

**MINUTES**  
**COUNCIL HEARS PLANNING & ZONING MATTERS**  
**MAYOR AND COUNCIL - COUNCIL CHAMBERS · 473 S. Main Street, Room #106**  
**WEDNESDAY, JUNE 26, 2013 at 6:30 P.M.**

Minutes are a summary of the discussion. They are not verbatim.  
Public input is placed after Council discussion to facilitate future research

1. **Call to Order**

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

2. **Roll Call**

Mayor German, Vice Mayor Baker, and Council Members Whatley, German, Jones, and Gordon were present. Councilor George was absent.

**Also Present**

Town Manager Russ Martin, Community Development Director Mike Jenkins, Assistant Planner Jenna Owens, Chamber of Commerce President Steve Goetting, Library Director Kathy Hellman, and Recording Secretary Saepyl Warren were present.

3. **Pledge of Allegiance**

The pledge was led by Brad Gordon.

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) There are no minutes to approve.

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

1) July 3, 2013 at 6:30 p.m. – Regular Session – **CANCELLED**

2) July 17, 2013 at 6:30 p.m. – Regular Session

3) July 24, 2013 at 6:30 p.m. – Council Hears Planning & Zoning Matters & Public Hearing to Consider Wastewater User Rates

**c) Possible authorization for the Mayor to sign a letter to the Nature Conservancy asking them to consider purchasing the 135-acre Spur Land and Cattle Co. property located at the Verde River and Montezuma Castle Highway or the property's development rights. This effort may eventually include an unspecified contribution from the Town of Camp Verde. The property is presently known as Hauser & Hauser Farm. Staff Resource: Steve Ayers**

On a motion by Baker, seconded by Jones, the Council unanimously approved the Consent Agenda as presented, with the exception to correct the portion of the letter to The Nature Conservancy referencing "18 miles of Verde River Greenway," and to cancel the July 24th meeting and hear those issues at the July 17th Regular Session.

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

Steve Goetting, chairperson of the Camp Verde Chamber of Commerce supports the letter to The Nature Conservancy and encourages such efforts to continue.

6. **Public Hearing and discussion, consideration and possible approval of Resolution 2013-894, a Resolution of the Common Council of the Town of Camp Verde, Arizona, for Use Permit 20130138 on parcel 404-26-032 to allow for a 1.37 Acre Recreational Vehicle Park on parcel 404-26-032. The park is comprised of 17 recreational vehicle spaces for long-term stays of thirty (30) days or more, laundry room and storage area with no time limit. Any changes to these uses must come before the Planning & Zoning Commission and Town Council for approval. This property is located at 671 S 4<sup>th</sup> Street.**

On a motion by Baker, seconded by Jones, Council unanimously voted to approve Resolution 2013-894, a

Resolution of the Common Council of the Town of Camp Verde, Arizona, for Use Permit 20130138 on parcel 404-26-032 to allow for a 1.37-Acre Recreational Vehicle Park on parcel 404-26-032. The park is comprised of 17 recreational vehicle spaces for long-term stays of thirty (30) days or more, laundry room and storage area with no time limit. Any changes to these uses must come before the Planning & Zoning Commission and Town Council for approval. This property is located at 671 S 4<sup>th</sup> Street.

## **STAFF PRESENTATION**

Jenna Owens stated that Mr. Gregory Blue has submitted an application for a Use Permit for the expansion of the existing RV Park, which is for long-term use and affordable housing. Owens stated that currently there is a doublewide manufactured home on the property that will be removed. Additions to the park would include a storage area for maintenance equipment and the dumpster for trash would be enclosed. The responses from Agencies are as follows: Town of Camp Verde Building Official- Removal of any buildings will require a "Demolition Permit and construction of new buildings will require a Building Permit. Town of Camp Verde Community Development Director- With the completion of the Use Permit, this property will be in compliance and allow for a small expansion of spaces and amenities. Camp Verde Water- CV Water currently serves this parcel. There is a 6 inch main which would provide fire protection if needed. Owens stated that staff mailed out 24 letters to properties within 300' of the subject parcel on May 16, 2013 advising neighbors of 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. The neighborhood meeting was held May 9, 2013 in the Community Development Office, suite 109 from 5:00pm to 6:00pm., a staff member and two neighbors attended the meeting. Owens explained the first phase of the project was to rezone the property, and that has been achieved. This Use Permit Application will complete the process and Sunland RV Park will be in compliance with the Planning & Zoning Ordinance. On June 6th 2013, the Planning & Zoning Commission unanimously approved this item as presented, including in-perpetuity, authorizing a use permit for long-term RV space rental, a laundry room and storage area, located on parcel 404-26-032 at 671 S. 4th St.

