



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

Tuesday, October 21, 2014 4:00 pm
Men's Lounge, Clark Memorial Clubhouse, 19 N. Ninth Street

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, October 21, 2014 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.

GUIDELINES FOR PUBLIC COMMENT

The Town of Clarkdale endorses civil discourse. If you wish to speak at this meeting, please:

- Fill out a "Comment Card" and deliver to a staff person.
- When recognized, step to the podium and state your name and whether you are a Clarkdale resident.
- Direct all comments to the Planning Commission. Do not enter into a dialogue with the applicant or other members of the public.

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 13th day of October at 9:00 a.m.

Vicki McReynolds

Vicki McReynolds
Administrative Assistant II

www.clarkdale.az.gov

1. **CALL TO ORDER:**
2. **ROLL CALL:**
3. **WELCOME NEW COMMISSION MEMBER:** Craig Backus
4. **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.**
5. **MINUTES:**
 - a. Consideration of the **Regular Meeting Minutes of September 16, 2014.**
6. **REPORTS:**
 - a. Chairperson and Members Report
 - b. Director's Report
7. **ELECTIONS:** Chairperson and Vice Chairperson.
8. **NEW BUSINESS:**
 - a. **WORKSESSION:** Discussion/possible action regarding proposed changes to Chapter 13 of the Town of Clarkdale Zoning Code expanding application requirements and adopting criteria for the approval of a zone change amendment.
9. **OLD BUSINESS:**
 - a. **WORKSESSION:** Discussion/possible action regarding the draft agenda and attendee list for the November 6, 2014 Clarkdale Parkway to Centerville Roundabout Focus Area Meeting.
10. **FUTURE AGENDA ITEMS:**
11. **ADJOURNMENT**

MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON TUESDAY, SEPTEMBER 16, 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 September 16, 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	Excused
	Vic Viarengo	Excused

Staff:

Community Development Director	Jodie Filardo
Senior Planner	Beth Escobar

Others in Attendance: Applicant-Mr. Joe Rongo. Members of the Public: Richard Imboden, Wayne Schumacher, Sandra Brown, Berren Nejad and others who did not sign in.

- 1. AGENDA ITEM: CALL TO ORDER:** The Chairperson called the meeting to order at 4:04 p.m.
- 2. AGENDA ITEM: ROLL CALL:** Director Filardo called the 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 August 19, 2014.** Chair Van Wye entertained a motion to accept the minutes. Commissioner deBlanc motioned to approve the Regular Meeting Minutes of August 19, 2014. Commissioner Olguin seconded the motion. The motion passed unanimously.

5. AGENDA ITEM: REPORTS:

a. Chairperson & Members Report: None.

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

c.

Sustainability in Our Backyard – October 18, 2014. WestTech Recyclers will be collecting e-waste, and Sedona Recycling and Patriot Disposal will have information about the waste stream and reducing and recycling. APS will be demonstrating the effectiveness of solar power. Salt River Materials Group, a leading promoter of sustainable products and practices, will also be in attendance. Check out the Town’s website for a list of items accepted as e-waste:

www.clarkdale.az.gov.

Yavapai College, Spectrum Healthcare (formerly Verde Valley Guidance Clinic), the Verde Valley Senior Center, United Way Services, Friends of the Verde River and Community Legal Services will have information available on their programs supporting our local neighborhood.

In addition to these community focused participants, the Arizona School for Integrative Studies will be offering free massages and a Qigong master will be available for demonstrations to help you relax and find inner balance.

Verde River @ Clarkdale. Following the Council’s discussion of the draft conceptual designs for the two river access points on the Verde River, Peak Engineering was requested to generate engineering estimates for the amenities planned for each of the TuziRAP and TAPCO RAP locations. The firm will take the hashed areas and engineer the most efficient parking design to accommodate the variety of vehicle types anticipated, including the number of recommended parking spaces for facilities being provided, a breakdown of vehicle type; such as RV’s, trucks pulling trailers, motorcycles and cars, plus the number of ADA spaces. In addition, they will provide an erosion control approach for the cuts in the hillside going down to the boat launches for both sites. (This was a particular concern of Council.). They will also show a

looping travel way especially for large vehicles/vehicles pulling trailers. As part of the discussion, Council supported separate commercial/private recreational areas for boat launches at both sites. Peak will also provide specifications for the items included in their cost estimates.

Promotions in Clarkdale. The Poker Stroll will be happening in Clarkdale on September 20th as a more-quiet alternative to the Thunder Valley Rally in Cottonwood. In addition, Clarktoberfest comes to



**Clarkdale
Poker Stroll**

♣ ♦ ♠ ♥ ♣ ♦ ♠ ♥

Date: September 20, 2014
Time: 11a.m. - 5p.m.
Main Street Clarkdale, Arizona

Participating Businesses:

Starts at:

1. Copper Art Museum
2. Clarkdale Historical Society Museum
3. Clarkdale Caboose Gift Shop
4. Four Eight Wineworks
5. Corner Gallery
6. 10/12 Lounge

Ends at:

7. Main Street Cafe & Pizzeria

Must be 21 to participate



Clarkdale in October. 4th.

Broadband in the Verde Valley. A meeting of 17 businesses, providers, economic developers and others interested in increasing broadband capacity in the Verde Valley was held on August 14, 2014 in the Men's Lounge. The purpose of the meeting was the planning of a Verde Valley-wide aggregate demand study to determine what sort of broadband support is desired here. Attached below please find the vision for the project, FYI.

