

MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON TUESDAY, JUNE 16, 2015, 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, June 16, 2015, at 4:00 p.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

Planning Commission:

Vice Chairperson	Ida-Meri deBlanc	Present
Commissioners	Jorge Olguin	Present
	John Erickson	Present
	Craig Backus	Excused

Staff:

Community Development Director	Jodie Filardo
Senior Planner	Beth Escobar

Others in Attendance:

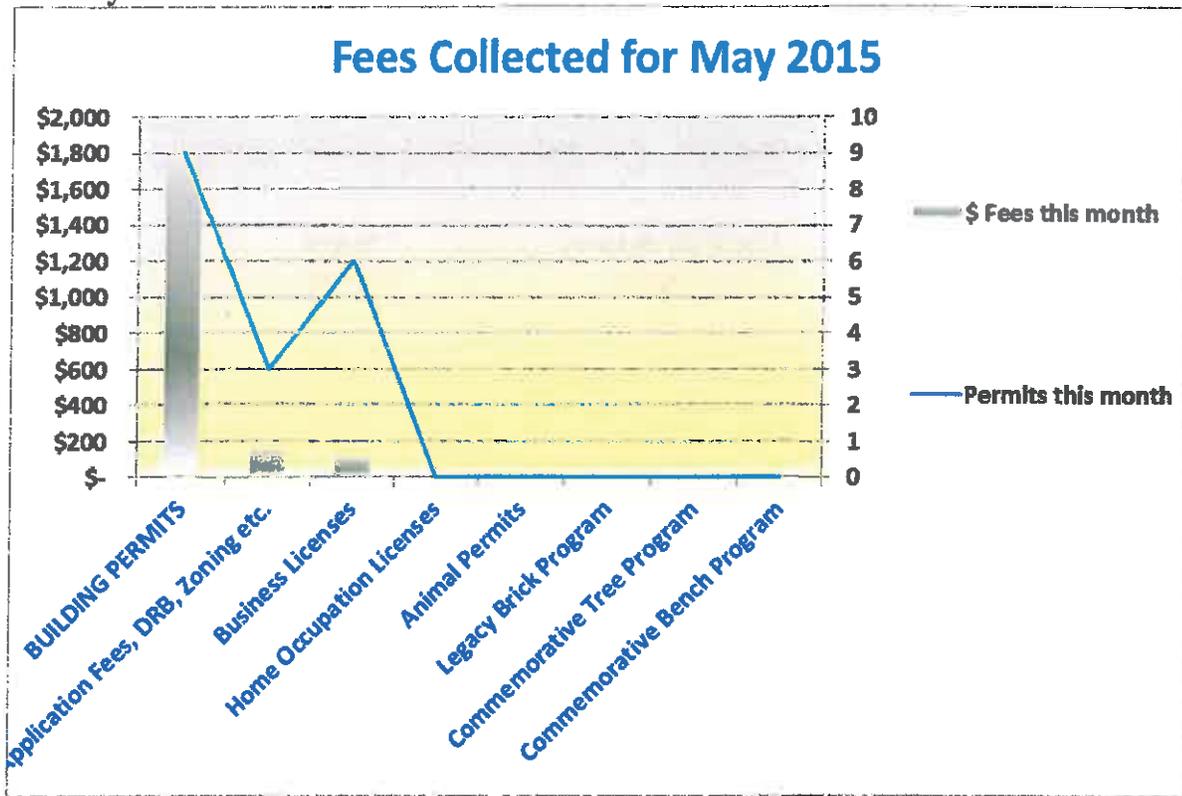
1. **AGENDA ITEM: CALL TO ORDER:** Vice Chair de Blanc called the meeting to order at 4:00 p.m.
2. **AGENDA ITEM: ROLL CALL:** Director Filardo called the roll.
3. **AGENDA ITEM: PUBLIC COMMENT:** The public is invited to provide comments at this time on items that are not on this agenda. Action taken 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 May 19, 2015**. The Vice Chair entertained a motion to accept the minutes. Commissioner Olguin motioned to approve the Regular Meeting Minutes of May 19, 2015. Commissioner Erickson seconded the motion. The motion passed unanimously.
5. **AGENDA ITEM: REPORTS:**
 - a. **Chairperson and Members Report - None**

