Esri, DigitalGlobe, GeoEye, i-cubed, USDA, USGS, AEX, GeoEye, IGN, IGP, swisstopo, and the GIS User Community



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CONSENT TO CONDITIONS/WAIVER FOR DIMINUTION OF VALUE

The undersigned is the owner of the parcel of land described in EXHIBIT A hereto that is the subject of the Zoning Map Change _____ for parcel 403-22-019H. I have reviewed the conditions of rezoning and by signing this document, the undersigned agrees and consents to all the conditions imposed by the Town of Camp Verde in conjunction with the approval of the Rezoning Application and waives any right to compensation for diminution in value pursuant to Arizona Revised Statutes § 12-1134 that may now or in the future exist as a result of the approval of the rezoning and conditions.

Dated this 1st day of April, 2014.

OWNER:

I-17/COTTONWOOD PROPERTIES, LLC
An Arizona limited liability company

**BY: BLACK CANYON/CAMP VERDE INTERCHANGE
LIMITED PARTNERSHIP,**
an Arizona limited partnership
As the Sole Member of I-17/Cottonwood Properties, LLC

BY: M.R.S. INVESTMENT COMPANY, L.L.P.
An Arizona limited liability partnership
As General Partner of Black Canyon/Camp Verde
Interchange Limited Partnership

BY: _____


Jay C. Stuckey, Jr.
Partner

Minutes DRAFT
Special Session
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE 473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS STE. 106
THURSDAY JUNE 05, 2014
6:30 PM

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

1. **Call to Order**
Chairman Davis called the meeting to order at 6:30 pm.
2. **Roll Call**
Chairman Davis, Commissioners Norton, Freeman and Hough, Blue, and Parrish were present;
Absent: Commissioner Hisrich.

Also Present
Community Development Director Mike Jenkins, Asst. Planner Jenna Owens, Permit Technician Kendall Welch and Recording Secretary Marie Moore.
3. **Pledge of Allegiance**
Commissioner Hough 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:**
May 01, 2014 – General Plan Work Session
 - b. **Set Next Meeting, Date and Time:**
As Needed

On a Motion by Hough, seconded by Freeman, the Consent Agenda was unanimously approved by the Commission.
5. **Call to the Public for Items not on the Agenda**
6. **Public Hearing, Discussion and Possible Recommendation (or denial) to Council, an application submitted by Rob Witt owner of parcel 404-18-181D requesting a Minor General Plan Amendment to go from Rural Residential 2 acre minimum to Commercial for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma.**

On a Motion by Hough seconded by Blue Commission recommends approval to Council on the application submitted by Rob Witt owner of parcel 404-18-181D requesting a Minor General Plan Amendment to go from Rural Residential 2 acre

minimum to Commercial for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma. Commissioner Parrish opposed

Staff Presentation

Community Development Director Jenkins reviewed the requirements for a General Plan amendment and explained why this application is a Minor General Plan amendment. Mr. Jenkins reviewed comments from the neighborhood meeting and comments from the agencies.

Public Hearing Open

Applicant Rob Witt presented a Power Point presentation which explained the request for a minor General Plan amendment and gave statistics. The Power Point provided information on the economic status of various communities to substantiate his request

Commissioner Hough stated that he feels the statistics presented were not comparable to the Town of Camp Verde, Arizona.

Chairman Davis inquired how deep the property is regarding the proposed commercial property from Montezuma Castle Hwy. west to where the residential property begins. Jenkins confirmed it is approximately 600 feet.

Comments from Other Persons

John Bassous – owner of the property spoke of his tenure in Camp Verde as a resident and business owner. Bassous stated he has personally been able to bring in 8 businesses without the help of the Chamber of Commerce or Town during the time he has lived in Camp Verde. All but one of those businesses are still operating and create \$2 million in revenue.

Bassous spoke of 4 businesses known to him that have chosen not to build in Camp Verde due to some sort of zoning issue and the extensive time period involved before those businesses would be open to the public. Bassous encouraged the Commission to consider the consequences of not allowing further expansion and economic growth in the town.

Janet Kreienkamp questioned what the impact of water usage would be if the amendment is passed. Jenkins informed the Commission and public that the general plan refers to potable water and the requested minor General Plan amendment meets the requirements as described in the current General Plan. The problem being is, in regards to water, is the unknown of what would be going on the property.

Chairman Davis inquired about the possibility of sewer service. Jenkins stated there has not been plan to provide sewer by the Town of Camp Verde.