## **APPLICANT'S STATEMENT**

Mr. Blue shared that he was a long-time Camp Verde resident passionate about providing affordable housing and that he was available for questions.

## **COMMENT FROM OTHER PERSONS**

Diana Lebel stated that she wants to keep the neighborhood quiet and that she is against the use permit due to the quality of neighbors in the park. She said there is a registered sex offender in the park too close to the school, no one stops at the stop signs, and adding more spaces would invite more traffic and problems.

Mary Gabbard stated that she never received a notice from staff or Mr. Blue and that she too is against the use permit. She has confronted Mr. Blue about speeding issues and vehicles driving through loudly in the middle of night, and she said the problems were not corrected. She shared a story of being harassed by one of the neighbors and said there were several other types of incidents with the park's residents. She believes the transitory nature of the housing invites a lack of concern on the part of the residents. Gabbard stated she regrets buying a home in that area and would like to live in a quiet neighborhood with considerate neighbors.

## **APPLICANT'S REBUTTAL**

Mr. Blue said he evicted the person referenced by Ms. Gabbard, and that he spoke with residents about the complaints. He talked to the Marshal about the speed limits and enforcement, and did all he could on his

end. He said most of the residents are long-term and that the rest are contributing members of the community.

### **COUNCIL DISCUSSION**

The Council thanked the residents for sharing their concerns and assured them that the use permit can be revoked according to Town code, if there are numerous complaints. Council encouraged the residents to file formal complaints with the Marshal's office concerning the traffic infractions, harassment, and registered sex offender. Council agreed that the use permit would result in much needed improvements and bring the property into compliance. Council recommended enforcement of residential code of conduct agreements, and requested that staff investigate viable speed-reduction options for the neighborhood. Owens and Jenkins replied that Ron Long has thoroughly investigated the matter and that they would talk to Public Works about possibly changing stop sign locations or installing speed bumps to address the issue.

7. **Public Hearing and discussion, consideration, and possible approval of Resolution 2013-892, a Resolution of the Common Council of the Town of Camp Verde, Arizona, for Use Permit 20130111 on Parcel 404-19-018D to allow for the development and operation of a new Library, which is a two story, 17,000 square foot building with 10,000 square foot footprint, an observatory-rainwater tank, parking lot and access road with no time limit. The current library building on parcel 404-19-018D will be removed or demolished to provide parking area for the new library. Any changes to these uses must come before the Planning & Zoning Commission and Town Council for approval.**

On a motion by Baker, seconded by German, the Council voted 5 to 1 to approve Resolution 2013 892 & Use Permit 20130111 submitted by Ms. Kathy Hellman, Library Director, for the development of a two-story 17,000 sq. ft. building with 10,000 sq. ft. footprint. The building, observatory-rain water tank, parking and access road are located on parcel 404-19-018D. This approval includes an allowance for a 38-foot maximum building height instead of a 30-foot maximum building height as required in the district dimensional standards for the designated R1-18 Zoning District. In addition, this approval is to truncate the access road into the Library just beyond the parking lot entrance. There will be a turnaround at the end of the access road just beyond the parking lot entrance to the east as recommended by the Planning & Zoning Commission. Staff is directed to ensure that the site plan for this project is updated to meet all requirements prior to any building permits being issued. Councilor Gordon opposed the motion.