b. Director's Report

1. May 2015 Statistics.



2. Permits Issued – Includes permits from April and May – 20 total.

- Bathroom remodel at 2181 Liough Drive
- Spa at 341 Summer Circle
- New photovoltaic solar permits are on the rise:
 - 1385 Mountain Road
 - 190 Verde Street
 - 1391 Old Jerome Highway
- Remodel at 1151 Highway 89a
- Re-roof at 905 First South Street
- Roof nailing and shear panel at 1941 Crossroads Blvd.
- Final and Certificate of Occupancy at 501 Miners Gulch Drive
- Final for accessory structure at 1445 Minerich Road
- Roof nailing at 139 Zuni Drive
- Combination inspection (framing, plumbing, electrical, and mechanical) at 149 Zuni Drive
- Final for Spa installation at 341 Summer Circle
- New HVAC system at 145 Zuni Drive (Bank owned property being rehabilitated)
- Re-roof at 570 Black Hills Drive

Re-roof at 821 Reta Street
 Electrical service – 1001 First South Street
 Plumbing, sewer and water lines repair – 1514 First South Street
 Gas line replacement at 1502 Main Street
 Roof replacement at Reta Street

- Dog Days of Summer.** June 20th from 9 AM – 1 PM. Town Park and Main Street, Clarkdale. Sponsored by the Clarkdale Downtown Business Alliance. Entry fee buys you a bandana for your dog: \$3 for one or \$5 for two.



Dog races, dog-people look-alike contest, bobbing for hotdogs, chicken broth shots, dog licensing, fire hydrant raffle and other doggie fun is to had!

- Verde Valley Open Air Cinema in Town Park.** Come see Casablanca on the lawn of Town Park on June 20th. Festivities start at 7 PM with live music and the movie starts at 8 PM.

- May 11th – National Geographic and Sedona Verde Valley Tourism Project – training held in Clarkdale.**

An array of Clarkdale and Jerome business owners met at the Clark Memorial Clubhouse to attend training from National Geographic on how to load information regarding their special and authentic experiences onto the new website. Once the data is received by the National Geographic editorial team it will be reviewed to make sure it works for this project and will then be loaded into their system.



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- United Verde Soil Project.** Staff has been working on various aspects of this project plan to learn as much as possible about the best way to approach this project. Owners of both the Crossroads at Mingus development and the Mountain Gate development were contacted directly and informed about the project. Each is willing to serve on an advisory committee if requested. In addition, a team trip to Bisbee to learn from their recent soils project occurred on May 27th and May 28th.

– Trip to Bisbee Summary. The Mayor, Town Manager, Director of Utilities and Public Works, and the Director of Community and Economic Development journeyed to Bisbee during the last week of May for an eye-opening and worthwhile visit with Freeport-

McMoRan officials and contractors plus City of Bisbee officials. There were an array of lessons to be learned from the Bisbee experience from both the infrastructure and project management perspectives plus the observed physical and visual impacts of the project on sites throughout the city. This certainly provided the team with many specific suggestions for use in approaching our own project here in Clarkdale.

7. **Name Change.** Our very own Copper Art Museum is now the Arizona-Copper Art Museum. Per an email from Drake Meinke, “We believe that adding the word ‘Arizona’ will make the museum more attractive to visitors and be thought of as more of an official museum entity. We think this will encourage more patronage. This name change is similar to the Arizona-Sonora Desert Museum.”

8. **Verde Valley Gigabit Project.** Based on new findings at the ADOT Highway 260 Utilities meeting on May 21st, a meeting with Century Link was established for June 2 to determine the gaps between the proposed middle mile network and plans the company has for fiber upgrades in the Verde Valley. This is a very big step forward in the creation of a middle mile ring within the Verde Valley. In addition, staff met with the Yavapai County Education Services Agency CIO and the gentleman in charge of the E-rate program for the schools. They agreed to collaborate on the growth of broadband in the Verde Valley.

6. OLD BUSINESS:

- a. **PUBLIC HEARING:** Regarding proposed changes to Sections 2-1, 3-9, 3-10, 3-11, 3-12, 3-13 and 11-13 of the Town of Clarkdale Zoning Code regarding commercial zoning.

Staff Report:

Background:

The Planning Commission has conducted two worksessions to review proposed changes to the commercial zoning districts. Per direction from the Commission during the May 19th meeting, staff has removed the language ‘*excluding mobile homes and manufactured homes*’ from residential uses in all of the commercial districts.