Ronald Kreienkamp informed the Commission that it is difficult to comment on the matter when it is not known what type of business would be constructed on the property. He did have a concern about the potential traffic increase.

John Bassous conferred that Kreienkamp had a valid concern, but indicated that Planning and Zoning has to consider traffic and there are certain laws they have to live by such as access and deceleration lanes. We have to provide the site plan and construction is contingent on the Town requirements.

Vince Polo commended the Power Point presentation, but questioned how the applicants propose to attract tourists to come down the road, is the Casino going to put up a sign which says "go this way for commercial activity?" How are they going to attract the tourists they want to target for this development?

Amber Polo stated her concern about the increase in traffic on the residential road Arena Del Loma. Stated she has seen substantial increase in usage just in 10 years. Polo spends a lot of time driving down Arena Del Loma and there is a lot more traffic now than there was 10 years ago. Polo also stated that the General Plan was passed and the citizens feel this area should be residential feels there is an aspect of trust of the citizens.

Chairman Davis indicated that there is a long term plan for traffic in the general plan.

Applicant's Rebuttal

Rob Witt stated he believes that the community development needs to take care of the neighbors. He did agree there would be an increase in traffic, it's a consequence of development. Speaking in regards to traffic, it is the Town's responsibility in terms of engineering, to make sure that the it is mitigated by making sure the roads are wide enough. Witt also stated it's whoever is doing the development it will be their responsibility to figure those out too. No one who builds a building will have to look at the impacts and engineering. Mr. Witt stated that they are in a good place as far as engineering, but stated there is an impact. No developer wants to do all of the plans if they don't have the zoning.

Janet Kreienkamp asked if the town has a long term traffic plan and is there a way for the public to find out this information?

Jenkins stated that the Town engineer & Public Works Director had a small mobile transportation study done within the Town of Camp Verde on traffic flows and how they have increased over the years and where they expect they will be needing to do improvements to be able to handle projected traffic flows. Once an applicant make a submittal they, will have to provide hydrology grading and drainage, traffic studies, whatever would be required to provide the safety and functionality of roadways and the drainages for development in Camp Verde.

Public Hearing Closed

Parrish inquired with all the extra traffic down the road, who is going to pay for the widening of the road. People who live near the project are not going to want to look at the back of the buildings with their dumpsters and trucks running back in that area. How are we going to handle all of the traffic in the front? Who is going to pay for the road out there?

Hough stated that in all of his years he has never considered a zoning change without knowing what was going to be on the property. I'm not opposed to changing this to commercial. We are currently re-writing the General Plan which is required by law and we have already talked about this area and we have agreed that this area should be commercial property on this side of Montezuma Castle Hwy. Question for staff is if we make a recommendation to Council, how many times can this land be divided? I'm concerned on how this parcel is going

to be broken up and how it is going to be used.

Jenkins stated the minimum lot area required for commercial is 2500 square feet.

Hough if this were to be recommended to Council for commercial zoning, what is the potential of selling off a single acre of land with no access study or circulation study?

Jenkins if a developer purchases a property with a zone change and decides to sell a portion of that off whoever buys the property will not have to go through the zone change process but they will have to go through the Development Standards Review.

Hough asked how many times a residential property may be divided? My question is can they divide this property (commercial) into 25 parcels?

Jenkins in the state of Arizona subdivision is considered on residential properties. To the best of my knowledge, the state does not consider the division of commercial properties, it's only residential which is regulated. Our Ordinance says you do not split more than three times. However our Ordinance does not differentiate between residential and commercial.

Hough stated he is in favor of this being commercial property but I would like this brought back to us as a PAD with a circulation element with some idea of what type of development will be there. I'm am concerned about the circulation patterns.

Jenkins we deal with these types of problems on a daily basis. We have to work with all of these concerns. Our Ordinance is at a point where we have control, therefore we can insure good development in the Verde Valley.

Hough if you put in a PAD do you have to put in the infrastructure or can the property just be there without it?

Jenkins if someone comes in with a PAD or a PUD the customer has to provide a site plan for the Commission's recommendation and Council approval. The applicant cannot deviate from their site plan or they will have to come back with an amendment.

Hough asked if a PAD or a PUD have to be built all at one time.

Jenkins projects of this type can be done in phases, but permits have to be pulled within a two (2) year period it will void automatically.

Hough a PAD cannot have underlying hard zoning?

Jenkins a PAD allows for flexibility in development. You have to have a certain level of requirement and that requirement is the underlying zoning. Jenkins continued with a further explanation of PAD & PUD development requirements.