### **STAFF PRESENTATION**

Community Development Director, Michael Jenkins advised Council that the current Library has been in existence since 1975 and library services will continue at the current location throughout the new construction project. The new library will be a two-story 17,000 square foot building with a 10,000 square foot footprint raised approximately 3 feet above current ground level. The building at 33 W. Moser Lane (old Marshal's Office) will be demolished. The existing library at 130 N. Black Bridge Road will be removed or demolished to provide parking for the new library. Jenkins stated that additional parking will be added, landscaping and other aesthetic improvements as part of the project to meet the requirements of the Planning & Zoning Ordinance. As required, a neighborhood meeting was held by the applicant on April 11, 2013 at the Library meeting room. Jenkins informed Council that there were seven agencies in attendance for the Development Standards Review meeting held on April 2, 2013, the agencies gave their comments on the project to Kathy Hellman Library Director and Joel Westervelt Architect. On June 6, 2013, the Planning & Zoning Commission unanimously recommended approval of this item as stated, and recommended to truncate Moser Lane. The two-story structure reduces the building's footprint. Jenkins stated the Town Attorney said the Town is exempt from zoning, per case law and acts in the best interest of the community. The Town Council can therefore build a 38 foot high building in the zoning district without the need for a Board of Adjustments variance.

## **PUBLIC HEARING**

David White said he was born and raised in the neighborhood. He is against placing the library in the floodway and recommends that they either turn the orientation of the building to mitigate flood water impact or build the library in the center of Town. He is concerned about how close the library is to his mother's property and that it will direct floodwaters into the neighborhood.

## **COUNCIL DISCUSSION**

There was a lengthy discussion between Council regarding re-naming Moser Lane reminding everyone as to how the Town acquired Rezzonico Park and everyone that was involved, including the Babbitt's. Council questioned the impact of the one-way in, one-way out road and the possibility of turn lanes for the Library entrance to alleviate traffic for the neighborhood.

Jenkins acknowledged that the Town Engineer is looking into turn lanes as a future project.

Architect Joel Westervelt, in response to Mr. White's comments, said he has added a landscape buffer on the west side of road and the east side of building to reduce the impact of the building. He said that engineers have advised orienting the building along the axis of the river, as pictured in the site plan, in order to mitigate floodwater impact. Westervelt said that they may not be able to resolve all of the residents' complaints, but that they are extending an olive branch with feasible compromises. Westervelt pointed out that the site plan originally included three entry points, but that now there would only be two--one of them being a main entry off the north of Moser Lane. He also pointed out that the width of the new building compared to the current library, is a smaller footprint.

Mayor German clarified that they were approving the use permit and the updated site plan, and recommended that they leave out the issue of changing the street name until consulting with the fire and emergency services.

8. **Public Hearing and discussion, consideration, and possible approval of Ordinance 2013-A388, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, a text amendment to the Town of Camp Verde Planning & Zoning Ordinance Part 2, Section 203 (Use Districts) D.3, RR District to add item "e". This amendment will add language under "Uses and Structures Subject to Use Permit" for valid Use Permits including those listed under this section to allow for a new Use Permit if their current Use Permit, under the prior Ordinance in effect before June 25, 2011 for expanded uses, is expiring and/or proposing additional uses at the sole discretion of and as may be modified by the Town Council.**

On a motion by German, seconded by Baker, Council unanimously voted to approve Ordinance 2013-A388, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, a text amendment to the Town of Camp Verde Planning & Zoning Ordinance Part 2, Section 203 (Use Districts) D.3, RR District to add item "e". This amendment will add language under "Uses and Structures Subject to Use Permit" for valid Use Permits including those listed under this section to allow for a new Use Permit if their current Use Permit, under the prior Ordinance in effect before June 25, 2011 for expanded uses, is expiring and/or proposing additional uses at the sole discretion of and as may be modified by the Town Council.

## **STAFF PRESENTATION**

Jenkins explained that Jackpot Ranch is an example of properties that fall under the old Residential Conditional Uses (RCU) 2-A, which has now changed to the Residential-Rural (RR) District. It is generally good practice to require rezoning when residential properties want to become commercial properties.