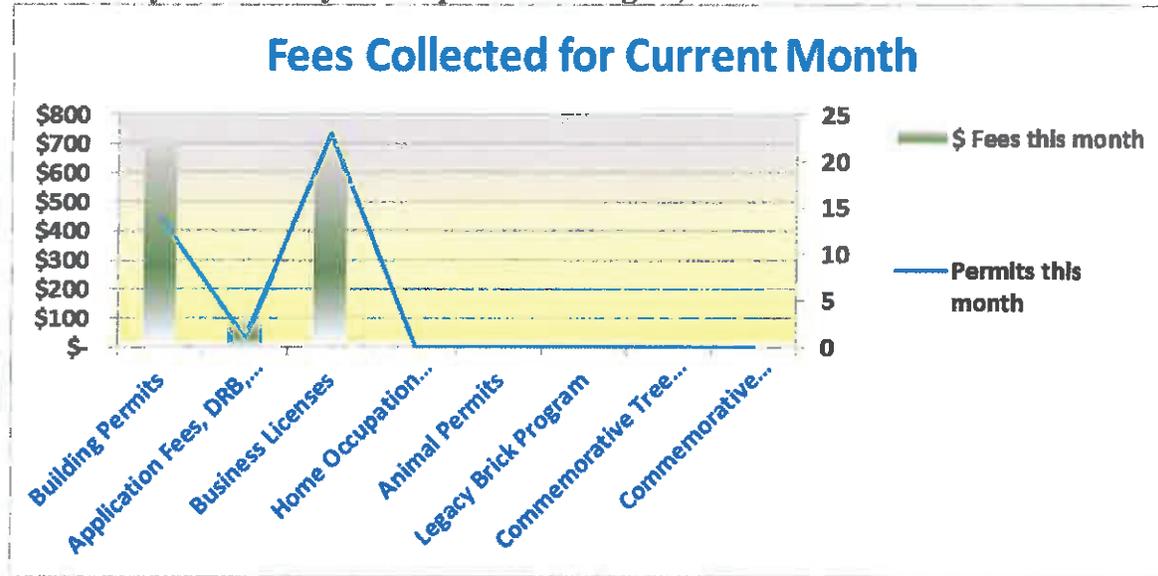


Project Vision

VISION: One Gigabit per second for all

We seek an integrated, Verde Valley-wide, phased network connecting and/or expanding providers' existing networks and adding new providers to meet demand. This network is key to the growth of sustainable economic development within the Verde Valley. Taking advantage of the open trench along State Route 260 and the designation of information as a utility, we anticipate the installation of conduit and fiber in the trench as an initial, key component to the build-out of the Verde Valley Network. We seek local community and provider collaborators willing to work together to accomplish this.

Fees collected by Community Development for August, 2014.



Archaeological Surveys – request for quotes. Based on the list of certified professionals authorized to perform archaeological surveys within Arizona (from the University of Arizona, Arizona State Museum, staff contacted the following three firms for a quote: Antigua Archaeology LLC out of Prescott and Cornerstone Environmental Consulting, LLC and Enviro Systems Management, Inc. out of Flagstaff. Thus far only the two Flagstaff firms have expressed interest in responding.

Fundraiser. A group of local artists is interested in doing a fundraiser at Clarkdale Classic Station. This will be a onetime event that they hope to be able to hold on September 20th during the poker stroll. Local artists will donate goods to be sold and all the proceeds will be donated. They plan to set up outdoor tables for display. This does not meet the criteria for a Special Events permit, however, they have agreed to work with staff to design the layout so to ensure public safety is maintained.

6. AGENDA ITEM: NEW BUSINESS:

- a. **PUBLIC HEARING:** Discussion/possible action regarding a zone change request for an approximately 2.8 acre portion of assessor’s parcel number 400-07-026F located at 701 S. Broadway Street in Clarkdale. The property owner is requesting a zone change from R2 (Single Family and Limited Multiple Family Residential) to C (Commercial) with limited uses. The Applicants is also proposing a lot line adjustment to connect Assessor’s Parcel Number 400-07-026F to Assessor’s Parcel Number 400-07-005 (different ownership) an approximately 9.5 acre commercially zoned property to the north. This lot line adjustment will add approximately 0.41 acres to the amount of property being requested to be rezoned to Commercial.

Staff Report:

Background:

The Planning Commission conducted a public hearing on this item on July 15, 2014. At this meeting the Commission recommended approval of the zone change to Commercial with limited uses. Staff has brought this application back to the Planning Commission to continue discussion on two specific points:

Spot Zoning:

A member of the public brought up the question of spot zoning at the July 15th meeting. Spot zoning is defined as placing a small area of land in a different zone than that of surrounding properties.

Staff asked the Town attorney to determine whether the Rongo rezoning application constitutes spot zoning. The Town attorney advised the applicant join his property with the adjacent Commercial property to prevent the appearance of spot zoning. This can be accomplished through a lot line adjustment. Connecting the properties this way creates a continuous block of commercially zoned property.

Staff has added a stipulation requiring this lot-line adjustment if the zone change application is approved by Council.

Senior Planner Escobar gave the following presentation:

Limited Commercial Uses:

Per the Commission's direction, staff has developed a list of limited commercial uses to mitigate the impact of rezoning to the adjacent property owners:

1. Multiple family dwelling structures. (This use is currently permitted in the existing R2 Zoning District.)
2. Professional and business offices, including clinics. (Permitted in the Neighborhood Commercial District.)
3. Financial institution. (Permitted in the Neighborhood Commercial District.)
4. Restaurants, taverns, bars and Sidewalk Cafes. (Permitted in the Neighborhood Commercial District.)
5. Retail sales. (Permitted in the Neighborhood Commercial District.)
6. Personal service uses, including barber shops and beauty parlors, artists' studios, funeral parlors and other personal service uses of a similar nature. (The Community Development Director has determined day spas would qualify under this category. These uses are permitted in the Neighborhood Commercial District.)
7. Hotels and motels (Permitted in the Neighborhood Commercial District.)
8. Commercial, trade or vocational schools.
9. Bed and Breakfast Country Inn (Allows for up to six guest units and may have a restaurant open to the public. This use is permitted in the Neighborhood Commercial District.)
10. Convalescent homes and retirement centers. (This use is permitted in the Neighborhood Commercial District with a conditional use permit.)

