

**NOTICE OF A REGULAR MEETING
OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE**

In accordance with Resolution #215 of the Town of Clarkdale, and Section 38-431.02, Arizona Revised Statutes,

NOTICE IS HEREBY GIVEN that the Planning Commission of the Town of Clarkdale will hold a REGULAR Meeting Tuesday, April 16, 2013 at 4:00 p.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, Arizona.

All members of the public are invited to attend.

The undersigned hereby certifies that a copy of this notice was duly posted on the Town Hall bulletin board, located at 890 Main Street, Clarkdale, Arizona on the 8th day of April 2013 at 10:00 a.m.

Dated this 8th day of April 2013 by:

Vicki McReynolds

Vicki McReynolds
Administrative Assistant II

ALL ITEMS ON THIS AGENDA ARE SCHEDULED FOR DISCUSSION AND POSSIBLE ACTION, UNLESS OTHERWISE NOTED.

1. CALL TO ORDER:

2. ROLL CALL:

3. 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 comments to **FIVE MINUTES**.

4. MINUTES: Consideration of the **Regular Meeting Minutes of March 19, 2013.**

5. REPORTS:

- a. Chairperson and Members Report
- b. Director's Report

6. OLD BUSINESS

- a. **PUBLIC HEARING:** An Ordinance amending the Town of Clarkdale Zoning Code to revise Chapter Eleven – Section 13: Approval Standards and Criteria for Site Plan Review; Section 2.a: Traffic Access and Parking, to

clarify language regarding requirements for acquiring and improving street access for new development.

- **Staff Report**
- **Open Public Hearing**
- **Invite Public to Speak**
 - (Public is asked to state their name). There is a time limit for comments.
- **Close Public Hearing**
- **Commission Discussion**
- **Commission Action**

- b. **PUBLIC HEARING:** An Ordinance adding Section 3-17 Entertainment District to Article 3 of the Town of Clarkdale Zoning Code to adopt an overlay Entertainment District with specific zoning requirements in the central Clarkdale area.

- **Staff Report**
- **Open Public Hearing**
- **Invite Public to Speak**
 - (Public is asked to state their name). There is a time limit for comments.
- **Close Public Hearing**
- **Commission Discussion**
- **Commission Action**

7. NEW BUSINESS

- a. **WORKSESSION:** Discussion regarding the status of the Mountain Gate Subdivision.
- b. **WORKSESSION:** Discussion/possible action regarding a proposed new Wireless Communication Facilities Ordinance.

8. FUTURE AGENDA ITEMS:

9. ADJOURNMENT:

Reasonable accommodations may be requested by contacting Town Hall at (928)-634-9591, (TTY: 1-800-367-8939) at least 72 hours in advance of the meeting.

MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON TUESDAY, MARCH 19, 2013, 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, February 19, 2013, at 4:00 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	Excused
	Ida-Meri deBlanc	Present
	Dave Puzas	Absent

Community Development Staff:

Community Development Director	Jodie Filardo
Senior Planner	Beth Escobar

Others in Attendance: Peter de Blanc

- 1. AGENDA ITEM: CALL TO ORDER:** The Chairperson called the meeting to order at 4:02 p.m.
- 2. AGENDA ITEM: ROLL CALL:** The 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**.

This item was deferred to later in the meeting. There was no public comment.

- 4. AGENDA ITEM: MINUTES:** Consideration of the **Regular Meeting Minutes of February 19, 2013**. The Chair entertained a motion to accept the minutes. Commissioner Viarengo motioned to approve the Regular Meeting Minutes of February 19, 2013. Commissioner de Blanc seconded the motion. The motion passed unanimously.
- 5. AGENDA ITEM: REPORTS:**

Chairperson & Members Report:

None

Director's Report:

Community Development Director Filardo provided the following updates:

- 1. Mountain Gate Subdivision:** The final draft of the Second Amendment to the Development Agreement will be reviewed by Town Council in worksession on March 26, 2013. Upon approval by Town Council of the agreement projected for the April 9th Council meeting, BC Land Group, the new owners of Mountain Gate, will be obligated to make several delinquent payments to the Town and address a number of construction ‘punch list’ items. After these steps are completed, BC Land Group may begin pulling building permits.
- 2. Crossroads at Mingus:** Staff continues to work on securing the correct easements and dedications for the Mescal Spur Road extension and lift station. The developer’s attorney has drafted a 4th amendment to the Development Agreement that delineates all outstanding issues and the expectations of the developer and the Town. There is still one outstanding signature needed to ratify the plat before the project moves forward. Approval and acceptance of the water and wastewater systems for the subdivision is ongoing.
- 3. Tuzigoot River Access Point project:** Volunteers from Altria, a foundation funding eco-tourism projects, will be in Clarkdale in mid-July working on improvements to this site. The volunteers will also be working on projects at the upriver Tapco site. A lease for this approximately 80-acre site is being negotiated with the owners, Freeport McMoRan, for development of Town recreational facilities, including trails, a boat launch, and overnight camp hosting facilities.
- 4. Economic Development:** Staff will be meeting with property owners in the Central Business District on March 26 to discuss the proposed Entertainment District ordinance and the upcoming openings of the Copper Art Museum and the Caduceus Cellars tasting room.
- 5. Wireless Communications:** Following direction from the Town attorney, staff will be working on a Wireless Communication Tower Ordinance. While there are no current applications to the Town for wireless facilities; staff anticipates a couple applications will be forthcoming as AT&T and Verizon move forward with their development plans for the Verde Valley.
- 6. Sienna Canyon:** Director Filardo and Senior Planner Escobar meet with Mark Belsanti, the owner of Sienna Canyon, a 45-lot subdivision located around Tavasci Road. This subdivision received final plat approval in April 2007, however, assurances have never been posted and the final plat has not yet been recorded. Mr. Belsanti is considering revising this project sometime within the next 2-3 years. He is also considering changing the plat to reflect building envelopes and large open space tracts that could be used for a community garden and vineyard. Mr. Belsanti is currently seeking funding for development of this project and will meet again with staff when he has a clearer idea of how and when he wishes to proceed.

OLD BUSINESS

6. AGENDA ITEM:

- a. **WORKSESSION:** Discussion/possible action regarding adoption of the Sustainability Values checklist.

The Commission reviewed the checklist as presented:

Sustainability Values Checklist

As stewards of our resources, we serve as role models for others and keepers of the land for future generations. The people of the Town of Clarkdale are committed to creating and maintaining a healthy, vibrant and sustainable community.

This document provides guiding principles for development in the Town. Great value is placed on creative and innovative methods for meeting the principles of these guidelines.

Siting – Take advantage of the natural resources and consider the impact of building placement.

1. Orientation – for example, in the Southwest, a north/south orientation & overhangs providing shade are desirable
2. Topography – keep ridgelines intact & minimize grading
3. Wildlife – encourage preservation of the natural habitat
4. Plant life – preserve/transplant native, non-invasive species & remove invasive species.
5. Open spaces – clustering development in order to preserve open space is a valued practice
6. View protection – expansive landscape views are a valued benefit in the community; therefore preservation & enhancement is encouraged

Water Management – Recognize that water is an extremely limited resource; efficient and effective management of that resource is critical.

1. Use catchment basins
2. Include a graywater system
3. Install a rainwater harvesting system
4. Storm water management – (see National Green Building Standard, page 16, 403.5)
5. Washes – while dry much of the year, the washes are the primary drainage for stormwater runoff and there may be rules and impacts to be considered before making any changes. Development must comply with state and federal requirements.
6. Swimming pools – Community use pools are preferred over individual private pools.

Infrastructure – Design project infrastructure to have minimal impact on the environment.

1. Connecting to existing Systems – trails, bikeways, sidewalks, consider wildlife paths & crossings
2. Utilities – we encourage connecting to the town municipal water & wastewater system, encourage installation of power lines underground
3. Parking – we encourage screened and covered parking
4. Road Connection – we value interconnectivity between subdivisions and multiple points of ingress and egress for neighborhoods
5. Street Layout. (Design of street must comply with adopted standards.)

Green building – Incorporate current technologies to support sustainable design.

The design character of any area of The Town of Clarkdale should be enhanced and strengthened by new development. Building design should be consistent with the Town of Clarkdale’s vision of maintaining small town character as expressed in its architecture and overall community design. Building design should consider the history, the distinctive qualities of the surrounding context, and incorporate those qualities in its design. Building design should be sensitive to the evolving context of the area over time.

1. Energy
2. Alternative methods of transportation including foot traffic

3. Driveways & parking
4. Air quality
5. Innovative practices

Design Principles – Plan projects to fit into existing infrastructure and have minimal impact.

