



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

**Tuesday, August 16, 2016 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, August 16, 2016 at 4:00 p.m., in the Men's Lounge, 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 August 8, 2016 at 9:00 a.m.

Beth Escobar
Senior Planner

1. **CALL TO ORDER**
2. **ROLL CALL**
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**.
4. **MINUTES:**
 - a. Consideration of the **Regular Meeting Minutes of July 19, 2016.**
5. **REPORTS:**
 - a. Chairperson and Members Report
 - b. Director's Report
6. **OLD BUSINESS:**
 - a. **PUBLIC HEARING:** An ordinance amending the Town of Clarkdale Zoning Code to revise Chapter Two – Definitions to add new definitions for agribusiness and Agricultural Uses; Chapter 3 – Zoning Districts, Sections 3-9, 3-10, 3-11, 3-12 and 3-14 to add agribusiness and agricultural uses as conditional uses and Chapter 5 – Conditional Use Permit adding Section 5-6-14 outlining the requirements for a conditional use permit for agribusiness and agricultural uses.
 - Staff Report
 - Questions to Staff
 - Open Public Hearing
 - Close Public Hearing
 - b. **DISCUSSION/POSSIBLE ACTION:** Regarding an ordinance amending the Town of Clarkdale Zoning Code to revise Chapter Two – Definitions to add new definitions for agribusiness and Agricultural Uses; Chapter 3 – Zoning Districts, Sections 3-9, 3-10, 3-11, 3-12 and 3-14 to add agribusiness and agricultural uses as conditional uses and Chapter 5 – Conditional Use Permit adding Section 5-6-14 outlining the requirements for a conditional use permit for agribusiness and agricultural uses.
 - c. **DISCUSSION/POSSIBLE ACTION:** Regarding the Focus Area Plan for the Bitter Creek Industrial Area
7. **FUTURE AGENDA ITEMS:**
8. **ADJOURNMENT:**

MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON TUESDAY, JULY 19, 2016 IN THE MEN’S LOUNGE, 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, July 19, 2016 at 4:00 p.m., in the Men’s Lounge, 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	Excused
	Deborah Hunseder	Present

Staff:

Community Development Director	Jodie Filardo
Senior Planner	Beth Escobar
Community Development Technician	Stephanie Vocca

Others in Attendance: Kacie Tomerlin

1. **CALL TO ORDER:** Chair deBlanc 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 June 21, 2016.**

Commissioner Erickson moved to approve the Regular Meeting Minutes of June 21, 2016. Commissioner Hunseder seconded the motion. The motion passed unanimously.