Permitted uses in the Commercial Zoning District **not** on this list include automobile parking lot; laundry and dry cleaning; repair shops; amusement place; auto, trailer, boat, or farm implement display, sales or rentals; public garage; publicly owned facilities; a medical marijuana dispensary and manufacturing of consumable products.

To further limit the impact of the change to commercial zoning, staff is suggesting a condition of approval that prohibits outdoor commercial activity past 10:00 p.m.

The applicant has reviewed the above list and endorses these limited uses.

As a reminder, the general plan designation for this area is Neighborhood Commercial. However, the Neighborhood Commercial District does not include public or private schools. Per the Town Attorney, the current use of the massage school would not be 'grandfathered' (considered exempt from the regulations of the new zoning) if this property were rezoned to Neighborhood Commercial because it is a conditional use.

In staff's opinion, the list of commercial uses above reflects those uses intended for the Neighborhood Commercial Zone, with the additional use of a public or private school. These uses are appropriate for a property located on a major arterial road and do not constitute a deviation from the intention of the General Plan.

Recommendation:

Staff is recommending approval of the zone change request with limited commercial uses and the following conditions:

1. The lot line adjustment connecting Assessor's Parcel Number 400-07-026F to Assessor's Parcel Number 400-07-005 shall be completed within 15 days of approval of the rezone application by Town Council.
2. Applicant and/or future property owner shall notify the Town in writing prior to conversion to a commercial use. An inspection shall be required by the Town Building Official and the Clarkdale Fire District prior to any new use being initiated.
3. The applicant shall be required to complete a redesign of the access of the property off of Broadway Road to standards provided by the Public Works Department of the Town of Clarkdale within 60 days of notification of change of use and prior to close of escrow of any property transfer.
4. A Traffic Impact Report, to be funded by the applicant and/or future property owner shall be required for any change of use more intensive than the current use. The applicant and/or future property owner shall be responsible for completing any required street upgrades identified by the Traffic Impact Report.
5. The property shall connect to the Town's water and wastewater system, including the installation of main lines within the Town's right-of-way from the terminus point on Broadway, within one year of a change of use on the property.
6. Parking shall be adequate for any future use. Additional parking spaces may be required.
7. There shall be no outdoor activity related to a commercial use on the property after 10:00 p.m.
8. Any new use must comply with all Town Code and Zoning Code regulations.
9. The applicant shall enter into a development agreement with the Town that specifies permitted uses and all restrictions and stipulations.

Applicant Presentation:

Mr. Joseph Rongo thanked the Commission for their time. He stated he recognized the neighbors' concerns and felt the limited use address these issues. As a resident adjacent to the property he wants limitations on the uses. He cannot guarantee what will happen to the area in 10 years. The Town's vision may change.

Mr. Rongo stated that just today there were 18 students, 4 staff members and 4 visitors on the site. He doubts any of the proposed uses would generate any more impact than this typical day.

Also, he shared with the Commission he sent letters to the adjacent property owners to the south offering to sell a portion of the property abutting their rear property lines through a lot line process. No one has taken him up on this offer.

He would like to begin discussion right away regarding how to improve the existing access.

Chair Van Wye asked if they have an offer on the table. Mr. Rongo stated no, but he has had a lot of interest, but the proposed uses do not meet the current zoning regulations. He spoke about when they first received their CUP they wanted to put benches on the access, since many people stop and take pictures.

Questions to Staff/Applicant:

Commissioner deBlanc asked about vehicles pulling into the entrance to enjoy the view. Mr. Rongo stated this does happen and he thinks this area would be a good place to put some benches or build a lookout.

Open Public Hearing: Chair Van Wye opened the Public Hearing.

Richard Imboden 500 West Raven Hill Road: One parcel up the hill and two to the left. Asked for clarification about noise limitation. Expressed concerns about traffic. Access to this property is on top of hill, center of curve which is approached at 50 miles per hour. The potential for a traffic incident is high. He also has concerns about the danger of a business serving alcohol and people drinking and driving. Can't imagine what will happen when people leaving try to access this high speed road. Outdoor seating would be disruptive. He certainly does not endorse any businesses like auto repair shops. Hope you will consider uses and occupancies that have the least impact on the neighbors.

Wayne Schumacher 660 West Raven Hill Road: Would like to see a list of limited uses. (This was provided by staff). Stated he is opposed to any commercial zoning. Concerned about noise. Noise control after 10:00 p.m. does not help with noise in the afternoon. Would not like to have any commercial uses across the street from me. The house across the street from me is 172 feet. It is the same distance to the massage school. The beauty of the area would be compromised by more lights and noise. It would ruin our way of life. The Rongos are great neighbors. Their change would benefit them, but would devastate the rest of the neighborhood.

Chair Van Wye asked Mr. Schumacher how long he had lived in the area. Mr. Schumacher replied 15 years. Chair Van Wye asked how much property he owns. Mr. Schumacher replied between 7/10 and 9/10's of an acre. He went on to state that approval of commercial zoning would reduce his property values. Chair Van Wye asked what he was basing that assumption on. Mr. Schumacher stated the additional noise and light would reduce property values in the area. He stated the Rongos keep their lights on all night.

Chair Van Wye stated it was the first time he heard a concern about lights and it was the first issue that came to mind.

Senior Planner Escobar reminded the Commission the Town's lighting ordinance requires all outdoor lighting to be fully shielded.

Sandra Brown 500 Peace Garden Path: Stated Mr. Rongo's lights go off automatically at 10:00 p.m. Residents should not be penalized because of Mr. Rongo's desire to make a profit. I fear for the future, I worry about what this property could be in the future. I don't think the residents should have to lose the quality of life because Mr. Rongo wants to make a profit. Commercial zoning would bring more noise, more light and traffic. There is no buffer between the

commercial and residential uses.

