

**PLANNING
COMMISSION
FEBRUARY 18, 2014**

MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON TUESDAY, FEBRUARY 18, 2014, 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 18, 2014, 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	Ida-Meri deBlanc	Present
Commissioners	Jorge Olguin	Present
	John Erickson	Present
	Vic Viarengo	Excused

Staff:

Community Development Director	Jodie Filardo
Senior Planner	Beth Escobar

Others in Attendance: None

1. **AGENDA ITEM: CALL TO ORDER:** Chair Van Wye called the meeting to order at 4:04 p.m.
2. **AGENDA ITEM: ROLL CALL:** Director Filardo 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 January 21, 2014. Chair Van Wye entertained a motion to accept the minutes. Vice Chair de Blanc motioned to approve the Regular Meeting Minutes of January 21, 2014. Commissioner Erickson seconded the motion. The motion passed unanimously.**
5. **AGENDA ITEM: REPORTS:**
 - a. **Chairperson & Members Report:** Commissioner Erickson announced the Clarkdale Caboose Gift Shop will be opening on March 1, 2014. He stated he has been in the shop and they have a wide variety of gifts and will be displaying items from local artists. Vice Chair de Blanc reported she participated in the trail work at the Wastewater Treatment Plant. This will be a great trail for the Town and should draw people to the area.

**PLANNING
COMMISSION
FEBRUARY 18, 2014**

b. Director's Report: Director Filardo provided the following updates in the Planning Commission packet:

1. **Crossroads at Mingus.** Community Development Department staff along with Public Works Supervisor Art Durazo met with representatives of PTM Enterprises to review the proposed design of the SR 89A/Mescal Spur Intersection. The plan is to apply for the required ADOT permit by the middle of March 2014. Also discussed was a process for tracking obligations and payments related to the restated development agreement. Staff will be working on developing a document to memorialize this process.
2. **Economic Development.** Local First Arizona Mixer. Last Friday night from 5 – 7 PM, we hosted a mixer with Local First Arizona with snacks from Su Casa, Nate's Cowboy Café, One Smart Cookie, and Safeway plus wine donated by Verde Canyon Railroad's private label. Live music featuring Clarkdale's own, "2 G's and a C Note" rounded out the evening. Community Development unveiled some new opportunities for licensed businesses in Clarkdale including Locally Clarkdale. In addition drawings of completed Scavenger Hunt cards were held to award tickets from Verde Canyon Railroad, a gift certificate from Su Casa, and a gift basket donated by National Bank of Arizona. About sixty folks attended representing businesses from Clarkdale and from around the Verde Valley.
3. **Verde Valley Agricultural Coalition (VVAgC).** Senior Planner Escobar attended a meeting sponsored by Verde Valley Regional Economic Organization and VVAgC. The meeting focused on identifying necessary steps to creating a food hub – a centralized system for the acquisition and dispersal of local produce in the Verde Valley.
4. **Conditional Use Permit application received.** Staff received a conditional use permit application for a wireless communication facility at 885 First South Street from Reg Destree, a representative for Verizon. The application is tentatively scheduled for the March 18th Planning Commission agenda. The Commission has already directed staff to schedule a site visit prior to this meeting.
5. **Sustainable Clarkdale.** On January 28, 2014, Town Council approved the awarding of the Verde River @ Clarkdale public participation project to Gunn communication, Inc. of Phoenix. Within two weeks of the execution of the contract, the project plan with timelines will be undertaken. This project will provide a scope of work and a prioritized list of amenities and facilities to be developed at TuziRAP and TAPCO RAP. With the approval of a contract with Gunn Communications for public engagement for the Verde River @ Clarkdale Master Plan, Theresa Gunn has already submitted a scope of work and a kick-off meeting with staff has been tentatively scheduled for February 12th.
6. **Permits Issued:** Since the last meeting, Community Development has issued the following permits:
 - One single family dwelling permit for the property at 1391 Old Jerome Highway. C&B Construction (Bill Bullock) is the builder.
 - 905 First North Street/ Accessory structure
 - 140 Black Hills Drive/ Accessory structure
 - 1321 Deborah Drive/ Re-roof

**PLANNING
COMMISSION
FEBRUARY 18, 2014**

- 1341 Deborah Drive/Re-roof

NEW BUSINESS

- a. **AGENDA ITEM: WORKSESSION:** Discussion regarding parking in the Central Business Area.

Staff Report:

Background:

As part of the examination of the Town's existing parking regulations, the Planning Commission directed staff to schedule a discussion item focusing on the parking situation in the Central Business area.

Current Conditions:

The Central Business District includes the properties along Main Street from Clarkdale Parkway/Eleventh Street to Broadway and from First North to First South Streets. This area was originally developed as the center of town. It held all of the necessary amenities to support the original Town site. In addition to the Central Business District zoning, there is Industrial (Copper Art Museum) and Commercial District zoning in this area. The majority of these properties are within the Arts & Entertainment District Boundary.

Zoning in Downtown Clarkdale

Zoning	Acreage	Developed Acreage	Available for Development
Central Business District	29.67	18.26	11.41
Commercial (Larry Green property on Main)	4.54		4.54
Commercial (Property on Clarkdale Pkwy)	12.13		12.13
Industrial (Copper Art Museum)	.83	.83	
Town Center	5.52	5.52	
Total	52.02		28.08



Approximately fifty-three percent of the property zoned Central Business and Commercial within the downtown area is undeveloped.

The undeveloped properties along Main Street, east of the Copper Art Museum, would be required to develop parking as part of site development. Per the development standards for the Arts & Entertainment district, the parking would be located behind the buildings.