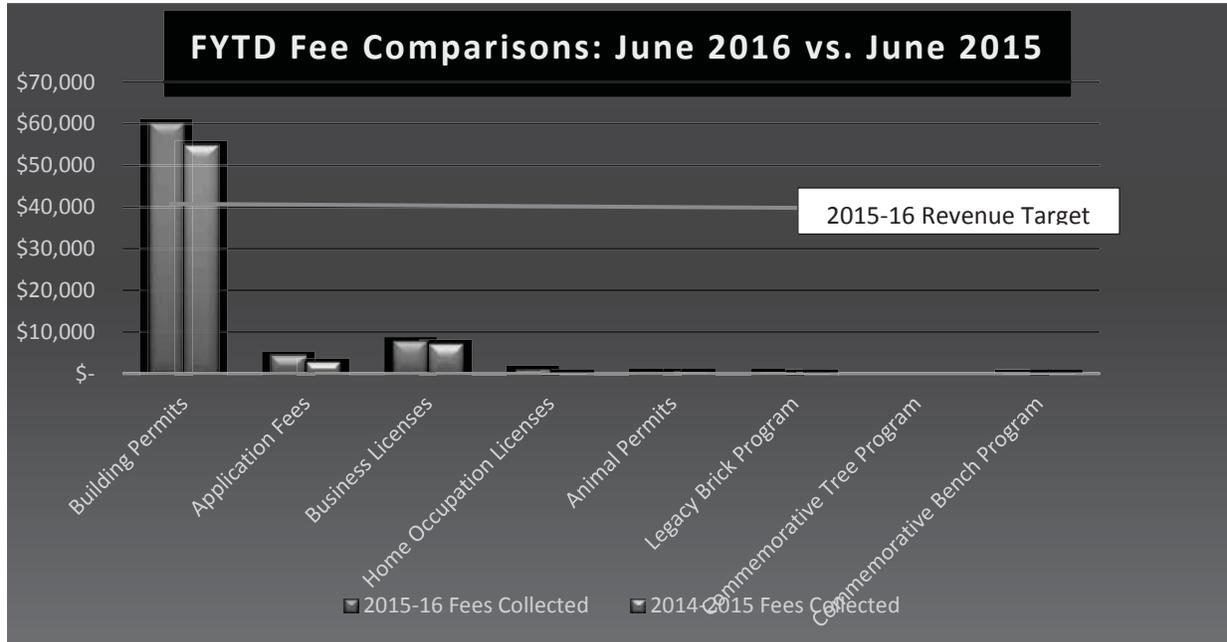
5. **REPORTS:**

Chairperson Report – Commissioner Erickson stated that he would be at the August meeting as he previously had thought he would not.

Director’s Report – Community Development Director Filardo stated we exceeded our building permit revenue target for 2015-2016 and we just had a DRB approval on a new paintball facility. Vice Chair Erickson asked if the land for the facility had been purchased and Community Development Director Filardo stated the land had not been purchased but it was being leased from Steve Cannon. Community Development Director Filardo discussed the marketing programs we have under way including the Arizona Office of Tourism Co-op and the “Only Locals Know” #. Community Development Director Filardo attended the regional mixer for

Verde Valley and said goodbye to Lana Tolleson, the CEO of the Cottonwood Chamber of Commerce.

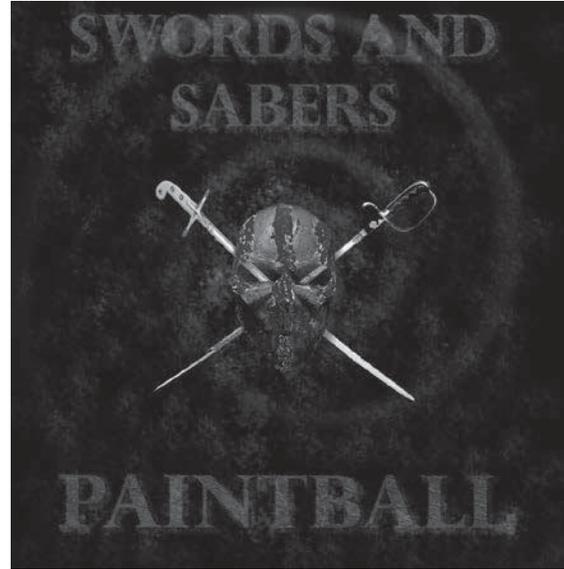
1. **Statistics as of June, 2016 –100% of fiscal year completed**



2. **Recent Permits Issued - 20 total**

- Accessory structure, shade structure, and electrical upgrade at 708 Second North Street
- Fence at 1580 Cholla Lane
- Patio cover at 423 McKinnon Road
- 5.3 KW photovoltaic solar electric at 820 Lanny Lane
- Photovoltaic solar projects at 3 locations:
 - 700 Red Tail Hawk Drive: 5.8 KW
 - 380 Black Hills Drive: 7.4 KW
 - 1151 Sunrise Drive: 5.3 KW
- 12 Townhomes at the Mt. Gate Subdivision. The addresses are:
 - 619, 620, 621, 622, 623, 624, 625, 626, 627, 629, 631 and 633 Haynes Drive
- Accessory structure at 1891 Moonlight Lane

Design Review Board Updates – On July 6, 2016 the Clarkdale Design Review Board approved application DRB-091227. The Board approved the application for Swords and Sabers Paintball with the following eight recommendations by staff, with the revision of number 5, plus two additional stipulations.