1. Ensure adequate traffic circulation through coordinated street systems with relation to major thoroughfares, adjoining subdivisions, and public facilities;
2. Promote development that incorporates multimodal transportation options;
3. Protect significant, as determined by the Town, natural areas and scenic assets;
4. Achieve individual property lots of reasonable utility and livability;
5. Secure adequate provisions for water supply, drainage, sanitary sewers, and other health/environmental requirements;
6. Encourage projects that incorporate efficient uses of renewable energy sources, including but not limited to, solar, geothermal and wind;
7. Ensure consideration for adequate sites for schools, recreation areas, and other public facilities;
8. Promote the conveyance of land by accurate legal description; and to provide the logical procedures for the achievement of this purpose;
9. Minimize detrimental impacts to the environment by encouraging site designs that protect and enhance the natural features and environmental quality of a site;
10. Encourage landscaping that limits water and energy use and preserves existing natural vegetation;
11. Encourage the preservation of existing wildlife habitat; and
12. Encourage the substitution of effluent for potable water when possible.

Construction: Incorporate the following best practices

1. Energy efficiency
2. Indoor environmental quality
3. Resource efficiency – quality of construction materials
4. Waste minimization – focuses on preventing the creation of waste through source reduction, re-purposing, recycling and donation.
5. Vegetation removed during construction should be mulched and returned to the site.
6. Consider a passive solar energy design
7. Encourage the use of energy and water efficient appliances and kitchen/bathroom fixtures.

Maintenance & Restoration – Minimize environmental impact

1. Design & construction practices are implemented that enhance the durability of materials and reduce in-service maintenance.
2. Upgrade all systems when possible to meet the highest possible energy efficient standards.

Landscape Standards – Develop a landscape plan that conserves resources by incorporating the following:

1. Use of site design that retains and directs rainwater to landscape areas.
2. Retention, to the greatest extent practical, of existing natural trees and shrubs on the site.
3. Transplanting of existing native vegetation that cannot be retained into new landscape area.
4. Use of an effective irrigation system that senses soil moisture.
5. Design of irrigation system that avoids overspray and overflow.
6. Include a target shut-off date for the irrigation system.

Commission Discussion: The Commission approved the Checklist as presented and previously discussed.

Action: Commissioner Viarengo moved that the checklist be adopted as a guideline for development in the Town. Commissioner de Blanc seconded the motion. The motion passed unanimously.

- b. **PUBLIC HEARING:** An Ordinance to amend the Town of Clarkdale Zoning Code to revise Chapter Two – Definitions, to add new definitions relating to agricultural uses; Chapter 3- Zoning Districts, Sections 3-1, 3-2, 3-3, 3-4, 3-5, 3-6, 3-7, 3-8, 3-9 and 3-11 to add agricultural uses as permitted uses with restrictions; Chapter 5 – Conditional Use Permit, adding Section 5-6-14 to require a Conditional Use Permit for agricultural uses; Chapter 11, Section 11-9, to require site plan review for agriculture related businesses.

Staff Report:

The Commission and staff began discussing the possibility of allowing commercial agriculture uses in residential zones in June 2012. Currently, agriculture uses with a commercial component, such as sale of a product, or refining a product for future sale is not a permitted use in residential zoning districts, with the exception of RS-3, the National Forest property south of Clarkdale. Non-commercial agricultural uses, such as a backyard garden or fruit trees, are considered ancillary to residential uses.

The goals of the proposed ordinance are three fold:

- promote local food production and use
- promote sustainable agriculture
- reinforce the Town’s commitment to water conservation

The challenge with the proposed ordinance is to allow commercial agriculture uses in residential zoning districts while minimizing the impact on surrounding residential areas.

Subsequent to the September 18, 2012 worksession with the Planning Commission, the following changes have been made to the draft ordinance:

- Definitions for Commercial agriculture and Community Supported Agriculture (CSA) have been added.
- On-site sale of produce is listed as not permitted in residential zones; however, language was added to allow for sale of excess produce off-site at a farmers market.
- A requirement has been added that a residential use must be established before any agricultural use is begun in a residential zoning district. In staff’s opinion, this is consistent with the intent of the underlying residential zoning and prevents conversion of the property to a purely commercial use.
- CSA locations have been added to the list of activities requiring a Conditional Use Permit in residential zoning districts.
- Language regarding connection to the Town’s water system has been amended to provide flexibility when reviewing properties that do not have the ability to connect to the water system.

- Language regarding sustainable use of fertilizer and soil supplements has been added.

At the September 18, 2012 meeting, the Commission directed staff to include two items in the draft ordinance: a maintenance clause regarding property used for agribusiness purposes and a requirement that property be returned to a natural state if the agricultural use is abandoned. Since commercial agricultural uses will require a Conditional Use Permit, staff suggests these be stipulations for approval and not be included in the ordinance language.