The commercial property on Clarkdale Parkway is not within the Arts & Entertainment District, so placement of parking for this site would be determined during the site plan review process. This

**PLANNING
COMMISSION
FEBRUARY 18, 2014**

approximately 12-acre site could be developed as a retail center. Since regulations for the Commercial District do not include a lot coverage maximum, the only factor controlling the site of the building is the required parking. Using the requirement for one parking space for each 200 square-feet of building space for a retail use, an approximately 278,000 square-foot building with 1,300 parking spaces could be developed on this property.

Public parking lots and parking garages are both permitted uses in the Central Business and Commercial Districts.

Existing parking in the downtown area:

Location	Public	Private
Town of Clarkdale parking lot	88	
Street parking	123	
Su Casa	15	
Old Tennis Court		20
Copper Art Museum		8
Post Office		33
St. Thomas		23
Laundromat Parking Area		15
Total	226	99
Grand Total	325	

Points for Discussion:

- Current existing parking in the downtown area appears adequate most of the time. Parking availability becomes stressed during special events.
- On the south side of Main Street, there is approximately 16,000 square feet of existing buildings either unoccupied or underutilized. Section 4-12.A.1.h of the Zoning Code exempts both sides of Main Street between Clarkdale Parkway and Ninth Street from the off-street parking regulations. If these properties were to develop to their full potential parking problems might increase with no obligation of the property owner to provide additional parking.
- The adoption of the Arts & Entertainment District may encourage rezoning of some of the residential property in the downtown area to a commercial use. The impact on the public street parking would need to be considered during the zone change application.
- There is a direct relationship between walking distance and parking. Other than during special events, people prefer parking close to their destination. This would need to be taken into consideration if more public parking is developed.
- There is currently no covered parking available in the downtown area. This should be a consideration for any future parking developed by the Town. Covered parking serves as a good platform for the installation of solar panels.
- Parking for other than cars should be provided. This includes bicycles, smart cars and golf carts.
- Charging stations for electric carts should be incorporated into any new parking areas.

**PLANNING
COMMISSION
FEBRUARY 18, 2014**

- There is a potential for development of a shuttle system from other areas, such as the Town of Jerome, Old Town Cottonwood, Tuzi RAP, to the downtown area. The Town could possibly develop a park-and-ride site at the Wastewater Treatment Plant.
- The possibility of new signage to identify public parking needs to be explored.
- Financing options for new public parking include economic development grants, formation of a special parking district and private investment.

Next Steps:

Staff would like to begin by having discussions with the business owners who have private parking areas, such as the Copper Art Museum, 10/12 Lounge, and the Laundromat/Storage units regarding shared parking arrangements. Some of these areas might need to be improved to qualify as public parking. For example, the surface of the parking lot for the 10/12 Lounge needs to be redone. The Laundromat/Storage area parking lot is not delineated. A financing method for these improvements would need to be identified.

Recommendation:

Staff is requesting the Commission provide feedback regarding the current parking regulations and direction on any future changes to be considered. Staff would like direction from the Commission regarding the concept of future development of more public parking.

Staff would also like feedback regarding development of a policy statement for future parking development in the downtown area. The Commission may want to consider adopting a parking overlay district with specific regulations for the downtown area.

Commission Discussion:

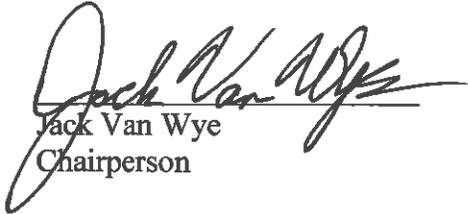
- Chair Van Wye asked about liability issues related to shared parking contracts. Staff stated this is something to consider.
- Commissioner Olguin identified the need to develop principles for an effective parking policy and to determine what we do want to happen and what we don't want to happen. Need to plan for now and 10 years into the future.
- Chair Van Wye stressed how critical it is for a community of our small size to pay attention to details.
- Chair Van Wye asked about parking garages and how they would meld with the architectural details of the historic district. Staff discussed how this would be determined through the Design Review process.
- There was discussion about the ownership of the property where the post office is located.
- Vice Chair de Blanc suggested parking availability be examined for everyday use and for big events. She stated parking needs may grow as events focused on the Verde River increase. We need to build on the Sustainability Values the Commission has already adopted.
- Commissioner Erickson volunteered to observe the parking situation during the car show in March and report back to the Commission.
- Chair Van Wye asked whether covered parking costs more. Staff stated usually it does. Chair Van Wye asked whether there are benefits to covered parking. Staff stated covered parking reduces sun damage to vehicles, reduces glare off of windshields, provides shade

PLANNING COMMISSION
FEBRUARY 18, 2014

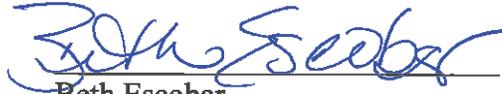
draft policy incorporating the elements of shared parking, covered parking, charging stations, new parking locations and encouragement of use of public transit. The Commission would also like some 'blue sky' plan to explore innovative ideas for developing, designing and funding new parking.

6. **AGENDA ITEM: FUTURE AGENDA ITEMS:** None
7. **AGENDA ITEM: ADJOURNMENT:** Chair Van Wye entertained a motion for adjournment. Commissioner Erickson motioned to adjourn the meeting. Commissioner Olguin seconded the motion. The motion passed unanimously. The meeting adjourned at 5:08 p.m.

APPROVED BY:


Jack Van Wye
Chairperson

SUBMITTED BY:


Beth Escobar
Senior Planner