Hough stated that if the Commission approves the minor General Plan amendment the only way they can do this development is to do a PAD or a PUD.

Jenkins by making this property C2, they will not be on a time limit. Any use allowed in C2 will be allowed to occupy the property.

Freeman acknowledged the questions and concerns and stated that this activity is what the town is looking for. In the last few months, working with the proposed General Plan, that this is the right place and time for this project. A lot of people, myself included would like to have guarantees and we want to know the outcome before we take a change. There are no guarantees. I've been a builder for many years. The current Community Development Department is capable of controlling these kinds of issues with good set of ordinances which we have not had in the past. It's a good system which is getting better all the time. I want Camp Verde to become the best it can become. Finances in our town are not enough to do the minimal things. A step like this is important and needed. We need to move forward with caution with informed information and safeguards and this is difficult with a guarantee. This is the type of thing the Town needs to step up and have the courage to do. As a commissioner support in essence with what we have to do and where we need to go.

Norton referred to the proposed General Plan Land Use element and the process in which this character area there is a committee comprised of members from the community was discussed stating that this proposed amendment was recommended to be commercial during the process. It was recommended that this land be commercial. This area is currently zoned rural residential and that this property won't stay vacant forever, therefore, the question is how will this land be developed. It was mentioned in the proposed General Plan update that the area known as Jackson Flat be open space with no land trade. The area of land on the west side of Montezuma Castle Hwy will be developed in the future. When this land is developed, this is a small areal along Montezuma Castle Hwy. which is proposed to be developed is a small portion and a majority of the land is still residential. There will be traffic impacts regardless. This process of a minor General Plan amendment is new to me and I've always had a plan to review for what was going to be developed.

Hough stated that if this project was proposed 10 months from now, and the proposed General Plan was ratified by the voters this would not require a General Plan amendment. The new General Plan should be adopted in 2016.

Chairman Davis indicated that the commission had already looked at this Character Area during the work sessions for the proposed General Plan it the commissions feeling that this land should be commercial this is a good place for this to happen and the Town needs this. We are here to do things which will help the Town. After the discussion, I believe it should be recommended to that this area be amended to commercial and feels that C2 is appropriate. He supports the change.

Norton one of the other elements in the proposed General Plan work sessions is the transportation element which will be discussed within the next three (3) months. This will be a public meeting where this can be discussed.

Freeman there are safeguards already in place in behalf of the public's interests. Over the past five or six years, here has been a concern that the traffic would be a problem, noise might be a problem etc. These items are already part of the

Town procedures and there are hearings which have to take place where we work on the common goal. I want the safeguards and guarantees like everyone else, but we are better than we have ever been before. I feel as a citizen that our safeguards are being protected. That is what gives me the confidence to move this endeavor forward.

Norton, it's the process we go through when someone comes to us with a project all of the concerns with traffic, water and fire. It comes to us for a public hearing and it's pretty inclusive. The process is very involved and that the questions asked will be addressed.

Jenkins with the General Plan update the Commission has a consensus along with the citizen participation. Just a reminder that the General plan once it has the recommendation to Council and Council approves it still has to be ratified by the voters. The commission and sub-committee and the public have agreed at this time that the property along Montezuma Castle Hwy. should be commercial. Mike discussed PAD & PUD site plans and amendments to the site plans.

Hough, I came in tonight opposed to this application, but after discussion I have had a change of heart and I would like to make a motion of approval to Council.

7. **Public Hearing & Discussion & Possible recommendation (or denial) to Council on, an application submitted by Rob Witt owner of parcel 404-18-181D requesting a Zoning Map Change to go from R1L District (Residential: single-family limited) and R1 (Residential: single-family) to C2 District (Commercial: General sales and services) for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma.**

On a Motion by Hough seconded by Blue Commission recommends approval to Council on the application submitted by Rob Witt owner of parcel 404-18-181D requesting a Zoning Map Change to go from R1L District (Residential: single-family limited) and R1 (Residential: single-family) to C2 District (Commercial: General sales and services) for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma. The vote was unanimous.

Staff Presentation

Jenkins stated that the C2 district allows for single family residences. As well as multi-family which is why they are compatible uses. Jenkins read from the current Planning & Zoning Ordinance.

Public Hearing Open

No public comment was presented.