The draft ordinance has been distributed to the Verde Valley Agricultural Coalition and the Verde Food Council as well as various other community members for review and comments.

Draft Changes to the Town of Clarkdale Zoning Code to permit Agricultural Uses

Policy Statement: The Town of Clarkdale supports sustainable local agriculture in order to help promote food production and maintain food security for the region. Agricultural uses shall incorporate water conservation and sustainable farming practices.

Section 2-1 Definitions:

Agribusiness: An enterprise deriving a significant portion of its revenues from sales of agricultural products or sales to agricultural producers.

Agriculture: the growing, refining and distribution of flowers, fruits, and vegetables.

Commercial agriculture: The use of property for production of crops intended for distribution and sale.

Community Garden: A single piece of property gardened by a group of people to produce flowers, fruits, orchards and/or vegetables for personal use.

Community Supported Agriculture (CSA): A network of food distribution consisting of growers and shareholders.

Farmers Market: An outdoor, periodic event, where vendors gather to sell agricultural products.

Section 3 Zoning Districts

Section 3-1 Single Family Residential (R1); Section 3-2 Single Family Residential (R1A); Section 3-3, Single Family Residential Limited (R1L), Section 3-4 Single Family and Limited Multiple Family Residential (R2); Section 3-5 Multiple Family Residential (R3); Section 3-6 Manufactured Home Residential (R4); Section 3-7 Manufactured Home Residential Alternate (R4A) and Section 3-8 Suburban Residential (RS3) add the following language:

A. Principal Use Permitted

Non-commercial agricultural uses on not more than ½ acre, including cultivation of grapes and distilling of wine for personal use. On-site sale of produce is not permitted. Excess produce may be sold off-site at local farmers markets. A residential use must be established prior to any non-commercial agricultural use.

- C. Conditional Uses Permitted: (Requires a use permit).
 - Agribusiness on property of ½ acre or larger, including the refining and distribution on site of product. Refining and sales area must be in a permanent structure.
 - Agriculture/farming connected with a Bed and Breakfast establishment.
 - Agriculture/farming connected with a residential subdivision.
 - Community Gardens
 - Community Supported Agriculture disbursement location
 - Farmers MarketsA residential use must be established prior to any non-commercial agricultural use.

Section 3-9 Central Business District (CB) add the following language:

- A. Principal Uses Permitted
 - 17. Indoor retail sale of bulk agricultural products
- C. Conditional Uses Permitted:
 - 5. Community Gardens
 - 6. Farmers Markets

Section 3-11 Commercial (C) add the following language:

- A. Principal Uses permitted:
 - 20. Indoor retail sale of bulk agricultural products
- C. Conditional Uses Permit:
 - 7. Farmers Markets
 - 8. Community Gardens
 - 9. Agribusiness, including the refining and distribution on site of agricultural products. Refining and sales are must be in a permanent structure.

Amend Section 5-6 Conditional Use Permit

Add the following language

- 14. A conditional use permit for agricultural uses as defined in C shall include:
 - a) A dust control plan
 - b) Connection to Town of Clarkdale water system where connection is available within a reasonable distance determined by the Town Manager. If connection to the Town's water system is not available, approval of agricultural uses irrigating with well water will be considered on a case by case basis.
 - c) Use of reclaimed or raw water where available.
 - d) A rainwater harvesting system component.
 - e) All agricultural products must be setback 25 feet from adjoining property lines when abutting residentially zoned property
 - f) Use of pesticides and herbicides must follow EPA standards and include an integrated pest management (IPM) component **or** Use of pesticides and herbicides are not permitted

- g) Irrigation and drainage on site must follow EPA Best Management Practices. Spray irrigation is not permitted.
- h) If fertilizer and soil amendments are proposed, a plan outlining sustainable use must be included.
- i) Runoff of irrigation must be retained on site.

In Section RS3, delete 'Agriculture' from permitted uses.

Section 11-9 Purpose and Applicability for Site Plan Review

Amend the language in A.4 to read:

The establishment of a new commercial or industrial use even if no buildings or structures are proposed, including uses such as *agribusinesses, farmers markets, community gardens*.

Recommendation:

Staff is requesting the Commission provide feedback regarding the draft ordinance.

Chair Van Wye opened the public hearing. There was no public comment.

Commission Discussion:

The Commission discussed the language regarding Section 14.b of the proposed ordinance. Staff stated the language regarding the possibility of allowing commercial agricultural uses that use well water was included in direct response to comments received from a property owner in Clarkdale. Director Filardo stated that the Conditional Use Permit process allows staff the ability to begin discussions with the applicant regarding water use, and to examine the possibility of using effluent for crop irrigation.