Also, with the recommended elimination of the Town Center Commercial District, Section 3-10, the three subsequent commercial districts have been renumbered for consistency.

The following is a summary of the proposed changes (**uses are underlined for clarity, new uses not previously allowed in any commercial district are in bold**):

- Add the following agricultural uses to the Commercial, Neighborhood and Highway Commercial District
 - **Agriculture**
 - **Greenhouses**
 - **Community Supported Agriculture disbursement location**
 - **Community Gardens**

- Farmers Markets
- Agribusiness, including the processing and distribution on site of agricultural products. Refining and sales must be in a permanent structure.
- Adopt definitions for various agricultural uses
- Add specific requirements to Section 11-13 for site plan review of agricultural uses including requirements for a water/wastewater use plan during the site plan review.
- Allow alcohol service in restaurants in Highway and Neighborhood Commercial to standardize language across all commercial districts.
- Add Artist Studios as separate permitted use in Central Business District and Commercial District. Move from conditional use to permitted use in Neighborhood and Highway Commercial District.
- Add Automobile parking lot to Highway Commercial District
- Standardize language for Bed and Breakfast Country Inns
- Add Commercial, Trade or Vocational schools as permitted uses to Highway and Neighborhood Commercial District. This category is currently a permitted use in the Commercial and Central Business District.
- Consolidate wording for Convenience Stores/Filling Stations and add as a conditional use to all districts
- Add Funeral Parlors without a crematorium to Central Business and Commercial Districts as a separate category removed from Personal Services and delete wording ‘in keeping with the historic Clarkdale tradition’ from the Neighborhood Commercial District
- Delete Microbrewery, with or without food from Neighborhood and Highway Commercial – this is covered under Manufacturing, production and assembly of boutique consumable products.
- Add Manufacturing, production, and assembly of boutique consumable products to Highway and Neighborhood Commercial. This is currently a permitted use in the Commercial and Central Business District.
- Add Museums to Commercial and Central Business Districts. (This is a use we have in the Central Business District that is not specifically listed.)
- Add Park and ride facilities as a permitted use in Commercial and Highway Commercial
- Create separate category for Repair shops for household small appliances et. al. in all Commercial Districts
- Consolidate language for Residential uses into one category including single family and multi-family
- Remove Storage facilities from publicly owned, etc., to separate category in Commercial District
- Replace Self-storage units with Storage facilities in Highway Commercial
- Add Convenience stores/ with bulk storage of inflammable materials as a conditional use in Commercial District, add filling station language to this use in Commercial, Highway and Neighborhood Commercial, delete Filling station in Commercial and Highway
- Add child or adult language to Day Care Center in Commercial and Central Business District

- Add **Medical Facilities** as a conditional use for all commercial districts. Staff is suggesting this be added as a conditional use since the CUP process would allow discussion regarding items specific to a medical facility, such as hazardous material management.
- Add **Public Utilities** as a conditional use in Commercial and Highway District
- Delete the words ‘without bars’ from the restaurants and sidewalk cafes category in Neighborhood Commercial and the wording ‘which do not serve alcohol ...’ from the Highway Commercial District.
- Delete **Restaurants with bars as a secondary use** from Highway Commercial.
- Move **Taverns and Bars** from a conditional use in Neighborhood and Highway Commercial to a permitted use and consolidate with the restaurant category.
- Delete **Treatment facility** as conditional use in Highway Commercial. This would be covered under medical facilities
- Standardize language for wholesale establishments and move from a conditional use in the Highway Commercial District to a permitted use.
- Add **Any use not listed but determined by the Community Development Director to be similar** to Commercial District and standardize this language for all districts.

Town Center Commercial

In addition to the above changes, staff is recommending the Town Center Commercial Zone be eliminated. This zoning classification was adopted in 2006 at the same time the Highway, Neighborhood and 89A Highway Corridor Overlay District were adopted. There is currently no property within Town boundaries with the Town Center Zoning and it is not specifically referenced in the General Plan. It appears to be superfluous to the code and duplicates those uses listed in the Central Business District.

Summary

The changes being proposed provide clarification to the existing code and should make it easier to use by the public and staff. By combining specific uses, such as dressmaking, into a broader category, such as personal services, there is less likelihood a specific use that may be appropriate will be eliminated or overlooked. By adding additional uses, such as agriculture, the code addresses current trends in land use.