Berren Nejad 450 East Raven Hill Road and properties at 661 West Raven Hill

I want to talk first as a neighbor, in general against noise, traffic, no buffer zone. Stated she read in the staff report the City attorney's recommendation dealing with the appearance of spot zoning by recommending a lot-line adjustment. No matter what the appearance, it is still spot zoning. This is a land use issue. This is a long term decision. We are making a decision that will affect the area for a long time. Now, as a planner, in this case, just jumping into commercial use scares everyone. It is a blanket statement, anything can happen. This area is not appropriate for commercial use. There is no buffer to the large residential lots. There is no control as to what may happen to this parcel in the future. We should only look at specific use that would make more sense. She would support a potential buyer bringing forward a particular use, uncertainty of people/options in the future is a problem. The suggested use as a nurse practitioner would be appropriate, but some others will not be good for the area. I am new in the area, but I chose to live in Clarkdale because of natural beauty and the ability to enjoy the outdoors. I am not sure of Clarkdale and Arizona rules that much. We are reacting because we are thinking the worst.

Chair Van Wye asked about a public hearing being required for conditional use permits. Staff answered this was correct, however, a conditional use permit would not be required for the 10 limited commercial uses being proposed.

Director Filardo introduced Ms. Nejad as the Community Development Manager for the City of Cottonwood. Since Ms. Nejad had missed the staff presentation, Director Filardo reviewed the proposed limited uses. The applicant has agreed to these limited uses. We are trying to address the concerns. Director Filardo explained the difference between permitted uses; the rights and entitlements connected to the land, and a conditional use, which requires the public process.

Mr. Schumacher added the statement that we are all equal if it is not zoned commercial, but if it is zoned commercial you are putting the burden on us. Director Filardo stated this was not an accurate statement. The neighbors would not be required to enforce the limitations, this will be the Town's responsibility.

Ms. Brown asked that the restaurant use be removed from the list.

Close Public Hearing: Chair Van Wye closed the Public Hearing.

Applicant Statement: Mr. Rongo stated that just today there were 18 students, 4 staff members and 4 visitors on the site. There is an assumption the use is going up. A Bed & Breakfast would drop this impact. He doubts any of the proposed uses would generate any more impact than this typical day. He mentioned apartments could be built under R2 zoning. Also, he shared with the Commission he sent letters to the adjacent property owners to the south offering to sell a portion of the property abutting their rear property lines through a lot line process. No one has taken him up on this offer.

He would like to begin discussion right away regarding how to improve the existing access.

Chair Van Wye asked if they have an offer on the table. Mr. Rongo stated no, but he has had a lot of interest, but the proposed uses do not meet the current zoning regulations. He spoke about when they first received their CUP they wanted to put benches on the access, since many people stop and take pictures.

Chair Van Wye asked Senior Planner Escobar to respond to the public comments. Escobar reminded the audience and Commission that the General Plan ratified by voters in 2012 designates this area as Neighborhood Commercial. The entire community recognized the commercial use potential of this area because of the proximity to a major arterial connector road running between Cottonwood and the Verde Canyon Railroad. Senior Planner Escobar also pointed out the approximately 10 acre parcel adjacent to the subject property that is zoned commercial. With the limited uses and the restrictions, staff is providing the tools to control what happens on the subject property. If for example, someone came in to build apartments, which is a permitted use, we would not have the ability to limit outdoor noise. We are trying to balance the concerns of the neighbors with the wishes of the property owner. All outdoor lighting must be fully shielded.

Staff agrees there are traffic issues on Broadway. We are recommending a condition requiring a traffic impact report for any change of use. Any improvements resulting from that report would need to be paid for and constructed by the applicant. Improvements would probably require turn lanes.

There was some discussion about nighttime uses at the massage school. Staff clarified there are no operating time restrictions currently for the massage school.

The existing commercial and industrial zoning to the north was pointed out by staff.

Director Filardo pointed out the traffic analysis would be funded by the applicant, not the time.

Chair Van Wye moved to item 6.b

Commission discussion:

Commissioner deBlanc stated she appreciated the efforts of the staff and the proposed limited uses address the majority of the concerns expressed by the neighbors at the July meeting. It is doubtful any new owner would want to change these uses.

Commission Olguin stated the work staff did goes a long way to addressing key concerns of the residents. I didn't hear a strong argument that anything on that list of 10 was too detrimental to the surroundings.

Commission deBlanc stated she did not think the dark sky issue was discussed in July. Chair Van Wye stated he could see where a business serving alcohol might be a problem. Senior Planner Escobar stated bars and restaurants have the responsibility to monitor alcohol intake of customers, and have liability and law enforcement issues, whereas people at home can drink as much as they want. This is a broader issue that can't be addressed through a land use discussion.

Chair Van Wye reopened the public hearing.

Berrin Nejad stated it is a land use issue because you are allowing this type of use to be brought into the neighborhood. By changing the zone you are bring these types of uses to the area which is now residential. The General Plan is wrong, because it doesn't show a buffer. The very low density on Raven Hill Road should have a better buffer. Commercial zoning will bring more problems related to code enforcement. The future owner should come to us to discuss a specific use.

Chair Van Wye asked what the expectation is of a buffer between residential and commercial.

Ms. Nejad replied in planning a higher density residential with appropriate setbacks. But here there is very low density residential next to commercial.

Senior Planner Escobar reminded the Commission that any uses other than those included on the approved list would need to come through the public process again.

Mr. Imboden heard that commercial enterprises private residences don't live on a curve. I spent 35 years with Phoenix fire, and I can't tell you how many accidents were caused by inebriated drivers.

Ms. Brown stated she would like to see more limitations to the proposed uses, specifically limiting activities to daytime only. Does not like the idea of a restaurant/bar because of noise and traffic impact. Would like to limit outdoor activities. Suggested having seven approved uses, not ten. We don't hear noise with the massage school, but a restaurant or bar would increase noise. Would prefer we eliminate nighttime use. Perhaps we can work on limiting use some more.