1. All signage shall be installed as reviewed and approved by the Design Review Board.
 2. Applicant is required to obtain a building permit from the Community Development Department prior to installation of the 32 poles on the fields and the two Conex boxes. Installation of the 32 telephone poles buried around the field, 4 poles for the target range area, and Conex box placements shall be inspected and approved by the Town's Building Official prior to the issuance of a certificate of occupancy for the project.
 3. The luminary shall be painted prior to installation to create shielding on all field lighting and compliance with Town Code.
 4. The proposed use of misters shall be removed from the application.
 5. No building permit shall be issued by the Town until the amended parking plan is approved by the Community Development Director.
 6. All contractors shall have a current business license with the Town of Clarkdale.
 7. Dust control shall be performed in compliance with Town Code.
 8. Any changes to the design approved by DRB shall be reviewed and approved by the Director of Community Development prior to implementation who may determine the application needs to return to the Design Review Board for review and approval.
 9. All debris shall be removed from the property or relocated to the north end of the property and shall be fenced off to prevent accidental customer access before the Certificate of Occupancy is issued.
 10. A Train Safety Plan shall be approved by the Community Development Director before the Certificate of Occupancy is issued.
3. Marketing Clarkdale. The marketing for the Town is expanding with an array of collaborations with organizations including the Arizona Office of Tourism, the Verde Canyon Railroad, the Clarkdale Downtown Business Alliance, the Arizona Copper Art Museum, the Sedona Verde Valley Tourism Council and other businesses in the area. First, the Town as the officially-designated Destination Marketing Organization (DMO) for Clarkdale is spearheading an application to participate in FY2017 Arizona Office of Tourism Cooperative Marketing Program. With regional partners, the program provides a 50/50 match of funds (\$5,000) raised amongst the partners. The commitments for funding are as follows: the Town, Verde Canyon Railroad, the Arizona Copper Art Museum for \$1,000 each and the Clarkdale Downtown Business Alliance for \$2,000. With this match, the partners are going to

buy digital ads on TripAdvisor for the months of November, January, March, April, and May. These months will position visitors when the Town or partners either have events planned or need traffic.

In conjunction with the digital ads, we will also be spearheading the creation of a landing page from the TripAdvisor banner promotion named ExperienceClarkdale.com. This will be developed with \$1,000 of additional support from the Clarkdale Downtown Business Alliance. With these ads, over 117,000 clicks are committed by TripAdvisor, so we know we will be reaching a lot of folks. This is the first time Clarkdale has participated in the AOT co-op marketing program and we're really excited to see how this goes.

In addition, we're collaborating with the Verde Canyon Railroad on the social media campaign #OnlyLocalsKnowClarkdaleAZ. In this campaign, we're highlighting a secret known by Clarkdale residents (or at least some of them J) for cute tidbits about our town that may entice folks to visit. Stay tuned for that.

In addition, we're participating in the upcoming AOT media trips to Vancouver, BC and Los Angeles working with our regional partners to support Teresa Propeck in going on the mission. We're also going to be contributing 40 Clarkdale water bottles filled with coupons and other small items for her to hand out to the folks who will be



visiting her booth. Others in the Verde Valley are providing additional gifts and items. Lastly, we have a visitor from AOT coming up to Clarkdale and the Arizona Copper Art Museum this weekend. She has copies of our brochures, info on the concert, and info on where to stay in Clarkdale. Lots of promoting Clarkdale is happening!

4. **Regional Mixer for Sedona Verde Valley.** On June 28th, Jodie attended the regional mixer for the Sedona Verde Valley Region held at Blazin' M Ranch. Not only was this a chance to support the tourism enterprise in our area, but also it was the chance to say goodbye to Lana Tolleson as she and Doug are returning home to Texas after over eight years here. We also got a chance to congratulate Christian Oliva del Rio as he moves forward as the new President/CEO of the Cottonwood Chamber of Commerce.

5. **Clarkdale Events** – The fun continues in Clarkdale. Mark your calendars for the July 23rd Concert In the Park featuring the fan favorite, Cadillac Angels from 7-9 PM, and for the last Block Party of the season on July 29th from 6-9 PM on Main Street.



