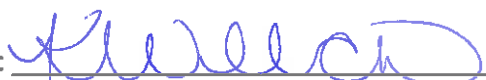


AGENDA
BOARD OF ADJUSTMENTS AND APPEALS
Regular Session
TOWN OF CAMP VERDE
473 S. MAIN STREET, CAMP VERDE, AZ 86322
COUNCIL CHAMBERS, SUITE 106
TUESDAY, SEPTEMBER 8, 2015
3:00 PM

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 the Board so requests.
 - a. **Approval of Minutes**
June 9, 2015 – Regular Session
 - b. **Set Next Meeting, Date and Time**
As Needed
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 Board from taking any action on items not on the agenda, except to set them for Consideration at a future date.)
6. **Presentation and Discussion on Planned Unit Developments (PUD)**
Staff Resource: Michael Jenkins
7. **Staff Report** (Individual members of Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Board and Public of such events and activities. The Board will have no discussion, consideration, or take action on any such item, except that an individual Board member may request that the item be placed on a future agenda.)
8. **Board Informational Reports** (Individual members of the Board 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 Board will have no discussion, consideration, or take any action on any such item, except that an individual Board member may request an item be placed on a future agenda.)
9. **Adjournment**

Please note: Staff makes every attempt to provide a complete agenda packet for public review. However, it is not always possible to include all information in the packet. You are encouraged to check with Staff prior to a meeting for copies of supporting documentation that may have been unavailable at the time agenda packets were prepared.

Posted By: 

Date/Time: 9/1/15 By 10:00am

Note: Pursuant to A.R.S. §38-431.03A.2 and A.3, the Board of Adjustments & Appeals 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.

DRAFT MINUTES
BOARD OF ADJUSTMENTS AND APPEALS
Regular Session
TOWN OF CAMP VERDE
473 S. MAIN STREET, CAMP VEREE, AZ 86322
TUESDAY, JUNE 09, 2015
3:00 PM
COUNCIL CHAMBERS

1. Call to Order

The meeting was called to order at 3:00 PM by Chairman Binick.

2. Roll Call

Chairman Binick and Board Members Blue, Lichty, Stevens and Buchanan are present. Vice Chairman Hough, and Board Member McHenry are absent.

Also present is Community Development Director Michael Jenkins, Assistant Planner Jenna Owens, Building Official Robert Foreman, and Recording Secretary Kendall Welch.

3. Pledge of Allegiance

The Pledge of Allegiance was led by Chairman Binick.

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 the Board so requests.

a. Approval of Minutes

March 10, 2015 – Regular Session

b. Set Next Meeting, Date and Time

As Needed

A motion made by Board Member Stevens, seconded by Board Member Blue, was made to approve the meeting minutes for the March 10th, 2015 – Regular Session. All Board Members are in favor and the motion passes unanimously.

An amended motion made by Board Member Stevens, seconded by Board Member Blue, was made to approve all items on the Consent Agenda. All Board Members are in favor and the motion passes unanimously.

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 Board from taking any action on items not on the agenda, except to set them for Consideration at a future date.

No Public was present.

6. Update and discussion on the status of the Verde Valley Medical Clinic Camp Verde Campus and update of the Camp Verde Library. Staff: Robert Foreman

Building Official Robert Foreman gave the Board Members a brief update on the current status of the Verde Valley Medical Center facility being constructed at the corner of State Route 260 and Finnie Flat Road. Foreman stated that the building is officially going vertical with the installation of the steel columns beginning late last week. Foreman also added that after speaking with the project superintendent the anticipated completion date for the project is March of 2016.

In addition to the brief status update given on the Verde Valley Medical Center, Foreman also gave the Board Members a brief update on the Camp Verde Library project. Foreman stated that he received the deferred submittal for the steel building on Monday June 1st, 2015 and that approved plans were given to the Project Manager, Ron Long, on Monday June 8th, 2015.

Foreman also informed the Board that work should hopefully resume on that project shortly, and that the anticipated completion date is April/May of 2016.

Chairman Binick expressed concern, cautioning that future discussion on current project status updates should be fairly limited to avoid future potential/possible conflicts of interest as the Board of Adjustment and Appeals is a quasi-judicial organization.

Board Member Buchanan asked Chairman Binick to clarify his last statement. Binick asked Community Development Director Michael Jenkins to help him explain to the other Board Members his concerns regarding possible future potential/possible conflicts of interest. Jenkins stated that should a contractor have a disagreement with the Building Official's determination and an appeal go before the Board, it may not suit the Board well to have had specific detailed discussions on the project ahead of time, as some may view that detailed discussion as a preconceived notion which could be argued as a conflict of interest.

Board Member Buchanan called for a point of order, as he felt that Binick's concern was not on the agenda they were currently discussing. Buchanan requested Binick add his particular concern to an upcoming agenda item so that it can be discussed at a later date and time.

Board Member Buchanan asked Building Official Robert Foreman if the Library project was still on track in regards to the contract scheduling. Foreman stated that particular question would need to be addressed by Project Manager, Ron Long. Buchanan also asked Foreman if there had been a delay due to an issue with a building setback in regards to the location of an electrical line. Foreman did confirm there had been a clearance issue with an APS electrical line, however he stated the main reason for the delay of the project has been the deferred submittal of the steel building as it was revised several times by the architect and building manufacturer before it was submitted for plan review. Buchanan also stated that he had heard a rumor about there being an issue with the quality of fill being used. Foreman stated that he was unaware of any issues with the quality of fill being used.