Chair Van Wye closed the public hearing and moved to item 6.b:

CONSIDERATION AND POSSIBLE ACTION: Discussion/possible action regarding a zone change request for an approximately 2.8 acre portion of assessor's parcel number 400-07-026F located at 701 S. Broadway Street in Clarkdale. The property owner is requesting a zone change from R2 (Single Family and Limited Multiple Family Residential) to C (Commercial) with limited uses. The Applicants is also proposing a lot line adjustment to connect Assessor's Parcel Number 400-07-026F to Assessor's Parcel Number 400-07-005 (different ownership) an approximately 9.5 acre commercially zoned property to the north. This lot line adjustment will add approximately 0.41 acres to the amount of property being requested to be rezoned to Commercial.

Chair Van Wye asked for discussion. Commissioner Olguin stated he believes we have done a good job on limited uses and we have a good approach. The location does have some hazards connected with it because of the topography, but is not sure what could be done to address these. The required traffic study may provide some solutions. He stated he hears the neighbor's concerns but believes we have made a good effort to address these.

Chair Van Wye agreed. He stated he appreciates everyone views from the perspective of a

resident. We have tried to mitigate concerns as much as possible, and this application is ready to move forward to Council for consideration. There is no reason for further delay.

Commissioner deBlanc would like to change the time limitation to earlier. She asked staff why 10:00 p.m. was chosen. Staff stated this is a standard for commercial use. Director Filardo pointed out we allow sidewalk cafes to operate until 10:00 p.m. Director Filardo also suggested removing ‘commercial activity’ and just specifying all outdoor activity.

Commissioner deBlanc suggested the time be changed to dusk, but staff stated this was hard to enforce. Staff advised the Commission they could modify this limitation. Commissioner deBlanc suggested 9:00 p.m.

Chair Van Wye asked for a motion.

ACTION: Commissioner deBlanc motioned to recommend approval of the zone change request with limited commercial uses as included in the staff report and modifying use #7 to read ‘There shall be no outdoor activity on the property after 9:00 p.m. Commissioner Olguin seconded the motion. The motion passed unanimously.

7. OLD BUSINESS:

WORKSESSION: DISCUSSION AND POSSIBLE ACTION: Regarding development of area-specific plans and infrastructure development plans for the following areas: SR89A Corridor, Broadway Corridor, Bitter Creek Industrial area and Arts & Entertainment District.

Background:

The Commission began formulating the process for the focus area plan development at the August 19th meeting.

After reviewing the specifics of each of the focus areas, the Commission directed staff to develop a schedule and project outline for developing a focus area plan for the segment of SR 89 from the Clarkdale Parkway Roundabout to the Centerville Roundabout.

The purpose of this process is to create a visual representation of development in this area that enforces the goals and strategies of the Clarkdale General Plan and the Sustainable Community and Economic Development Plan.

The focus area plans will serve as a guide for future development.

Proposed Schedule:

As discussed at the previous meeting, the first step in the process is to schedule a stakeholders’ meeting to include the nine property owners in the focus area and other major entities impacted by development along this stretch of the highway, such as ADOT, Clarkdale Fire District, Salt River Materials Group and the Yavapai-Apache Nation.

At the stakeholders’ meeting, staff is proposing to outline the allowed uses for each zoning district and the development requirements for the 89A overlay district.

In addition, staff will present a display showing the viewsheds from specific points along this portion of the corridor. The definition and preservation of viewsheds is a requirement of the 89A Overlay District.

The stakeholders will be given maps of the area and asked to develop a conceptual plan. Samples will be provided. The maps will include existing infrastructure, setback lines per the existing zoning and available access points.

A guideline of conceptual plan components will be presented:

- Building location
- Building orientation
- Building height
- General use categories:
 - Retail
 - Restaurant
 - Business offices
 - Public Buildings
 - Other
- Driveway access
- Parking locations
- Landscaping
- Open Space
- Interconnectivity between properties including vehicle and pedestrian connections
- Future mass transit stops

Depending on the number of people in attendance, the group may be divided into smaller groups to work on separate areas.

Staff anticipates this meeting will take 3-4 hours.

After the stakeholders' meeting, the results will be synthesized and staff will transfer the information to a GIS map for presentation at a public meeting.

The public meeting will be advertised via local media and on the Town's Facebook page. Also, residential property owners directly impacted by the focus area will be notified by mail. At the public meeting, a brief presentation will be given regarding the process, and then attendees will be asked to provide their comments by marking-up the conceptual plans. This meeting is anticipated to last 2-3 hours.

After the public meeting, staff will prepare a report summarizing community expectations, key issues and recommendations based on all of the input received. This report will be presented to the Planning Commission in a public hearing. Further revisions and meetings may be necessary, depending on input received.

Once a draft plan is acceptable to the Planning Commission, staff would like to take this forward to Town Council for consideration and to provide them an update on the process.

With Council’s input, staff would recommend that the project return to Council when the plan for the entire SR 89A corridor is complete.

Tentative Meeting Schedule:

Staff is proposing the following schedule for the first focus area:

Stakeholder Meeting:	Thursday, November 6, 2014	5:00 p.m. to 8:00 p.m.
Public Meeting:	Thursday, December 11, 2014	5:00 p.m. to 8:00 p.m.
Planning Commission Public Hearing:	Tuesday, January 20, 2015	4:00 p.m.
Town Council Meeting	Tuesday, March 24, 2015	3:00 p.m.

Staff would like to know whether the entire Commission would like to attend the stakeholders’ and public meeting. If so, these will need to be agendaized as special meetings. An alternative is for one or two Commission members to form a working group for this process. The working group would attend the meetings and report back to the entire Commission. Staff can work with either alternative.

Recommendation: Staff is asking for comments on the proposed process and schedule.

The Commission discussed the proposed process and timeline. The Commission agreed that all of the meetings should be scheduled as Planning Commission meetings. Commissioner Olguin stated it was important the Commissioners hear these discussions in person and have a chance to communicate with the attendees.

Staff stated all of the meeting will be posted as Planning Commission public meetings. A quorum will not be necessary at the general meetings, so Commissioners can determine if they can attend on an individual basis.

