

**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 11, 2020  
6:30 PM**

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

**1. Call to Order**

Chairperson McPhail called the meeting to order at 6:30 p.m.

**2. Roll Call**

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

**Also Present**

Community Development Director Melinda Lee and Assistant Planner Bobbi Webb.

**3. Pledge of Allegiance**

Commissioner Chip Norton 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:**

April 2, 2020 – Special Session

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

TBA

Commissioner Hough made some corrections to his motions in the minutes. He would like both of his motions (Items 6 & 7) to state: "*recommendation to Council to approve*". **Motion** was made by Commissioner Norton to accept the consent agenda to include Commissioner Hough suggested revisions. Second was made by Commissioner Blue. **Motion** carried unanimously with Chairperson McPhail, Commissioners Blue, Norton and Hough approving.

**5. Call to the Public for Items Not on the Agenda**

*Residents are encouraged to comment about any matter not included on the agenda. State law prevents the Commission from taking any action on items not on the agenda, except to set them for consideration at a future date.*

No public comments.

**6. Discussion between Planning & Zoning Commission and Community Development Director on proposed Text Amendments to the Planning & Zoning Ordinance regarding the following topics.** Community Development Director Melinda Lee stated she will review each section and explain the modifications to each section. Commissioners will have a chance to share their input.

**a. Animals: Section 305.B.2, a. and b., Nursing Animals & Poultry**

Requesting clarification of the exclusion of nursing animals and poultry from the animal count for livestock, and to move the reference to the opening paragraph of this section. Does the size of the lot matter for these types of animals, what is considered livestock and clarify the exceptions. Federal Code does not consider these animals as livestock and should not be considered part of the code.

Ms. Lee explained that a “young nursing animal” is an animal under 6 months of age.

Chair McPhail suggested adding the definition of nursing animals as animal up to 6 months of age in the amendment. Commissioners would like to move chickens/fowl out of the exceptions and clarify the intent of “young nursing animals”. Ms. Lee will do more research on the wording to clarify this.

**b. Landscape Standards: Section 402.B.1.c, Inorganic Ground Cover**

Requesting clarification for the amount of landscaping that should be live plantings vs. inorganic ground cover. Ms. Lee would like some direction on this for interpretation purposes.

Chair McPhail did some research on this. She suggests we consider requiring, at least the setbacks and undeveloped areas, be treated in some manner. Maybe even be more specific as to numbers of shrubbery/trees.

Ms. Lee suggests using a percentage of covering.

Commissioners discussed options and the pros and cons of a Design Review Board.

Commission would like to leave this as is for now.

**c. Parking: Section 403.E.2, Employee Parking**

Requesting the addition of employee parking based on shifts. Ms. Lee reviewed area calculations.

Commissioners are ok with the modification to the wording.

**d. Signs: Section 404.H, Freeway Signage**

Requesting removal of the criteria for freeway signage that relates to “Lodging, Food, Fuel and Attractions”, as it denotes content related advertising.

Ms. Lee reviewed the code for signs. The town cannot regulate signs based on content based on Supreme Court ruling.

Commissioners are ok with the modification to the wording.

**e. Board Members: Section 600.C.3, Board Appointments/Quorums**

Requesting correction to this section to reflect the recently approved change of Board of Adjustment & Appeals board members from seven to five.

Ms. Lee stated B1 should say (4) members for P&Z and (3) members for the Board of Adjustments to have a quorum.

Commissioners are ok with the modification to the wording with the additional corrections Ms. Lee stated.

**7. Current Events**

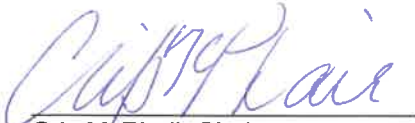
*Individual members of the Commission may provide brief summaries of current events and activities. These summaries are strictly for the purpose of informing the public of such events and activities. The Commission will take no discussion, consideration, or action on any such item, except that an individual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


No current events.

**9. Staff Comments**

Ms. Lee said during the operating restrictions, their office was open daily by appointment only. Business actually increased from the previous year.

10. **Adjournment**  
Meeting was adjourned at 7:23PM

  
Cris McPhail, Chairperson  
Planning & Zoning Commission

  
Melinda Lee, Director  
Community Development

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Planning & Zoning Commission of the Town of Camp Verde during the Regular Session of the Planning & Zoning Commission of the Town of Camp Verde, Arizona, held on the 11<sup>th</sup> day of June 2020. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 11<sup>th</sup> day of June 2020.

Jennifer Reed

Jennifer Reed, Recording Secretary