6. **OLD BUSINESS:**

- a. **PUBLIC HEARING:** Discussion/possible action regarding:
AN ORDINANCE AMENDING THE TOWN OF CLARKDALE ZONING CODE TO REVISE CHAPTER TWO – DEFINITIONS TO ADD NEW DEFINITIONS FOR AGRIBUSINESS AND AGRICULTURAL USES; CHAPTER 3 – ZONING DISTRICTS, SECTIONS 3-9, 3-10, 3-11, 3-12 AND 3-14 TO ADD AGRIBUSINESS AND AGRICULTURAL USES AS CONDITIONAL USES AND CHAPTER 5 – CONDITIONAL USE PERMIT ADDING SECTION 5-6-14 OUTLINING THE REQUIREMENTS FOR A CONDITIONAL USE PERMIT FOR AGRIBUSINESS AND AGRICULTURAL USES.

Discussion:

Senior Planner Escobar stated section 5-6-14 of the Conditional Use Permit is important because these standards will be the review standards for applications that come forward with these uses. Senior Planner Escobar stated this is a new ordinance allowing this use and because it is new, and it will affect neighboring residential property, specific requirements need to be created. Senior Planner Escobar pointed out that section 5-6-16.F had requirements added for pest management, fertilizer, and soil. Senior Planner Escobar stated Arizona does have regulations for agriculture and applications will need to meet state regulations but because it is a Conditional Use Permit for a new use, the commission can create additional regulations.

Senior Planner Escobar informed the Commission to take public comment and make the decision to send the draft back to staff or go forward and send the draft to the Town Council. Commissioner Olguin asked Senior Planner Escobar if a point-by-point response had been sent to Mr. Sigg regarding the issues that he

raised. Commissioner Olguin stated Mr. Sigg raised some very specific points and it would be best to send him a response. Senior Planner Escobar stated she told Mr. Sigg that she would be bringing his response forward and once she received feedback from the Commission and the Town attorneys, she would have a response. Senior Planner Escobar stated she would certainly follow up. Chair deBlanc opened the meeting up for public comment.

Public Comment:

Kacie Tomerlin, resident of Perkinsville area. Ms. Tomerlin read the following comments:

Thank you for the opportunity to comment on the Changes to the Town of Clarkdale Zoning Code to Permit Agricultural Uses [reference July 1, 2016 draft]:

Policy Statement:

There is no definition of "sustainable local" agriculture, but the draft expects people to adhere to it. How do you enforce what you do not define?

Agriculture has various topographies - which ones does the draft intend to exclude?

In Arizona agriculture I have a right to put water to beneficial use. How does that comport with the draft vision of recognizing water as a precious and finite resource?

Section 2-1 Definitions:

"Agriculture" is defined by state statute. Clarkdale cannot re-define what is covered in state statute for its own purposes. And the state definition of "agriculture" is much broader than your draft proposal. See A.R.S. 3-111.

The definition of "agribusiness" would include the sale of all inputs to a producer, but the draft zoning code appears to have a different intent. The draft goes on to re-define "agribusiness" in Section 3-9 [which does not match the definition in Section 2-1] with your qualifiers. Which definition is to be used?

Section 3-9:

Refining and sales are lumped together when they are entirely different functions. To sell a product I must be in a permanent structure? What if I sell my product over my mobile phone - according to the draft I must be in a permanent structure. By "refining" is the intent to include adding value beyond harvest? Does it include displaying products for sale? Does it include merchandizing or bundling products for sale? If I sell my products, on site, at harvest, how do I do that from a permanent structure? "Refining" is not defined. State law differentiates between producers and shippers. As I understand the draft proposals, farmers' markets would not be a permitted activity without permanent structures.

Amend Section 5-6 Conditional Use Permit:

As I understand this proposal, if I have "farmland" under an agricultural tax classification, rights to water, which is rights to put water to beneficial use and my operation has no substantial adverse effect on the public health and safety, what is your authority to now require a conditional use permit? See A.R.S. 3-112.