The Commission reviewed an email sent to staff on September 25, 2012 from a resident and noted that the comments regarding sustainable agriculture were valid and that the revisions to the proposed ordinance addressed the concerns that were raised in the email.

The Commission provided the following direction to staff:

- Investigate including language regarding a dust control requirement
- Add language regarding the ability to barter produce
- Amend language in Section 14.f to including allowing the use of environmentally friendly pesticides and herbicides.
- Clarify language regarding amount of property being used for agricultural uses in Section 3-A and Section 3-C.

With these changes being incorporated into the draft, the Commission directed staff to move the ordinance forward to Town Council for review.

7. NEW BUSINESS

- a. **AGENDA ITEM: WORKSESSION: WORKSESSION:** Discussion/possible action regarding proposed amendments to Chapter Eleven-Site Plan Review Requirements of the Town Zoning Code.

Staff Report:

Staff is proposing to clarify the language regarding site plan approval criteria specific to street development in Chapter Eleven of the Zoning Code. Section 11-13-2 of the Zoning Code contains language regarding ‘Adequacy of Roadway System.’ Staff is proposing to add the language contained in the draft ordinance to make it clear developers are responsible for acquiring and improving access to any new development and this access shall be improved to the same standards as applied to new subdivisions.

Recommendation:

Staff is requesting the Commission provide feedback regarding the proposed changes to this ordinance.

DESIGN REVIEW & SPR ZONING CODE CHAPTER ELEVEN

2. TRAFFIC ACCESS AND PARKING

- a. **Adequacy of Roadway System:** Vehicular access to the site must be on roads that have adequate capacity to accommodate the additional traffic generated by the development. The Developer shall be responsible for the acquisition of any private easement necessary to provide adequate access to the proposed development. Each commercial/multi-family development shall provide for adequate traffic circulation based on Average Daily Traffic (ADT) and the classification system below:

Any streets determined to be necessary to support the new development shall be

STREET CLASSIFICATION AND MINIMUM DESIGN STANDARDS

Street Class	Street Category	Travel Lane Width	Parking Lane Width	Total Improved Width	Curb or Shoulder	Graded Areas or Sidewalk	Surface	ROW/ Easement Width	Maximum Avg. Daily Traffic (ADT)	Design Speed MPH
I	Arterial	12'	None	60'	Vertical	Sidewalk		76'	3,000+	55
II	Industrial	12'	12'	48'	Rolled	Graded		64'	3,000	40
III	Commercial	12'	8'	40'	Vertical	Sidewalk		60'	3,000	40
IV	Residential Collector	16'	None	28'	Vertical	Sidewalk	2" w/6" base or 3" w/4" base	40'	3,000	40

constructed, by the developer, to the Street Classification and Minimum Design Standards set above herein and adopted by the Town or any other standards adopted by the Town. Upon completion of any access roads to these standards, the roadway, upon acceptance by the Public Works Director, shall be dedicated to the Town as public right-of-way.

Commission Discussion:

The Commission had no questions regarding the proposed changes and directed staff to schedule a public hearing for the April Commission meeting.

Chair Van Wye called a two-minute intermission at 4:48. The Commission meeting resumed at 4:50.

AGENDA ITEM: PUBLIC COMMENT: At 4:50 the Chair opened the meeting to public comment, previously deferred from Item 3.

There was no public comment.

8. AGENDA ITEM: FUTURE AGENDA ITEMS:

Chair Van Wye requested a worksession be scheduled in April to discuss the status of the Mountain Gate subdivision.

Staff informed the Commission that the public hearing for the proposed Entertainment District will be scheduled in April.

9. **AGENDA ITEM: ADJOURNMENT:** The Chair entertained a motion for adjournment. Commissioner de Blanc motioned to adjourn the meeting. Commissioner Viarengo seconded the motion. The motion passed unanimously. The meeting adjourned at 4:55 p.m.

APPROVED BY:

SUBMITTED BY:

Jack Van Wye
Chairperson

Beth Escobar
Senior Planner



Director's Report

Agenda Item: Department Update
Community Development Department

Staff Contact: Jodie Filardo

Meeting Date: April 16, 2013

1. **Water Resource Management Program:** Tuesday, April 30 from 5:30 – 7:30 p.m. is the first scheduled public meeting for this project: Introduction to the Science of Water. This meeting will provide background on the Sustainable Clarkdale Initiative and the goals of the Water Resource Management Program. The discussion will focus on where our water supply comes from and what tools we can use to better understand our water resources.

