

**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, Jon Hutchinson, Joe Bechard and Jeff Hendricks.

1. **CALL TO ORDER:** Chair de Blanc called the meeting to order at 4:00 p.m.
2. **ROLL CALL:** Director Filardo called the roll.
3. **PUBLIC COMMENT:** The public is invited to provide comments at this time on items that are not on this agenda. Action taken as a result of public comment will be limited to directing staff to study the matter, or scheduling the matter for further consideration and decision on a later agenda, as required by the Arizona Open Meeting Law. Each speaker is asked to limit comments to **FIVE MINUTES**.

There was no public comment.

4. **MINUTES:**

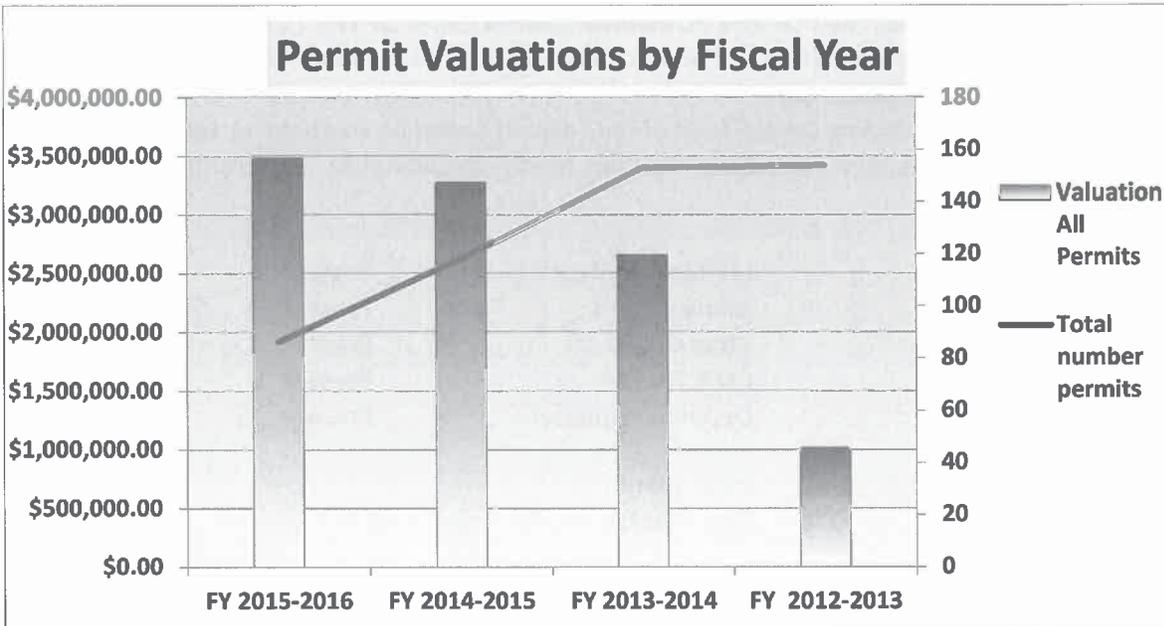
- a. Consideration of the **Regular Meeting Minutes of January 19, 2016.**  
**Commission Olguin moved to approve the Regular Meeting Minutes of January 19, 2016. Commissioner Hunseder seconded the motion. The motion passed unanimously.**

5. **REPORTS:**

- a. Chairperson and Members Report - None
- b. Director's Report

Director Filardo summarized the following report:

1. **Statistics as of January, 2016** – With 5 months still remaining in this fiscal year, the permit valuations for projects under construction in Clarkdale have exceeded those for the entirety of last fiscal year by over \$205,000.



**2. Recent Permits Issued - 5 total**

- 10.8 KW photovoltaic solar electric at 600 Randall Road
- Accessory structure at 1891 Moonlight Lane
- Wood Fence at 841 Lanny Lane
- Update to electrical, HVAC, and plumbing at 1420 Third South Street
- Monument sign at 1191 SR 89a (Dollar General)

