

**PLANNING  
COMMISSION**  
*January 19, 2016*

**MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON TUESDAY, JANUARY 19, 2016 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, January 19, 2016 at 4:00 p.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

**Planning Commission:**

Chair	Ida-Meri deBlanc	Present
Vice Chair	John Erickson	Present
Commissioners	Jorge Olguin	Present
	Craig Backus	Present
	Deborah Hunseder	Present

**Staff:**

Community Development Director	Jodie Filardo
Senior Planner	Beth Escobar

**Others in Attendance:** Phil Terbell.

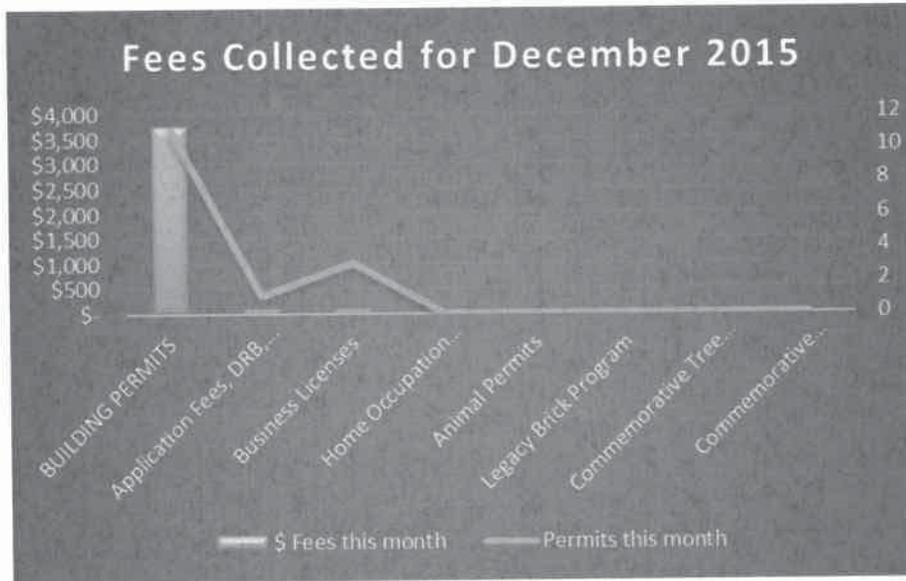
1. **AGENDA ITEM: CALL TO ORDER:** Chair de Blanc called the meeting to order at 4:00 p.m.
2. **AGENDA ITEM: ROLL CALL:** Director Filardo called the roll.
3. **AGENDA ITEM: PUBLIC COMMENT:** The public is invited to provide comments at this time on items that are not on this agenda. Action taken as 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 December 15, 2015**. The Chair entertained a motion to accept the minutes. Commissioner Erickson motioned to approve the Regular Meeting Minutes of December 15, 2015. Commissioner Hunseder seconded the motion. The motion passed unanimously.
5. **AGENDA ITEM: REPORTS:**
  - a. **Chair and Members Report:** Commission Erickson stated the array has been installed on the cell tower behind Nate's Cowboy Café and the walls are being installed on the Dollar General. He also provided an update on the electronic poll hosted by the Verde Independent this weekend that showed 67 percent of responders were in support of the proposed 200 foot cell tower in the industrial area. Commissioner Olguin pointed out this poll is from participants throughout the region.