Director Filardo and Senior Planner Escobar attended the 2nd National Climate Assessment Town Hall at ASU on April 1. This conference focused on responses to the National Climate Assessment Report. Dr. Susanne Moser of Stanford University gave a very interesting presentation regarding best practices for communication the impacts of climate change to the public.

2. **Economic Development:** Staff has been informed Caduceus Cellars has signed their lease for the Clarkdale Investments building and will begin construction in May. Their tentative opening date is Labor Day weekend.
3. **Crossroads at Mingus:** Staff continues to work with this development on a draft 4th Amendment to the Development Agreement. We anticipate moving this forward to Council in May for initial discussions.



Staff Report

Agenda Item: PUBLIC HEARING: An Ordinance amending the Town of Clarkdale Zoning Code to revise Chapter Eleven Section 13: Approval Standards and Criteria for Site Plan Review; Section 2.a: Traffic Access and Parking,

Staff Contact: Beth Escobar

Meeting Date: April 16, 2013

Presented to: Planning Commission

Background:

The Planning Commission first reviewed this proposed change in a worksession at their March 19th meeting.

The new language clarifies the requirements for acquiring and improving access to any new non-residential development and establishes the same standards for street improvement as applies to new subdivisions.

Recommendation:

Staff is requesting the Commission move this proposed Ordinance Amendment forward to Town Council for consideration.

Attachment:

1. Draft Ordinance

2. TRAFFIC ACCESS AND PARKING

- a. **Adequacy of Roadway System:** Vehicular access to the site must be on roads that have adequate capacity to accommodate the additional traffic generated by the development. The Developer shall be responsible for the acquisition of any private easement necessary to provide adequate access to the proposed development. Each commercial/multi-family development shall provide for adequate traffic circulation based on Average Daily Traffic (ADT) and the classification system below:

STREET CLASSIFICATION AND MINIMUM DESIGN STANDARDS

Street Class	Street Category	Travel Lane Width	Parking Lane Width	Total Improved Width	Curb or Shoulder	Graded Areas or Sidewalk	Surface	ROW/ Easement Width	Maximum Avg. Daily Traffic (ADT)	Design Speed MPH
I	Arterial	12'	None	60'	Vertical	Sidewalk		76'	3,000+	55
II	Industrial	12'	12'	48'	Rolled	Graded		64'	3,000	40
III	Commercial	12'	8'	40'	Vertical	Sidewalk		60'	3,000	40
IV	Residential Collector	16'	None	28'	Vertical	Sidewalk	2" w/6" base or 3" w/4" base	40'	3,000	40

Any streets determined to be necessary to support the new development shall be constructed, by the developer, to the Street Classification and Minimum Design Standards set above herein and adopted by the Town or any other standards adopted by the Town. Upon completion of any access roads to these standards, the roadway, upon acceptance by the Public Works Director, shall be dedicated to the Town as public right-of-way.



Staff Report

Agenda Item: PUBLIC HEARING: For an Ordinance adding Section 3-17: Entertainment District to Article 3 of the Town of Clarkdale Zoning Code to adopt an overlay district with specific zoning requirements in the central Clarkdale area.

Staff Contact: Beth Escobar

Meeting Date: April 16, 2013

Presented to: Planning Commission

Background:

As discussed in the March 19 worksession Entertainment Districts are overlay districts that can provide a mechanism to permit businesses serving alcohol to locate within 300 feet from schools and churches. Per Arizona Revised Statute (ARS) 4-207, the state shall not issue a liquor license for any establishment within 300 horizontal feet of a school or church. With an Entertainment District Overlay the Council has the ability to approve an exemption from the distance restriction per ARS 4-207. A town with a population under 200,000 may designate one Entertainment District.

The Entertainment District will also create a focal area for the downtown business district to support ongoing economic development. Staff will continue to work with the businesses and property owners in the area to create a vibrant and flourishing downtown Clarkdale.

Section 3-17-2 of the new proposed code adopts design guidelines for the Entertainment District. These guidelines are structured to drive new commercial development within the District boundary that reflects the existing character of the Central Business District.

At a March 26, 2013 meeting with Central Business District property owners, the proposed Entertainment District was enthusiastically supported.

Staff has provided copies of the information related to the proposed Entertainment District to both churches in the area and asked for feedback.

Per the direction of the Commission, the boundaries of the Entertainment District have been expanded to include the Verde Canyon Railroad. They are supportive of this inclusion, and looking forward to working with the Town on development of the District.

