

PLANNING COMMISSION
APRIL 17, 2012

MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON TUESDAY, APRIL 17, 2012, IN THE MEN'S LOUNGE OF THE CLARK MEMORIAL CLUBHOUSE, 19 N. NINTH STREET, CLARKDALE, AZ.

A Regular Meeting of the Planning Commission of the Town of Clarkdale was held on Tuesday, April 17, 2012, at 6:00 p.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

Planning Commission:

Chairperson	Jack Van Wye	Present
Vice Chairperson	Vic Viarengo	Present
Commissioners	Jorge Olguin	Present
	Karen Daniels	Present
	Dave Puzas	Present

Community Development Staff:

Community Development Director	Jodie Filardo
Senior Planner	Beth Escobar

Others in Attendance:

William Snyder
Kerri Snyder
Kurt Snyder
Ray Bluff

1. **AGENDA ITEM: CALL TO ORDER:** The Chairperson called the meeting to order at 6:03 p.m.
2. **AGENDA ITEM: ROLL CALL:** The Community Development Director called roll.
3. **AGENDA ITEM: PUBLIC COMMENT:** - The public is invited to provide comments at this time on items that are not on this agenda. Action taken as a result of public comment will be limited to directing staff to study the matter, or scheduling the matter for further consideration and decision on a later agenda, as required by the Arizona Open Meeting Law. Each speaker is asked to limit his or her comments to **FIVE MINUTES.**

There was no public comment.

4. **AGENDA ITEM: MINUTES:** Consideration of the **Regular Meeting Minutes of March 20, 2012.** The Chair entertained a motion to accept the minutes. Commissioner Olguin motioned to approve the Regular Meeting Minutes of March 20, 2012 with corrections noted by Chair Van Wye. Commissioner Puzas seconded the motion. The motion passed unanimously.

5. AGENDA ITEM: REPORTS:

Chairperson & Members Special Events Report:

No reports.

Director's Report:

The Community Development Director provided the following update to the Commissioners:

Cross Roads at Mingus Subdivision

Staff has completed the preliminary review of the construction plans for the patio homes and returned to the developer for corrections. The Water and Wastewater systems are still pending approval. No building permits will be issued until this infrastructure is accepted by the Town.

A revised draft of the design for the park at Tract F is being reviewed by staff. Comments will be returned to the developer. Once the draft design is determined to be complete by staff, it will move forward to the Parks and Recreation Commission and then to the Design Review Board.

Mountain Gate Subdivision:

There is a meeting scheduled on May 23, 2012 with the BC Land Group to discuss their plans to proceed with developing this subdivision.

Dorn Homes, the company that purchased 11 of the Town Home units in various stages of completion, have sold, or have in escrow, all of the units.

Centennial Plaza:

The Town Council reviewed the plans for the rainwater harvesting and low-water plants demonstration project in front of the Clubhouse at their April 10 meeting and directed staff to move forward with this project. Phases 1 and 2 of the project, the earthwork and plantings, are scheduled to be completed before the July 4th Centennial Celebration.

The Town Manager and Department Heads completed Emergency Operation Center (EOC) training this month.

April 24, 2012 from 2:00 to 3:00 p.m. there will be a reception for outgoing Council member Pat Williams in the Men's Lounge.

April 27, 2012 is the Focused Future II Mini Summit from 9:30- Noon in the Men's Lounge.

NEW BUSINESS

6. AGENDA ITEM: PUBLIC HEARING: CONDITIONAL USE PERMIT-Applicant: W.C.

Snyder Limited Partnership. An application for indoor, rental, self-storage units, per Section 3-9-C-3 of the Town of Clarkdale Zoning Code. The approximately 3,200 square foot building property is located at 910 First South Street and is zoned CB (Central Business). The Assessor's Parcel Number is 400-03-171.

Open Public Hearing: The Chairperson opened the Public Hearing.

Staff Report: By Beth Escobar, Senior Planner

PLANNING COMMISSION
APRIL 17, 2012

Senior Planner Escobar provided a brief summary of the application and read into the record a letter from Joe Moore, Fire District Chief, dated April 16, 2012:

‘The Clarkdale Fire District has inspected and approved the above mentioned project for compliance with the fire code and has no objections to the issuance of a Certificate of Occupancy for 4 separate storage units. The property owner has agreed that no hazardous materials will be stored in these units per his renter’s agreement.’