**b. Director's Report:**

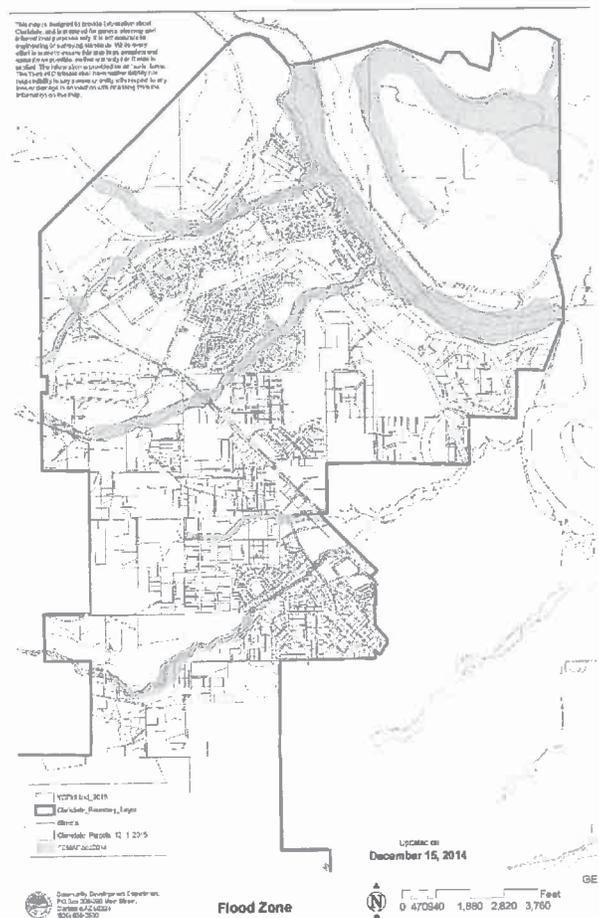
**December 2015 Statistics.**



**Recent Permits Issued - 11 total**

- New single family home at 1900 Sable Ridge Road (Crossroads at Mingsus)
- Masonry fence at 1880 Peregrine Lane
- Accessory structure at 699 Reta Street
- 10 KW photovoltaic solar electric at 554 McKinnon Drive
- 10 KW photovoltaic solar electric at 637 King Copper Road
- Masonry wall at 1880 Peregrine
- Reroof at 103 Thirteenth Street
- Accessory structure at 1175 Linger Lane
- Remodel at 1105 Main Street
- Re-roof at 103 Thirteenth Street
- Remodel at 1261 Deborah Drive

**Emergency preparations – flood.** Based on Federal Emergency Management Agency map updates, please see the areas now at risk for flooding within the town’s boundaries in this adjacent map. The modifications to the map are demonstrated by the pink lines on the map. Of special note, the areas of the Mescal Wash towards the southern end of town have been reduced significantly from the previously noted flood areas as shown in the light blue. Due to concerns with El Nino weather patterns predicted for this upcoming winter, the Town is working on emergency preparedness planning in advance of any storm.



**ZoomProspector.** Staff attended a webinar introducing

**PLANNING  
COMMISSION  
January 19, 2016**

new features of the Zoom Prospector economic web tool hosted by APS (Arizona Public Service Industrial and Commercial Sites and Buildings). This is a free service and we currently have a presence on this site which promotes economic development opportunities to a global audience. The upgraded website, which will be mobile friendly and provide the ability for more customization for the Town will launch mid-January 2016. Staff is working with APS to correct some minor errors in the community data information for Clarkdale.

**Drone inquiry.** An inquiry was received from Josh Gray, owner of SpinWidgets, regarding whether the Town had adopted regulations related to operation of unmanned aircraft systems, or drones. Mr. Gray is a drone enthusiast and follows the Federal Aviation Administration regulations for operation of these aircraft. FAA Regulation FMRA Section 336 requires operators to comply with any 'community based set of safety guidelines'. Mr. Gray was informed the Town has not adopted guidelines regarding operations of this type of aircraft. Mr. Gray does register his flights with the Cottonwood Airport Authority.

**Dollar General updates.** The recent rains have tested the new catchment basin installed by the Dollar General contractors along Lisa Street. It works!



**Way-finding Monuments – we're having a lottery.** Need advertising to direct traffic to your commercial or industrial Clarkdale store-front? Is yours a registered Clarkdale business? Then we have an opportunity for you! For \$1,000 per year, your sign could appear on a major Clarkdale road.