Recommendation:

Staff is requesting the Commission move this proposed Ordinance Amendment forward to Town Council for consideration.



Staff Report

Attachment:

1. Map of proposed Entertainment District
2. Draft Ordinance

Section 3-17 Entertainment District

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Section 3-17-1 Purpose

The purpose of this overlay district is to three fold:

- To promote economic development in the Clarkdale.
- To preserve the historic look of the Central Business District.
- To allow for the approval of exemptions from the distance restrictions prescribed in Arizona State Statute (ARS) 4-207 regarding the location of establishments serving alcoholic beverages in relation to schools and churches.

Section 3-17-2 District Boundaries

The Clarkdale Historic District was listed on the National Register of Historic Places in 1998. The Central Business District, a zoning designation, lies within this historic designation. The Central Business District originally provided a wide variety of services for residents of the original Clarkdale Town Site.

The Entertainment District is an overlay district encompassing all of the Central Business District and some adjacent property with commercial zoning or the potential to rezone property from a residential district to a commercial district.

Section 3-17-2 Design Guidelines

Per the 2012 Clarkdale General Plan:

‘The context of a place considers its history as well as its future.’

Properties within the Central Clarkdale Heritage District should closely consider the surrounding context of the existing structures when designing new or remodeled buildings. Incorporation of the following features is recommended:

- Relationship to adjoining spaces
- Continuity of street scape along Main Street through inclusion of benches and appropriate landscaping
- Brick facades and/or partial brick inlays
- Clearstory windows
- Pedestrian connection
- Main entrance from a public sidewalk
- Rounded arches
- Varied roof lines

New development in the Entertainment District shall place public parking behind buildings or participate in the development of new central public parking areas.

The front yard setback in the Entertainment District is reduced to zero if the main building abuts a public sidewalk.

Landscaping must include shade trees along the front boundary. These trees shall be from the approved plant list in Chapter Nine of the Zoning Code.

All other development and performance standards are as found in the underlying zoning district.

Section 3-17-3 Exemptions

Pursuant to ARS 4-207-4, the Clarkdale Town Council may approve an exemption to the distance restrictions in this section of state statute for businesses within the Heritage District. Requests for exemptions must be submitted in writing to the Town Council. Review of the exemption request will be scheduled on a Council agenda upon verification that the property owner is up to date on all utilities fees due to the Town, has a current business license and there are no current code enforcement issues regarding the subject property.



Staff Report

Agenda Item: WORKSESSION: Discussion/possible action regarding a draft Wireless Communication Facilities Ordinance

Staff Contact: Beth Escobar

Meeting Date: April 16, 2013

Presented to: Planning Commission

Background:

Staff has received inquiries from two separate wireless communication providers regarding the potential for placing a tower within the Town boundaries. For both AT & T and Verizon, a tower in Clarkdale would be one component of their plan for the Verde Valley.

Federal Regulations:

Wireless communications are regulated by the Federal Communications Commission (FCC). The Telecommunications Act of 1996 provides the framework for local government oversight of siting of personal wireless service facilities. Section 704 of the Act preserves the zoning authority of the Town allowing the Town, through its Zoning Ordinance, to adopt requirements for the siting of a wireless communication facility. The regulations require that the Town have at least one zoning district permitting placement of a wireless communication facility. The FCC regulations prohibit discrimination regarding service providers.

The Telecommunications Act also prohibits the regulation of the 'placement, construction and modification of personal wireless service facilities on the basis of the environmental effects of radio frequency emissions to the extent that such facilities comply with the Commission's regulations concerning such emissions.' In other words, the FCC is the only government body that has the authority to assign a health risk to a wireless facility.

Finally, the Act requires the Town to be timely in its response to applications.

Existing Code:

In our current Zoning Code, wireless communications facilities are not listed in any zoning district as a permitted use. This is a violation of FCC requirements to allow facilities within our boundaries.

Long Term Plan

Director Filardo has secured a grant from the Digital Arizona Council to work on development of a regional wireless communication facility plan. This would involve working with Yavapai County and the municipalities in the Verde Valley to create a plan for the best placement of



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facilities throughout the area, as well as adopting consistent procedures for processing applications.

Staff anticipates it will take six months or more to develop this regional plan.