ACTION: Staff was directed to proceed as proposed in the staff report.

8. AGENDA ITEM: FUTURE AGENDA ITEMS:

No discussion.

9. AGENDA ITEM: ADJOURNMENT: Chair Van Wye entertained a motion for adjournment.

Commissioner Olguin motioned to adjourn the meeting. Commissioner deBlanc seconded the motion. The motion passed unanimously. The meeting adjourned at 5:40 p.m.

APPROVED BY:

SUBMITTED BY:

Jack Van Wye
Chairperson

Beth Escobar
Senior Planner



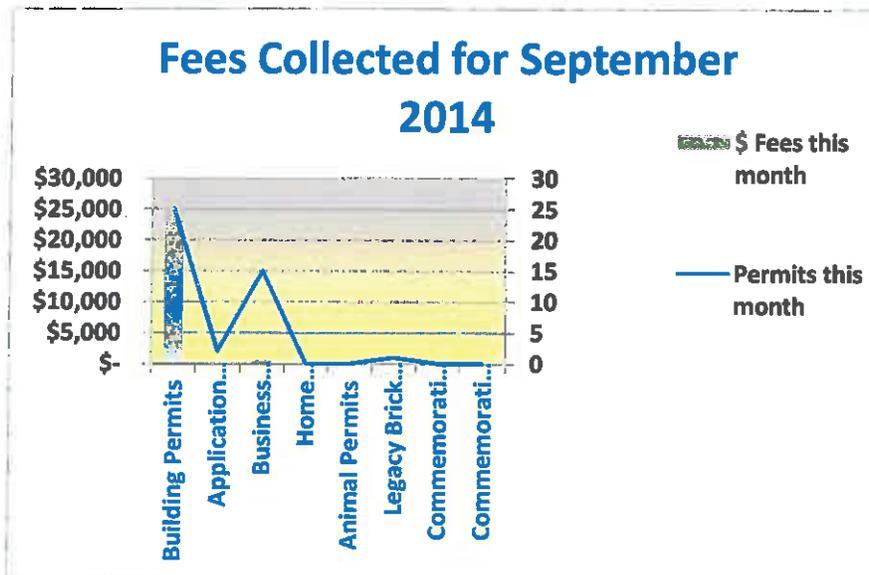
Director's Report

Agenda Item: Department Update
Community Development Department

Staff Contact: Jodie Filardo

Meeting Date: October 21, 2014

1. **Sustainability in Our Backyard – October 18, 2014.** We have 22 confirmed vendor attendees for the October 18 Sustainability in Our Backyard event. The Clarkdale Fire District will be having an open house on this date from 10-2 so we will be working together to refer people to back and forth to each event. Come recycle your e-waste, check out a variety of solar displays, have a massage, learn about bees, support local businesses and so much more!
2. **Events Recap – a good time was had by all!** The Poker Stroll on September 20th generated 93 poker hands submitted and good, happy traffic along Main Street for the event. Clarktoberfest was a “knock it out of the park” event with most of our local businesses scoring their best or second best days ever. We estimate we had about 2,000 folks to the event throughout the day. Everyone seemed to have a great deal of fun and folks are already clamoring for the next event.
3. **Broadband in the Verde Valley.** A meeting of 17 businesses, providers, economic developers and others interested in increasing broadband capacity in the Verde Valley was held on August 14, 2014 in the Men's Lounge. The purpose of the meeting was the planning of a Verde Valley-wide aggregate demand study to determine what sort of broadband support is desired here. Attached below please find the vision for the project, FYI.
4. **Fees collected by Community Development for September, 2014.**





Director's Report

5. **Crossroads at Mingus.** Staff met with representatives of PTM Enterprises, owners of the Crossroads at Mingus subdivision, to discuss the multi-family portion of this project. The Town attorney and the attorney for the applicant participated in this discussion via conference call. PTM has asked for a determination of the required process if they or another developer were to ask in an increase over the eight previously discussed multi-family units on the 1.66 acre parcel within this subdivision. The Town attorney is researching this and will respond.
6. **Dollar General Store.** Staff sent a response letter to the applicant for the proposed Dollar Store at 1191 SR 89A next to Olsen's Grain. The letter listed several areas where the proposal did not conform to regulations in the zoning code. Staff has had several conversations with the design team for this project; the design team traveled to Clarkdale on October 7th for a meeting with staff and Chief Moore of the Clarkdale Fire District. At the meeting, we were able to come to consensus on a variety of outstanding issues. This will be the first project where we require a deposit towards legal and engineering review fees per Ordinance #364 and this is the first commercial building permit in the Town for many years.
7. **Northern Arizona Council of Governments.** NACOG Community Economic Development Strategies. Clarkdale continues at the table in the development of the five year plan for NACOG's Economic Development Committee. This is important as any project for which we seek Economic Development Administration funds must be supported in this plan. Historic and outdoor recreational tourism are represented as are arts and culture-related projects.
8. **Mountain Gate.** Concrete foundations are being poured and the building is underway in Mountain Gate. We're very happy with the progress thus far.
9. **Creative Placemaking Event on October 23rd.** See flyer attached.

Please join us for a special Verde Valley presentation by National award winning urban planner and Guest Speaker, **Leonardo Vazquez, AICP/PP, Executive Director**
The National Consortium for Creative Placemaking

Creative Placemaking:

Integrating Community, **Cultural**, and **Economic Development**

Thursday, October 23, 2014
4:00 - 6:00pm
Cottonwood Regeneration Center
150 South 6th St, Cottonwood, AZ 86030
(928) 689-5306

For more information and to RSVP, contact Juliana Bretschke
609-882-6196 or juliana@culture.com

Clarkdale Creative Placemaking



Staff Report

Agenda Item: Discussion/possible action regarding proposed changes to Chapter 13 of the Town of Clarkdale Zoning Code expanding application requirements and adopting criteria for the approval of a zone change amendment.