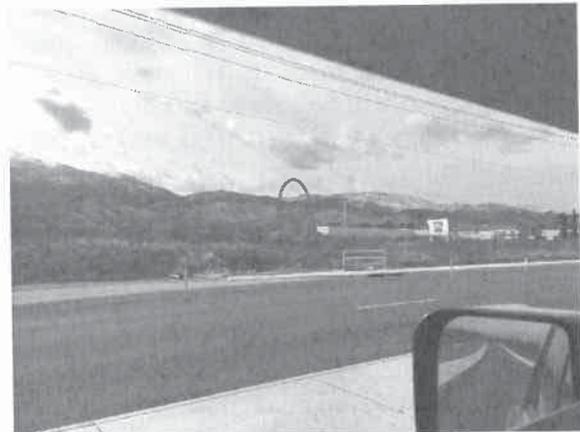


Mark your calendars for the Town of Clarkdale's first-ever monument sign lottery to be held on Tuesday, January 19<sup>th</sup> at 6 PM in Clarkdale's Town Hall Complex Men's Lounge at 19 N. Ninth Street, Clarkdale, AZ. Lottery tickets will be available at the door at \$20 per ticket, limit 5. Winners will have an opportunity to select the monument on which their signage will appear.

Monument leases for five-year terms only are available at \$5,000, payable in advance of monument order placement. Monuments will be ordered when full payment, sign art, and signed lease agreements are received. There are 7 total sign locations available **per monument** – 2 on the front and 5 on the back, and collaborations are encouraged. Get with your fellow business owners before the lottery and plan how to maximize your investment. Each sign measures 12" high x 60"-wide. (Included

here is a mock-up of the front of a monument. The two signs available on the front are represented by the top two blanks in the monument.)

**Cell tower updates.** The resident at 1108 Main Street who attended the Planning Commission's December 15 public hearing for the proposed wireless facility in the Industrial District has been going door-to-door along Main Street to notify residents of the proposal. As a result, staff has had two telephone inquiries and two walk-in customers requesting additional information about the CUP application. In addition, the arrays on the cell tower behind Nate's Cowboy Café were under construction this week. Please see the attached photo.

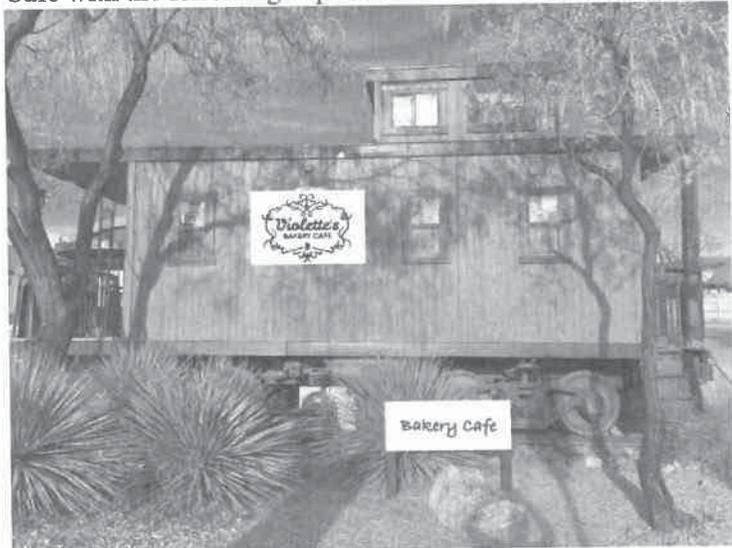


**Violette's Bakery Café.** On January 6, 2016 the Clarkdale Design Review Board approved the application DRB-091186 Violette's Bakery Café with the following stipulations and recommendations:

Stipulations proposed by staff:

Applicant must keep up appearance of portable sign to comply with **Zoning Code Chapter 7 Sign Code Section 7-2 H. General Provisions:** Signs shall be maintained and be free of chipping paint, visible cracks or gouges, or general deterioration.

**One five (5) foot wide pedestrian passage way must be maintained around signs on a public sidewalk.** Applicant shall ensure minimum 5-foot ADA isle width is maintained.



3. Applicant must comply with **Zoning Code Chapter 8 Outdoor Lighting Code Section 8-7 N Lighting Requirements:** Lighting used for all externally illuminated signs shall conform to all restrictions of this Ordinance, shall be fully shielded, and shall be turned off at 10:00 p.m. or at the close of business whichever is later.

4. Applicant will leave the existing address numbers which are located on the caboose fascia facing Main Street to remain in compliance with **2012 IPMC (International Property Maintenance Code): Section 304 Exterior Structure 304.3 Premises Identification.** Buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall be Arabic numbers or alphabet letters. Numbers shall be a minimum of 4 inches in height with a minimum stroke width of 0.5 inch.