Proposed Ordinance

As an immediate strategy in order to bring the Zoning Code into compliance with FCC regulations, staff is recommending the Town adopt a Wireless Facility Ordinance that includes the following components:

- Allows wireless communication facilities in the Commercial and Industrial Zoning District with a Conditional Use Permit.
- Allows a tower of greater height in the Industrial Zoning District. The existing maximum building height is 50 feet. Staff is proposing the Industrial Zoning District be split into two areas or zones. The first would include the industrial zoned property along Broadway, in Lower Clarkdale, and south of Miller Road. The maximum allowable height for a cell tower in this area would be 60 feet. For the remainder of the industrial zoned area, basically all of the property north of Miller Road, staff is proposing a maximum height of 200 feet.
- In addition, placement of wireless facilities along the SR 89A corridor could be prohibited due to the view impact of the towers. Section 3-14 of the Zoning Ordinance, the 89A Corridor Commercial Overlay District identifies this corridor as an important viewshed.
- Staff is recommending wireless communication facilities be exempt from site plan review and design review. Typically, towers are accompanied by a small equipment building. The aesthetics of the tower and accessory structures could be discussed during the Conditional Use Permit review process.
- Lighting would have to conform to the Zoning Code, unless overridden by FCC requirements. For example, towers are required to have an unshielded red light on top of the tower to warn airplanes. *(Staff Note: Some communities charge penalty fees if the red light doesn't function. Staff would like to discuss this possibility with the Commission.)*

Adopting these general guidelines into our zoning code meets federal regulations and provides a base for discussions regarding a future regional wireless facility plan.

Recommendation:

Staff is requesting the Commission review this proposal and provide comments.

Attachment:

1. Draft Ordinance
2. Map showing Industrial 'zones'

Draft Changes to the Town of Clarkdale Zoning Code regarding Wireless Communication Facilities

Section 2-1 Definitions:

Add the following language:

Wireless Communication Facilities: Structures, including towers and accessory buildings, which support through-the-air transmission of information.

Section 3 Zoning Districts

Section 3-11 Commercial (C) add the following language:

C. Conditional Uses Permitted:

Move the current language in #6: '*Any such other use determined by the Community Development Director ...*' to #8 and add the following new language:

6. Wireless Communication Facilities that meet or exceed FCC standards.
7. Accessory structures used in direct support of a Wireless Communication Facility.

Section 3-15 Industrial District (I)

C. Conditional Uses Permitted: *strike the existing language (Not requiring a permit) and replace with (Use permit required)*

Move the current language in #5: '*Any such other use determined by the Community Development Director ...*' to #7 and add the following new language:

5. Wireless Communication Facilities that meet or exceed FCC standards.
 - a. In zone A, to a maximum height of 60 feet
 - b. In zone B, to a maximum height of 200 feet
6. Accessory structures used in direct support of a Wireless Communication Facility.

Section 4 General Provisions

Section 4-18 Standards for Wireless Communication Facilities

Purpose: Minimize the impacts of wireless communications facilities on surrounding areas by establishing standards for location, structural integrity and compatibility while encouraging the availability of broadband wireless connectivity for residents and visitors.

Permitted zones:

Wireless communication facilities are permitted in the Commercial and Industrial Zoning Districts with a Conditional Use Permit except for properties located within the 89A Overlay District protected viewshed.

Co-location of providers is encouraged.

**Draft Changes to the Town of Clarkdale Zoning Code regarding Wireless
Communication Facilities**

Towers and accessory structures shall, as much as feasible, be visually unobtrusive. Landscaping from the Town's approved plant list shall be used to screen all structures. Stealth towers may be approved through the Conditional Use Permit process.

Outdoor storage of equipment shall not be permitted at the site.

Lighting shall be fully shielded and used for security reasons only unless otherwise regulated by the Federal Communication Commission.

This section does not apply to non-commercial amateur radio antennas.

Amend Section 5-6 Conditional Use Permit

Add the following language:

14. A conditional use permit for Wireless Communication Facilities shall include:

- An accurate site plan showing the exact location of the tower and supporting facilities with dimensions for each structure and setbacks from property boundaries.
- A map of all locations owned, leased or operated by the applicant and their coverage located within 10 miles of the proposed site.
- A scaled drawing of the exterior of the proposed facility including a cross-section detail of the tower, including height from grade, number of poles and number of arms.
- An environmental assessment of the site.
- Exterior paint or finish samples.
- Letter of authorization from the property owner.
- A signed statement stating the radio frequency emissions comply with FCC standards.
- Proof of an FCC license to transmit/receive radio signals.
- A summary of any planned community outreach regarding the application.

Section 11-9 Purpose and Applicability for Site Plan Review

Amend the language in A.4 to read:

The site plan review requirement is waived for Wireless Communication facilities.