Staff Contact: Beth Escobar

Meeting Date: October 21, 2014

Presented to: Town Council

Background:

Staff is proposing modifications to Chapter 13, Section 13-2, of the Town Zoning Code. This section deals with the procedure for zoning amendments.

Per Arizona Revised Statutes, 9-462-01.12.E, the Town may ‘approve a change of zone conditioned upon a schedule for development of the specific uses or uses for which rezoning is requested.’”

Because the current zoning code is not clear regarding this issue, staff is suggesting language changes to Section 13-2.C specifying the requirement of a specific development plan for the proposed use for a zone change amendment.

In addition, staff is proposing to add language to Section 13-2.F adopting criteria on which the Planning Commission shall base their recommendation of a zoning amendment application. Staff is recommending general guidelines based on criteria currently used during staff review of a zone change application.

Legal Opinion

Per the Town attorney, the Town may modify the existing zone amendment procedures without risking exposure under the Arizona Private Property Protection Act of 2006 (Prop. 207).

Recommendation

Staff is requesting input from the Commission regarding these proposed changes to the Zoning Code.

Attachments:

1. Draft Code Changes to Chapter 13

CHAPTER 13 – SECTION 13-2 Procedures for Amendments**C. Application –*add the following language:***

The following information shall be included with all applications for a zone change amendment:

1. A detailed description of the proposed development for which the zone change is being requested including a specific schedule for proposed improvements. (A.R.S. 9-462.01.12.E)
2. A draft site plan showing proposed building layout, parking, and all proposed construction or modifications to an existing structure. Site plan shall include notation for any proposed dedication of public rights-of-way or drainage areas.
3. A narrative of how the requested zone change complies with the Clarkdale General Plan. (A.R.S. 9-462-01-12.F)
4. Completed application.
5. Legal description of the property.
6. Copy of property title or statement of letter of authorization from the property owner.
7. Proposed neighborhood participation plan to ensure the applicant pursues early and effective participation from the community regarding the proposed zoning amendment. This plan shall be implemented prior to the first public hearing.

F. Recommendation of the Commission –*add the following language:*

The Planning Commission shall base their recommendation of approval for a zoning amendment on the following criteria:

1. The amendment conforms to the Clarkdale General Plan, specifically the Land Use Element.
2. The amendment conforms to a Focus Area plan, if applicable.
3. The amendment provides sufficient buffering to adjacent land uses.
4. The amendment mitigates traffic impact as much as possible.
5. The amendment mitigates noise impact to surrounding properties as much as feasible.
6. The subject property is located in an area where Town utilities are available or the applicant will extend Town utilities as part of the proposed development.
7. The proposal provides community benefits such as:
 - a. Pedestrian connections.
 - b. Vehicular connections.
 - c. Public right-of-way will be improved and dedicated to the Town.
 - d. Utility infrastructure will be installed and dedicated to the Town.
 - e. Public space will be improved and dedicated to the Town upon request by the Town.
 - f. Open spaces will be protected.



Staff Report

Agenda Item: Discussion/possible action regarding the draft agenda and attendee list for the November 6, 2014 Clarkdale Parkway to Centerville Roundabout Focus Area Meeting.

Staff Contact: Beth Escobar

Meeting Date: October 21, 2014

Background:

The first Focus Area stakeholders meeting is scheduled for November 6, 2014 from 5:00 to 6:30 p.m. The first sub-area is the portion of SR 89A from Clarkdale Parkway to the Centerville roundabout. The following stakeholders are on the invitation list:

Newgate Homes at Mountain Gate
Beaver Creek Development (Conlin Family)
Arizona Title & Trust Co (Selna & Mongini)
Joram Corporation (Mold in Graphics)
Salt River Material Group
Clarkdale Fire District
Yavapai-Apache Nation
UVX Mongini Co.
ADOT
Cottonwood Area Transit (CAT)

In addition, the Town of Clarkdale Public Works department will be invited to attend.

The purpose of this meeting is to garner input from property owners and stakeholders regarding future development of this area. A draft agenda and invitation are included with this report. The agenda will be posted as a special Planning Commission meeting. The goal of the stakeholder's meeting is to create a draft master plan for the area identifying building placement, access, parking areas and opportunities for interconnectivity between properties. It is possible this may take more than one meeting with the stakeholders group.

The next meeting, which will be open to the general public, is scheduled for December 11th, 2014 from 5:00 – 8:00 p.m. At this meeting, the draft plans will be presented for comments. Since this is a new process it is important to recognize these dates may need to be fluid.

As a reminder, this is the first of many meetings regarding the SR 89A corridor. Staff anticipates there will be some common themes heard as we move from area to area along the corridor. Once all the segments are completed, staff and the Commission will finalize a master plan for the corridor.



Staff Report

As previously discussed, the first draft plan on the Clarkdale Parkway to Centerville Road roundabout will be presented to Council for review and input on the process. After incorporating the Council's input, the final draft plans for each focus area will be presented to Council for adoption. The final draft plans will provide a guide for future development in each of the four focus areas: SR 89A Corridor, Broadway Corridor, Bitter Creek Industrial Area and Arts & Entertainment District.

Recommendation

Staff is requesting input from the Commission regarding process and scheduling.

Attachments:

1. Draft Agenda
2. Focus Area Map
3. Invitation to Stakeholder



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

**Thursday, November 6, 2014 5:00 pm
Men's Lounge, Clark Memorial Clubhouse, 19 N. Ninth Street**

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 SPECIAL Meeting Thursday, November 6, 2014 at 5:00 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.

GUIDELINES FOR PUBLIC COMMENT

The Town of Clarkdale endorses civil discourse. If you wish to speak at this meeting, please:

- Fill out a "Comment Card" and deliver to a staff person.
- When recognized, step to the podium and state your name and whether you are a Clarkdale resident.
- Direct all comments to the Planning Commission. Do not enter into a dialogue with the applicant or other members of the public.

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 October 27 at 9:00 a.m.