Senior Planner Escobar informed the Commission that Building Official Paul Grasso had also inspected the building and had no concerns regarding the proposed use.

Applicant Presentation:

Kerry Snyder presented a brief history of the property. It was constructed in 1918 and occupied by the Upper Verde Utilities Company until sometime in the 1950s. It remained unoccupied until 1980 when it was purchased by the applicant. From 1980 to 2007 the building was rented by Alcora Marble, a local manufacturing company. Since 2007, there has only been one, short-term tenant in the building.

Ms. Snyder explained that they are requesting the CUP to try to generate some income from the building to cover ongoing expenses. They will rent back units first, and continue to attempt to find a viable commercial tenant for the front units.

They agree to prohibit the storage of hazardous materials on the site.

Invite Public to Speak: (Public is asked to state their name). There is a time limit for comments.

Ray Bluff, owner of a business located at 917 Main, expressed his support of the application.

Close Public Hearing: The Chairperson closed the Public Hearing.

- 7. AGENDA ITEM: CONSIDERATION & POSSIBLE ACTION:** An application for indoor, rental, self-storage units, per Section 3-9-C-3 of the Town of Clarkdale Zoning Code. The approximately 3,200 square foot building property is located at 910 First South Street and is zoned CB (Central Business). The Assessor’s Parcel Number is 400-03-171. Applicant: W.C. Snyder Limited Partnership.

Questions may be directed to Staff / Applicant:

Chair Van Wye asked how they will enforce the hazardous materials prohibition. Ms. Snyder explained that they will require a signed statement from the renter. Commission Puzas asked if they have a marketing plan. Ms. Snyder explained that they will rely on word-of-mouth. Ms. Snyder informed the Commission that public safety officials cannot enter a storage unit without the permission of the renter.

PLANNING COMMISSION
APRIL 17, 2012

Discussion:

The Commission had no further questions or discussion.

ACTION: Commissioner Olguin motioned to approve the Conditional Use Permit for the property located at 910 First South Street, Parcel Number 400-03-171, W.C. Snyder Limited Partnership as presented with the following stipulations:

1. Vehicles loading or unloading storage items must be parked on the property and not on the public street.
2. Applicant will prohibit storage of hazardous materials in the building.

Commissioner Puzas seconded the motion. The motion passed unanimously.

8. AGENDA ITEM: DISCUSSION / POSSIBLE ACTION: Regarding proposed changes to the Subdivision Ordinance.

Senior Planner Escobar provided a summary of additional changes that have been made to the Ordinance. The Commission found these changes to be appropriate.

Commissioner Daniels suggested that an exhibit for cul-de-sac standards be included.

Since staff plans to reformat the ordinance now that all of the draft changes have been approved, the Commission would like to see the final product before making a recommendation. Staff will bring this to the Commission at their regular May meeting.

Commissioner Olguin motioned to direct staff to bring forward the final revised ordinance, with the proposed re-formatting, to the May meeting, for a final recommendation by the Commission. Commissioner Puzas seconded the motion. The motion passed unanimously.

9. AGENDA ITEM: DISCUSSION: Regarding General Plan Implementation Strategies.

Director Filardo presented a handout of the Implementation Strategies. The Commission discussed how to approach the implementation of these items.

Commissioner Olguin reminded the Commission that it was critical to prioritize the action items and they recognize the inter-dependence of the items, and to recognize what the impact implementation will have on resources, including staff time.

Commissioner Puzas suggested forming small groups that will work with staff on separate items.

The Commission agreed to review the handout, identify their #1 priority for each element, and be prepared to share their picks with the rest of the Commission at the May meeting.

This being for discussion only, there were no actions taken.

10. AGENDA ITEM: FUTURE AGENDA ITEMS:

There were no future agenda items discussed.

PLANNING COMMISSION

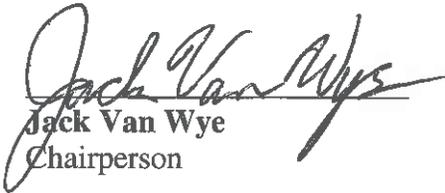
APRIL 17, 2012

11. AGENDA ITEM: ADJOURNMENT:

Commissioner Puzas motioned to adjourn the meeting. Commissioner Daniels seconded the motion. The motion passed unanimously. The meeting adjourned at 7:08 p.m.

APPROVED BY:

SUBMITTED BY:


Jack Van Wye
Chairperson


Beth Escobar
Senior Planner