8. **Public Hearing & Discussion & Possible recommendation (or denial) to Council on an application submitted by Rob Witt agent for owner I 17 Cottonwood Properties, LLC, for parcel 403-22-019H requesting a Zoning Map Change to go from C2-4 (Commercial: General Sales & Service) to C3 (Commercial: Heavy Commercial) for approximately 4.13 acres located on the south side of State Route 260, north of I 17 approximately .39 miles on parcel 403-22-019H.**

On a Motion by Hough seconded by Freeman Commission recommends approval to Council on the application submitted by Rob Witt agent for owner I 17 Cottonwood Properties, LLC, for parcel 403-22-019H requesting a Zoning Map Change to go from C2-4 (Commercial: General Sales & Service) to C3 (Commercial: Heavy Commercial) for approximately 4.13 acres located on the south side of State Route 260, north of I 17 approximately .39 miles on parcel 403-22-019H.

Staff Presentation

Owens gave background information on the property and explained the zoning map change would be compatible with other properties which are adjacent and zoned similar. Owens read from the Planning & Zoning Ordinance regarding "spot zoning" and explained that spot zoning does not apply in this request. Owens stated that the neighbors had been informed of the proposed Zoning Map Change.

Applicant's Statement

Witt explained the reason why this parcel would better benefit the applicant vs the previous public hearing request. Mr. Witt stated he feels this would allow an increase in revenues for the Town.

Comments From other persons

Mr. Jim Bachlor, owner of Vince's Auto Body, stated that he and his wife currently have a business in Sedona for 25 years along with a RV repair business in Camp Verde stated that the building will be self-contained with all of the work being done inside the building. His intentions are to eventually employ 15 – 25 people. Everything I do is super clean. Mr. Bachlor provided a conceptual drawing of the proposed building to the Commission.

Applicants Rebuttal

There was no rebuttal by the applicant.

Public Hearing Closed

Hough stated he drove out to the property and I feel the property is appropriate for the Zoning Map Change.

There will be no Public input on the following items:

9. **Commission Informational Reports:** Individual members of the Commission may provide brief summaries of current events and activities. These summaries are strictly for the purpose of informing the public of such events and activities. The Commission will take no discussion, consideration, or action on any such item, except that an individual Commission member may request an item be placed on a future agenda.

No informational reports were given.

10. **Staff Comments**

No staff comments.

11. **Adjournment**

On a Motion by Hough, seconded by Freeman, the meeting was adjourned at 8:14p.m.

Chairman **B.J. Davis**

Michael Jenkins – Community Development Director

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Chairman and Planning and Zoning Commission of the Town of Camp held on June 5, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2014.

Marie Moore, Recording Secretary



Town of Camp Verde

Meeting Date: June 25, 2014

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

Requesting Department: Administration

Staff Resource/Contact Person: Russ Martin

Agenda Title (be exact): Discussion, consideration and possible nomination of a member of Council or staff as a candidate for possible election to the Arizona Municipal Risk Retention Pool (AMRRP) Board of Trustees to fill a (four) 4-year term that expires in 2018. (Staff Resource: Russ Martin)

List Attached Documents:

1. AMRRP's 2014 'Call for Nominations'

Power Point Presentation: No

Estimated Presentation Time: N/A

Estimated Discussion Time: N/A

Reviews Completed by:

Department Head: Same

Town Attorney Comments: Item does not require attorney review

Finance Department: Item does not require finance's review

Fiscal Impact: None

Budget Code: N/A Amount Remaining: N/A

Background Information:

Arizona Municipal Risk Retention Pool (AMRRP) is a nonprofit corporation that provides an insurance risk sharing group of certain public agencies of the State of Arizona. The public agencies, such as the Town of Camp Verde, enter into contracts with AMRRP for the joint purchase of insurance, or to pool retention of their risks for property and liability losses and workers' compensation claims to provide for the payment of such losses or claims made against any member of the Corporation. To that end, having a Town liaison on the AMRRP Board of Trustees would provide the opportunity for our Town to have input into the Board's decisions.

The business affairs of AMRRP are conducted by a Board of Trustees consisting of nine members that serve for a term of office of up to 4 years. The candidate chosen from the nominee list will fill an opening created by term expirations.

As per the Board's Nominating Committee request, if the Council chooses to nominate either a member of Council or staff, the Town needs to advance to the Committee the name of the nominee along with their brief biography by July 9, 2014.

Recommended Action (Motion): Possibly nominate a member of Council or staff as a candidate for possible election to the Arizona Municipal Risk Retention Pool (AMRRP) Board of Trustees to fill a (four) 4-year term that expires in 2018.