Recommendation: Staff is requesting the Planning Commission review the material and provide specific recommendations for changes or direct staff to move the proposed revisions forward to Town Council for review.

Vice Chair de Blanc asked for the definition of a storage facility. Senior Planner Escobar explained a storage facility is a completely enclosed structure. Outside storage is a separate use category and requires a conditional use permit in commercial districts.

Vice Chair de Blanc opened Public Hearing:

David Baird, Manager Four Eight Wineworks: Supports the addition of agriculture as a permitted use. The climate and soil in Clarkdale are conducive to grape growing and fruit and nut trees. Those in the industry are already concentrating on reducing water use for crops. Research shows 7 houses on 1 acre of land will use 720,000 gallons of water per month; one acre of vines uses 250,000 gallons of water per month.

Aaron Wiese, Clarkdale resident: Recent graduate of enology program at Yavapai College. Is interested in developing a sustainable vineyard in Clarkdale. Would also love to see more small scale farms. Supports the addition of farmers markets and community gardens as permitted uses.

Brie Nation, Clarkdale resident: Supports all facets of agricultural uses.

Memi Perkins, Glenarm Land Co. Manager: Works in Clarkdale. Supports wine and viticulture, but we also need to support the cattle rancher. Part of the heritage of the region. Helps owners get relief from property taxes. Ranching is part of the unique character of the area and an integral part of the community.

Phil Terbell, Clarkdale resident. Glad to see updates to codes. Would like to suggest a coordinate discussion. City of Cottonwood is currently working on a similar project to update their code. It would be helpful to the development community if codes were standardized amongst all of the communities.

Vice Chair de Blanc closed the Public Hearing:

Commissioner Olguin asked whether staff would contact the City of Cottonwood to follow-up on Mr. Terbell's suggestion. Staff said they would contact the Community Development Manager to discuss.

Commissioner Olguin then asked the public who had spoken whether the proposed changes were opening a door or closing a door.

Vice Chair de Blanc reopened the Public Hearing:

David Baird stated these changes were a good preliminary start in supporting agricultural uses in general. As we progress we might want to discuss what types of agriculture would be permitted.

Scott Buckley, Clarkdale resident and business owner: Supports agricultural uses. Currently our society has a disconnect with food nationwide. It would be nice if our small community could produce its own food. As a restaurant owner, he would like to be able to purchase local products.

Supports community gardens.

Vice Chair de Blanc closed the Public Hearing.

- b. **CONSIDERATION AND POSSIBLE ACTION:** Discussion/possible action regarding proposed changes to Sections 2-1, 3-9, 3-10, 3-11, 3-12, 3-13 and 11-13 of the Town of Clarkdale Zoning Code regarding commercial zoning.

Commission Discussion:

Commissioner Erickson stated he thinks this is a major step forward. Supports the addition of farmers markets and community gardens.

Vice Chair de Blanc thinks this is a really great ideas. Expects to see a hybrid of ideas, such as bartering of home-grown produce.

ACTION: Commissioner Olguin motioned to direct staff to move these draft changes forward to Town Council for consideration with a recommendation of approval from the Commission. Commissioner Erickson seconded the motion. The motion passed unanimously.

7. NEW BUSINESS:

- a. Discussion/recap of recent conditional use permit and associated site visit process.

The Commission and staff held a general discussion regarding the recent conditional use process, including the following topics:

- The importance of not appearing to be in collusion with the applicant.
- The ability of the Commission to take their time in making a decision. Their decision process and discussion needs to be transparent to the public.
- The importance of conducting a site visit for complicated applications.
- A discussion of all legal ramifications and regulations needs to be presented to the Commission at an early stage.

Phil Terbell asked if he could comment.

Vice Chair de Blanc opened the discussion to the public.

Phil Terbell thanked the Commission for their work on the wireless communication facility conditional use permit. He stated it was unfortunate more people in support did not come to the public meetings. He agrees site visits are crucial in assisting the decision process.

Senior Planner Escobar informed the Commission staff has solicited input from the public regarding the process. If any is received it will be shared with the Commission at a later meeting.

ACTION: This was a discussion item only.

8. ADJOURNMENT: The Vice Chairperson 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 5:00 p.m.

APPROVED BY:



Ida de Blanc
Vice -Chairperson

SUBMITTED BY:



Beth Escobar
Senior Planner