**3. Emergency preparations community meeting.** To prepare citizens for any possible emergency situation due to flooding within the municipal boundaries of Clarkdale, an open house was hosted by Town staff and the Clarkdale Fire District to inform the public on an array of topic including the 2016 El Nino forecasts, making a family disaster preparedness plan, a review of the Federal Emergency Management Agency flood maps and the possible street closures in Clarkdale, community evacuation procedures, locations for information in case of an emergency, and then summaries from each of the Yavapai County Sheriff’s Office and the Emergency Management Office. The meeting was well attended. For a link to a video of the meeting, please use the following:<https://www.youtube.com/watch?v=7Hg9OQLj9eA&feature=youtu.be>

**4. Exploring Retail.** Director Filardo and Senior Planner Escobar attended a free workshop in Mesa on Thursday. Sponsored by the Alliance for Innovation, a Phoenix based government consulting firm, and presented by Buxton, an economic development consulting firm from Ft. Worth, Texas. The workshop focused on attracting retail development. Attendees at the workshop included employees for Queen Creek, Apache Junction and the Mayor of Somerton. It was interesting to hear about the challenges each of these communities face. One similarity Clarkdale shares with these communities is the occurrence of retail sales tax leakage to neighboring communities. It was also interesting to hear that some of the best practices recommended by Buxton are already in place or in development in Clarkdale, such as having specific area plans and being a business friendly community. Other points of interest:

- Retail giants like Walmart and Target are focusing on small, neighborhood stores, with less square footage.
- Retail development benefits from a strong tourism component

5. **Way-Finding Monument Lottery.** On Tuesday night, January 19, 2016, the Community Development Department hosted our first-ever way-finding monument lottery. Four businesses participated and all but one sign was selected. BC Land Group selected signs 1, 3, 4, and 8. The 10-12 Lounge selected sign 2, and Spinwidgets selected signs 6 and 7. Only sign 5 at Tuzigoot Road was not selected. All executed lease agreements and accompanying checks for \$5,000 per sign are due to Community Development by February 29<sup>th</sup>. If we don't receive checks by that time, we will go to the second position business to ask if they'd like to take over the sign lease.



Figure 1 - Green camo  
Figure 2

- Brown camo Figure 3 - Grey camo Figure 4 - Grey

6. **Cell tower updates.** The Conditional Use Permit application for a cell tower at 555 Miller Road moves forward to Town Council for consideration on Tuesday, February 9<sup>th</sup>. There are a variety of paint colors under consideration for the tower in conjunction with the application.

7. **Community Development Technician.** <http://www.clarkdale.az.gov/employment.html>

Starting range: \$28,994 - \$33,280 per year, DOQ

The Town of Clarkdale is seeking a Technician who, under leadership of the Director is responsible for high performance levels of computer-based administrative work, communication, organization and customer service, with knowledge of payment processing, permitting and urban planning. This is a front desk position having a large degree of interaction with others on a daily basis. A full position outline is available in the job description. Applications and job descriptions are available at:

Clarkdale Town Hall, 39 N. Ninth Street, Clarkdale, AZ 86324, 928.639.2400;  
Town website: [www.clarkdale.az.gov](http://www.clarkdale.az.gov).

A required, completed Clarkdale employment application and supporting information should be delivered to the address above, ATTN: Human Resources, or mailed to same at PO Box 308, Clarkdale, AZ

86324. Applications will not be received electronically, and will be accepted through 5:00pm (MST) February 15, 2016. The Town of Clarkdale is an Equal Opportunity (EOE).

8. **Crossroads at Mingus.** This week the owners and leadership for the Crossroads at Mingus subdivision met with Community Development and Utilities staffs to address the need for testing of the sewer and water lines, the resetting of some of the water connections plus the flushing schedule for new lots with sales pending. They are planning to accelerate their development due to an increased interest in the lots west of Old Jerome Highway. They are developing a plan to sell lots in this area in clusters so to better manage the impact on the water and wastewater systems. This subdivision is experiencing increased demand for lots - a very exciting development for Clarkdale.

9. **Clarkdale Downtown Business Alliance.** The Alliance will be collaborating with the Lion's Club Car Show event on March 12<sup>th</sup> to offer a chili cook-off and beer tasting to accompany the hot dog and soda menu offered by the Lion's Club. So mark your calendars and come on by Town Hall from 9 AM until 2 PM for fun coupled with great cars, tasty chili, and craft beers.