Instructions to the Clerk: None

Trustee Terms Expiring in 2014

Jackie Baker
Council Member
Town of Camp Verde

Open Position

Trustee Terms Expiring in 2015

Fred Carpenter
Council Member
Town of Payson

Jackie Walker
Human Resources Director
City of Kingman

Kelly Udall
Town Manager
Town of Sahuarita

Trustee Terms Expiring in 2016

Jesus "Rudy" Rodriguez
Administrative Services General Mgr.
City of Cottonwood

Jean Poe
Risk & Human Resources Coordinator
City of Buckeye

Trustee Terms Expiring in 2017

Scott Barber
Human Resources Director
Town of Florence

Kristy Brusso
Human Resources Director
City of Bullhead City



14902 North 73rd St, Scottsdale, AZ 85260
Main Phone: 602-996-8810 / TF: 888-309-4339
Fax: 602-996-9045 / www.amrrp.org

Arizona Municipal Risk Retention Pool

Town Manager
Russ Martin
473 S Main St Ste 102
Camp Verde, AZ 86322



Board of
Trustees
2014
Call for
Nominations

Arizona Municipal Risk Retention Pool
14902 North 73rd Street, Scottsdale, AZ 85260
602.996.8810/TF: 888.309.4339/FX: 602.996.9045
www.amrrp.org



2014 Call For Nominations

Nine Trustees serve on the Board of Trustees, each for a term of office of four years. Trustee terms of office are staggered, with the terms of approximately 25 percent of the Trustees expiring annually.

Each Trustee shall hold office until his/her successor is duly appointed or elected. A Trustee may resign at any time upon written notice to the Board or a Trustee may be removed from the Board subject to the Pool's Bylaws.

- ▶ To fill openings created by term expirations, this year two Trustees will be elected to the AMRRP Board.
- ▶ Each new Trustee will be elected for a four-year term.
- ▶ In the event of a tie, AMRRP Member Voting Representatives present at the Annual Members' meeting on Tuesday, August 19, 2014 will vote to break the tie.

Trustee Responsibilities

The Board of Trustees directs the AMRRP. Such direction includes but is not limited to:

- ▶ Adopting policies, rules and procedures for the administration and operation of the Pool, consistent with the law and AMRRP's Articles of Incorporation and Bylaws
- ▶ Retaining the services of an administrator, legal counsel, actuaries, auditors, engineers, private consultants and advisors as the Board deems necessary to carry out the business and purposes of the Pool
- ▶ Authorizing payment of claims pursuant to, and limited by the Members' Coverage Agreement with the Pool
- ▶ Authorizing the purchasing, leasing or renting of any real or personal property deemed necessary
- ▶ Entering into financial and service agreements with investment managers and banks

Trustee responsibilities include, but are not limited to:

- ▶ Establishing terms, conditions, limits and exclusions of coverage
- ▶ Ensuring all claims are promptly paid
- ▶ Establishing procedures to safeguard the financial and physical assets of the Pool
- ▶ Oversight of the recording and maintenance of minutes of the Board and Committee meetings
- ▶ Designating an administrator to: manage the policies established by the Board; provide day-to-day administration of the Pool; and make recommendations to the Board concerning all issues requiring Board consideration and action
- ▶ Attending at least four Board of Trustees meetings, one annual Membership meeting, and any properly called "special meetings" throughout the year. Prior to each Board of Trustees meeting, Trustees should review all materials circulated with the meeting agenda
- ▶ Serving as a representative of the Pool in its marketing and administrative functions

Any employee or elected official of an AMRRP Member city or town is eligible for nomination. If you are interested in serving on the Board, or if you wish to nominate someone from a Member municipality, please provide the Nominating Committee with the candidate's name along with a brief biography by July 9, 2014

AMRRP Annual Members' Meeting

August 19, 2014 4:00 p.m.

In conjunction with the League of Arizona Cities & Towns Conference

Sheraton Phoenix Hotel—340 N. 3rd St., Phoenix, AZ

The AMRRP Board of Trustees requested the League of Arizona Cities and Towns' assistance in conducting the election. Nominations should be sent to:

AMRRP Nominating Committee

League of Arizona Cities & Towns

1820 West Washington Street

Phoenix, Arizona 85007

Fax: 602.253.3874

E-Mail: kstrobeck@azleague.org

Nominations due no later than:

July 9, 2014

Those received after this date may not be considered.

Arizona Municipal Risk Retention Pool

14902 North 73rd St, Scottsdale, AZ 85260

PH: 602.996.8810 /TF: 888.309.4339 /FX: 602.996.9045

www.amrrp.org