Jackpot Ranch had a use-permit for a horseback riding school, horse lodging, motel, arenas for events, weddings, and retreats, which were all identified under their use-permit. Last year's Verde Valley Fall Festival, however, was not in their use-permit. Violations to the use-permit can result in the permit being voided. The ranch's use-permit expires next year. Under the current Residential-Rural (RR) Zone, you can no longer request "expanded use." The new proposed language would allow those with use-permits under the old ordinance to request permit renewal and additional uses.

## COUNCIL DISCUSSION

Council discussed that such "grandfathering" gives the Town credibility while protecting the property owner, and clarified that new applicants would fall under the new code, and this is an important opportunity for the Town to support the citizens and show that Council will do so wherever appropriate and possible.

Jenkins agreed that it was important to protect large pristine properties like Jackpot Ranch that are unique to Camp Verde, and that forcing them into a zone change would not work well.

Jenkins assured the Council that all old use-permits and end dates are on record. Owens stated that Rainbow Acres was the only other property that fell in the same category as Jackpot Ranch.

Councilor Jones requested the following item:

9. **Presentation and update by Steve Goetting relative to the activities of the Chamber of Commerce to include a request for funding, followed by discussion, consideration, and possible direction to staff relative to the request for funding.**

Steve Goetting, Chairman of the Camp Verde Chamber of Commerce, gave a brief update to the Council regarding the activities of the Chamber of Commerce, and requested \$12,000 in funding. Goetting stated the Chamber has operated for one year without Town funding, and their new efforts include: a new website, an accurate membership directory, a job-listing program, online advertising, a free mixer on Wed July 10th, lobbying with the United States Forest Service to prevent sudden closures—such as of Bull Pen, and working with Kathy Hellman to provide business classes on Quickbooks and zoning changes. Goetting stated it is critical for a small town that relies on sales tax for revenue to have a strong Chamber in order to promote growth. The volunteers have done all they can and they can barely operate on \$5,000 to \$10,000 a year. He requested \$12,000 in order to be fully operational for 6 months. Goetting said the Chamber currently has \$2,000 in bank and cannot afford to hire anyone full-time or long-term. Goetting said that with the right employee, the Chamber could get back to 200 members, host an annual gala, and increase advertising as an income source. The Chamber would like to refocus efforts away from a tourism-only strategy to providing membership services, such as: education, networking, advocacy, and business promotion. Goetting shared the credentials of their Board of Directors, which include professionals from the arts, agriculture, service and restaurant industries. He hopes for mutual support and shared services among the nonprofits to strengthen the Chamber.

Goetting answered Council's questions regarding membership, stating they are down to 100 members from 200. Council recommended that the Chamber continue to recruit volunteers, fix the issue with their phone number, and asked what the Town has to show for the hundreds of thousands of dollars the Chamber received from the Town over the last several years. Goetting replied that the phone number issue is being addressed, and that 90% of the Town's financial support went toward operating the Visitor Center.

In response to questions regarding notification of members, Goetting explained they are still working on updating their membership directory and the Chamber now has an automatic calendar and notification system that tracks membership timelines, and the Chamber recently replaced the outdated computer equipment with a new laptop.

Council agreed that the Chamber needs to have some type of business plan to present to Council and reminded Goetting that the Arizona 'gift clause' restricts the Town. Council agreed that this item should be brought back to Council in the future for more discussion.

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

There was no public input.

**11. Manager/Staff Report** Individual members of the Staff may provide brief summaries of current events and activities.

These summaries are strictly for informing the Council and public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.

Martin expressed appreciation to the Council for their confidence in him regarding the Highway 260 project. He stated there would not be a council meeting on July 3, but that the next meeting would be July 17. Martin stated he would direct the finance director to write a check for \$6,000 to Sedona Recycles and \$5,000 to the Verde Valley Senior Center in response to their requests, as they both provide a direct service to the Town. Martin stated that he would follow Council's direction concerning the Chamber of Commerce.

**12. Adjournment**

On a motion by German, seconded by Baker, the meeting was adjourned at 8:42. p.m.



Charles German, Mayor



Saepyo Warren, Recording Secretary

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Council Hears Planning & Zoning Matters - Regular Session of the Town Council of Camp Verde, Arizona, held on June 26, 2013. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 22 day of July, 2013.



Deborah Barber, Town Clerk