**6. NEW BUSINESS:**

- a. Discussion/possible action with stakeholders and property owners regarding the remaining sections of the **SR 89A Focus Area Master Plan.**

Senior Planner Escobar gave the following report:

**Background:**

Per direction from the Planning Commission, invitations to attend the February 16 meeting were sent to property owners along the SR 89A corridor from the Centerville Roundabout to the boundary with the City of Cottonwood. An invitation was also extended to the owners of the 11 acres of commercial property within the Crossroads at Mingus subdivision. This property is on either side of Scenic Drive. Because the majority of owners live outside of Clarkdale, a brief survey was included with the invitation that was mailed out.

Any responses received will be shared with the Commission at the February 19 meeting.

Email invitations were relayed to representatives of ADOT, APS, Unisource and the Community Development Manager for the City of Cottonwood.

**Area description**

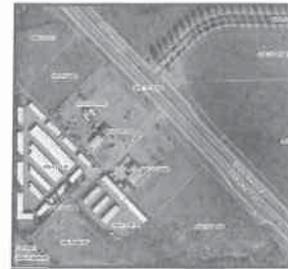
There are 26 parcels with 20 individual owners along this approximately 1.15 mile section of the highway corridor from the Centerville Roundabout to the City of Cottonwood municipal border. Total combined size of this area is approximately 62 acres.

The east side of this section of the highway within the Clarkdale boundary is completely undeveloped.

The west section has various buildings and businesses between the Centerville Roundabout and Paloma Way:

- 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

The Pine Shadows and On the Greens communities, which are within the boundaries of the City of Cottonwood are on the eastern side of the highway corridor.



**City of Cottonwood future development**

There are approximately 120 acres of undeveloped land on the east side of the highway within the boundaries of the City of Cottonwood.

**Drainage**

There are no major drainage features between the Centerville Roundabout and the Lincoln/Lisa Roundabout.

The north fork of Mescal Wash, and the main portion of Mescal Wash, both cross under the highway in this area through large box culverts.

**Road Connections**

Paloma Drive is an access easement from SR 89A to the beginning of the storage unit property. There is a recorded easement from Paloma to parcel #406-26-344B.



Alamos Drive, an existing 'backage' road in the Crossroads at Mingus, is designed to connect to Alamos Drive in Cottonwood. This existing street connects to Black Hills Drive in Cottonwood.

Any extension of Alamos Drive north of the Crossroads at Mingus subdivision would require crossing Mescal Wash, which is a designated waterway of the United States. Any construction near or in this wash would require a Section 404 (Clean Water Act) Permit through the U.S. Army Corps of Engineers. This permit requires detailed engineering demonstrating that the project will not

have a negative environmental impact on the waterway.

**Public Comment and Discussion**

Mr. Bechard from Chateau Tumbleweed stated they were very interested in growing grapes near their wine manufacturing location at 1151 SR 89A. Staff explained that agriculture is not currently a permitted use. Mr. Bechard explained an approximately one-acre vineyard would be a great visual complement to their facility. He would prefer to see smaller businesses along the highway corridor, such as a local grocery store. Commissioner Hunseder stated that agriculture is a quiet neighbor.

Mr. Bechard supported the concept of backage roads providing off-highway access between existing businesses.

Commissioner Olguin asked the attendees to think in terms of what are your needs. Commissioner Backus asked whether there are ancillary support businesses that Chateau Tumbleweed would like to see. Mr. Bechard stated that he has heard an ozone sanitizer company was opening in Cottonwood.

Commissioner Backus suggested the winery consider a long-term lease of the adjacent property.

Mr. Terbell asked about the status of Paloma Road. Staff explained it should be finished by March and will be open to the public.

Mr. Hendricks stated they would need a minimum of a 25 year lease.

Commissioner Erickson asked everyone to consider what the Town can do for you to support your business.

Senior Planner Escobar explained staff would continue to reach out to the property owners along the highway corridor to get input for the master plan.

7. **FUTURE AGENDA ITEMS** – Staff stated there were no upcoming agenda items.
8. **ADJOURNMENT** – Chair de Blanc called for a motion to adjourn. Commissioner Olguin made a motion to adjourn. Commissioner Erickson seconded the motion. The motion passed unanimously. The meeting was adjourned at 4:40 p.m.

**APPROVED BY:**

**SUBMITTED BY:**



Ida de Blanc  
Chairperson



Beth Escobar  
Senior Planner