Board Recommendations:

The applicant will consider adding a thin outlined border to the sign.

**Resignation.** Just wanted to let you all know that sadly, on January 11th Vicki McReynolds submitted her resignation effective immediately. We will be working with Human Resources on a transition plan from here. We wish Vicki all the best with her future endeavors.

**6. NEW BUSINESS:**

**a. Discussion/possible action regarding the next segment of the SR 89A Focus Area  
Master Plan: Centerville to Lisa Roundabout**

**Staff Report:**

**Background:**

After endorsement by Town Council of the focus area master planning process, it is time to begin examining the next segment of the SR 89A Corridor between the Centerville and Lincoln/Lisa Roundabouts.

**Area description**

This section of the highway is approximately one-third of a mile in length. There are thirteen separate parcels and ten separate property owners. Six of the owners are out of the area.

The properties vary in depth from 250 to 280 feet. There are several existing structures and four businesses along the west side of this segment:

- Clarkdale Baptist Church, 1051 SR 89A
- Chateau Tumbleweed (Red River Cattle LLP) 1151 SR 89A
- Olsen's, 1171 SR 89A
- Dollar General (under construction), 1191 SR 89A

There are ten parcels on the west side of the highway with an average width of 60 feet. There are two parcels on the east side of the highway, one approximately 400 feet in length and one approximately 800 feet in length. Mingus Shadows Drive, a right-in, right-out only connection to SR 89A separates these two parcels on the east side of the highway.

Access to Lampliter Village, a 135-unit manufactured home park, is off of SR 89A just past the Centerville roundabout.

Access to the Foothill Terrace (137 lots) and Mingus Shadow (111 lots) subdivisions are from the Lincoln/Lisa subdivision. In addition, there are approximately 100 residences to the west on metes and bounds parcels that access from the Lincoln/Lisa Roundabout. There is a potential for large scale residential development on both sides of this roundabout.

There is sidewalk on both sides of the highway.

**Drainage and Topography**

There are no major drainage features in this area. The topography climbs from 3580 feet to 3620 feet from the Lincoln/Lisa roundabout to the Centerville Roundabout.

**Centerville Anomaly**

**PLANNING  
COMMISSION  
January 19, 2016**

There are 10 parcels within the Centerville Subdivision, platted in 1920, that have commercial zoning. The commercial zoning designation was probably first applied by Yavapai County and was transferred to the Town when this area was annexed. Six of these parcels with existing homes have split zoning. Two parcels, approximately 12,000 square feet combined, are undeveloped. Is it unclear without a legal determination whether the residential plat overrides the commercial zoning.

**Design Guidelines**

After input from the Design Review Board, staff has developed guidelines for this Focus Area. Staff is asking for input from the Planning Commission before taking the guidelines to the Design Review Board for adoption.

**Recommendation:** Staff is asking the Planning Commission for direction regarding preparations for the public meeting on this Focus Area.

**Commission Discussion:**

Chair de Blanc expressed a concern about the appearance of properties in the Centerville neighborhood that are visible from the highway. Commissioner Backus mentioned the required screening wall for new development. He also suggested a possible access road from Mingus Shadows Drive to the Centerville Roundabout parallel to the highway.

The Commission also reviewed the proposed guidelines for the Focus Area. These will be presented to the Design Review Board for adoption.

Commission Action: The Commission directed staff to expand the focus area to include the remaining segment of SR 89A and schedule the stakeholder's meeting at the next regular Commission meeting on Tuesday, February 16 at a location along the highway corridor if possible.

**7. FUTURE AGENDA ITEMS: None**

**8. ADJOURNMENT:** Chair de Blanc entertained a motion for adjournment. Commissioner Backus motioned to adjourn the meeting. Commissioner Erickson seconded the motion. The motion passed unanimously. The meeting adjourned at 5:00 p.m.

**APPROVED BY:**

**SUBMITTED BY:**



Ida de Blanc  
Chairperson



Beth Escobar  
Senior Planner