7. Staff Report

Building Official Robert Foreman stated that the Board Members may need to look at Section 7-2-110.7 Powers, Duties and Responsibilities, Item 2, as it recently has been determined by the Town Attorney that the Board of Appeals does not have the ability to grant a variance to the technical provisions of the building code.

Community Development Director Michael Jenkins stated that in the near future some internal training will be provided for the Board, specifically on items such as Planned Unit Developments (PUD).

- 8. Board Informational Reports:** (Individual members of the Board 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 Board will have no discussion, consideration or take any action on any such item, except that an individual Board member may request an item be placed on a future agenda.)

There were no Board Information Reports.

9. Adjournment

A motion made by Board Member Lichty, seconded by Board Member Blue, was made to adjourn the meeting. All Board Members are in favor and the motion passes unanimously. The meeting was adjourned at 3:15 PM.

Jim Binick – Board of Adjustment And Appeals Chairman

Date:

Michael Jenkins – Community Development Director

Date:

CERTIFICATION I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Board of Adjustment and Appeals of the Town of Camp Verde during the Regular Session of the Board of Adjustment and Appeals of the Town of Camp Verde, Arizona, held on the 9th day of June, 2015. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 9th day of June, 2015.

Kendall Welch – Recording Secretary

L. PUD (Planned Unit Development)

The Planned Unit Development designation allows the site planner to propose the best use and arrangement of the land, with fewer constraints than those imposed by the existing zoning. Site planners can arrange buildings in any desirable manner, eliminate setbacks to save natural features, reduce the length and width of roads, cluster without side yards, and similar design adjustments.

1. Purpose: A parcel of land planned as a single unit for residential uses rather than as an aggregate of individual lots and may also provide for various types and combinations of land uses (such as commercial centers, industrial complexes, and public or common spaces with single and multifamily housing), with increased flexibility in site regulations (such as setbacks) or land use restrictions (such as mixed residential use). The greater flexibility in locating buildings and combining residential uses make it possible to achieve economies of construction as well as preserving open space.
2. Scope: The Planned Unit Development regulations that follow shall apply generally to the initiation and regulation of all Planned Unit Development Districts. However, each approved PUD development plan shall be specific to that particular property as approved by Town Council.

SITE PLAN SPECIFIC

- a. Where there are conflicts between P.U.D. regulations and the general zoning, subdivision or other regulations, these regulations shall apply in P.U.D. Districts unless the Council shall find, in the particular case, that the provisions herein do not serve the public to a degree at least equivalent to such general zoning, subdivision or other regulations.
 - b. Where actions, designs or solutions are not literally in accordance with applicable P.U.D. or general regulations, but the Council makes a finding in the particular case that the public purposes are satisfied to an equivalent or greater degree, the Council may make specific modification of the regulations in the particular case (other than area or off-street parking).
 - c. It is intended to permit establishment of new Planned Unit Development Districts for specialized purposes where tracts suitable in location, area, and character for the uses and structures proposed are to be planned and developed on a unified basis. Suitability of tracts for the development proposed shall be determined primarily by reference to the General Plan, but due consideration shall be given to existing and prospective character of surrounding development.
 - d. Within P.U.D. Districts, regulations adapted to such unified planning and development are intended to accomplish purposes of zoning and other applicable regulations to an equivalent or higher degree than where such regulations are designed to control unscheduled development on individual lots, and to promote economical and efficient land use, an improved level of amenities, appropriate and harmonious variety, creative design, and a better environment.
 - e. Open Space Dedication: open space shall be included in all developments. A dedication of open space equal to twenty-five percent (25%) of a development project is preferred.
3. Permitted Uses and Structures:

Buildings, structures, or premises within the Planned Unit Development shall be used only for the following uses:

- a. Accessory uses and structures; such uses and structures may be located in the front one-half of a lot, provided they are not nearer the front lot line than the main building or buildings.
- b. Clubs not operated primarily for commercial purposes.
- c. Community facilities, such as schools, parks, and playgrounds.

- d. Home occupations or cottage industries when indicated as part of the development plan or when in accordance with the provisions of Section 303.
- e. Industrial uses when designed in accordance with the provisions of the PM District requirements, Section 202-I.
- f. Manufactured home and recreational vehicle parks and subdivisions in accordance with the provisions of this Zoning Ordinance and any additional requirements the Council may deem necessary to fulfill the intent of the requirements herein.
- g. Neighborhood retail uses and other non-residential uses limited to those enumerated in the C1 and C2 districts may be specifically and selectively authorized as to type and size only when integrated by design as an essential element of the development, and only in an area proposed to be appropriately zoned for said use and approved as provided herein.
- h. Public utility installations.
- i. Single-family dwelling, two-family, multi-family; detached, semi-detached, and attached. (Manufactured, Modular or Site Built.) Mobile Homes Prohibited See Part 3 Section 306 B.2.c

Table 2-12: PUD Dimensional Standards

Zoning District	"PUD"
Minimum Lot Area (sq.ft.)	5 Acres
Minimum Common/Open Space	25% of Site Area Preferred
Minimum Area/Dwelling (sq.ft.)	Established by Site Plan
Minimum Width OR Depth (feet)	Established by Site Plan
Maximum Bldg Ht (stories)	Established by Site Plan
Maximum Bldg Ht (feet)	Established by Site Plan
Maximum Lot Coverage (%)	Established by Site Plan
Minimum Between Buildings (feet)	Established by Site Plan
Minimum Front Yard (feet)	Established by Site Plan
Minimum Rear Yard (feet)	Established by Site Plan
Minimum Side Yard Interior (feet)	Established by Site Plan
Minimum Side Yard Exterior (feet)	Established by Site Plan

SITE PLAN SPECIFIC

Figure 2-12: PUD Dimensional Standards