Vicki McReynolds
Vicki McReynolds
Administrative Assistant II

www.clarkdale.az.gov

1. CALL TO ORDER:

2. ROLL CALL:

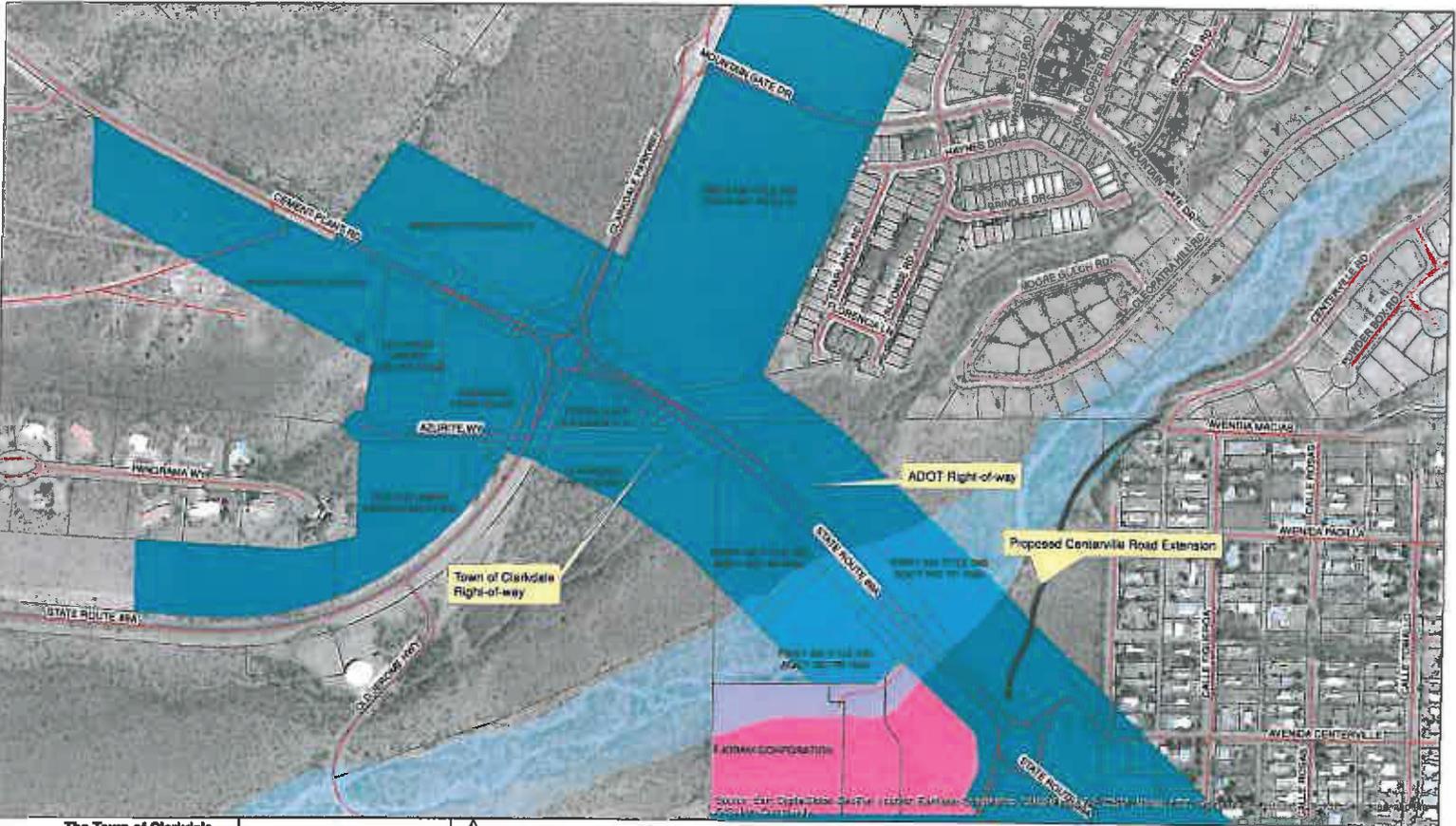
3. NEW BUSINESS:

- a. **WORKSESSION:** Discussion/possible action regarding a stakeholder's meeting to draft a master plan for the Clarkdale Parkway to Centerville Road portion of the SR 89A Focus Area.

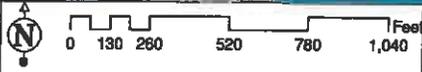
- Introductions
- Statement of Purpose of Meeting
- Review of Sustainable Community and Economic Development Plan Focus Area Strategy
- Review of Growth Area Goals, Objectives and Policies of the 2012 Clarkdale General Plan
- Identification of infrastructure needs
- Elements of a Draft Master Plan
- Plan making

4. ADJOURNMENT

DRAFT



The Town of Clarkdale
 Community Development Department
 P.O. Box 3068730 Main Street,
 Clarkdale, AZ 85324
 (928) 853-9550



August 2014

**Clarkdale Parkway
 to Centerville Roundabout**

This map has been provided for informational purposes only and is not necessarily engineering accuracy. Every effort has been made to ensure this map is as accurate as possible. The Town of Clarkdale shall assume no liability for the information contained on this map.

What do you think?

When: Thursday, November 3, 5-6:30

Where: Men's Lounge, Clark Memorial Clubhouse
19 N. Ninth Street, Clarkdale AZ

Contact: Beth Escobar
(928) 639-2500
Beth.escobar@clarkdale.az.gov

Please RSVP by Monday, November 3, 2014



Community Development Department
Director Jodie Filardo
890 Main Street
Clarkdale, AZ 86324
(928) 639-250

SR89A Focus Area
Clarkdale Parkway to
Centerville Roundabout

The Town of Clarkdale and the Clarkdale Planning Commission invite you to attend the first stakeholder meeting to discuss the area along SR89A between Clarkdale Parkway and the Centerville roundabout.

Our goal is to create a vision for development of this area reflecting the Clarkdale Community Plan, community expectations and property owners' objectives.