Application of agricultural pesticide use is regulated by the Arizona Department of Agriculture. Products are regulated by the Department of Environmental Quality.

Agricultural dust is regulated by the Arizona Department of Environmental Quality - not counties or local governments. All aspects of agricultural dust plans are regulated by the state - Clarkdale cannot impose their own plans or measures.

Application of agricultural pesticides require licensing and the products have quite specific labeling as to handling, methods, conditions and amounts. All of this is regulated under authority delegated from EPA to the states.

Given state statutes and agricultural operations in all other places of the state, what is your authority to require a conditional use permit?

Some of the authority assumed in this draft would be found in state statute and under the Arizona Department of Agriculture, the Arizona Department of environmental Quality and the Arizona Department of Water resources. I believe that creates a conflict.

Discussion:

Senior Planner Escobar clarified the comments made were regarding land use and as a municipality we have the right to impose land use regulations which wouldn't affect anyone outside Clarkdale boundaries. Senior Planner Escobar stated the Town does not currently allow agriculture so the purpose of this ordinance is to craft a zoning designation that allows agriculture use but fits in with the Town's residential community. Senior Planner Escobar stated the ordinance should be amended to refer to the state statutes and good points were made for clarification throughout the ordinance.

Senior Planner Escobar explained when an applicant comes forward with a Conditional Use Permit proposal, the staff will review, the Planning Commission will review, and finally the Town Council will approve the use. Senior Planner Escobar stated this process would help open discussions regarding pesticide use and water use.

Chair deBlanc asked about water rights. Senior Planner Escobar stated there is only one landowner with water rights and existing water rights would not be revoked. Chair deBlanc asked if the land owner's land changed hands would that have an impact. Senior Planner Escobar stated water rights are above the code so this situation would still be discussed because it is not a permitted use.

Senior Planner Escobar stated the reason for a Conditional Use Permit is so concerns can be voiced and the applicant has the opportunity to address them. Senior Planner Escobar stated once this ordinance is adopted, it can't be taken away and that is why the proposal is very conservative. Chair deBlanc asked if the discussion had anything to do with land outside of the municipal boundaries of the Town. Senior Planner Escobar stated the agriculture use does not refer to livestock so the definition is different from the definition of agriculture in Arizona State Statute because it does not include livestock and the Town does not require a Conditional Use Permit for running cattle on property. Commissioner Hunseder clarified the agriculture Conditional Use Permit will only apply for commercial, not residential uses.

Commissioner Olguin stated the explanation given by Senior Planner Escobar clarified several items and asked if those key points could be incorporated. Senior Planner Escobar stated the Commission could direct staff to revise the ordinance and directly respond to the public and Mr. Sigg.

Commission Action:

Commission directed staff to make the requested changes to the ordinance and bring it back to the August meeting. Commissioner Olguin approved the motion and Commissioner Hunseder seconded the motion. The motion passed unanimously.

- b. WORKSESSION: Discussion/possible action regarding the Focus Area Plan for the Bitter Creek Industrial Area

Discussion:

Senior Planner Escobar stated a plan was created only for Town owned property because people are interested in growing grapes and using the town's effluent. The vineyards, wine tasting room, and the byproducts manufacturing facility fit in well with the Sustainable Clarkdale Plan. Senior Planner Escobar gave her PowerPoint presentation.

Vice Chair Erickson stated there will be considerable challenges but the variety is very exciting with two 8-acre vineyards, a wine byproduct facility, wine tasting, and now an addition to the whole business with an industrial park and permaculture project. Vice Chair Erickson stated he foresees challenges with the bridge and the tram but great things are not going to happen tomorrow. Vice Chair Erickson stated it will be interesting to see what the stakeholders have to say regarding the road to Cement Plant Road and the old bridge.

Commissioner Olguin stated one basic concern is this is an industrial area and by definition, industrial areas are not clean and the soil may contain heavy metal and if we are going to have vineyards, heavy metals tend to concentrate in plants. Senior Planner Escobar stated there is not an answer to that because the property has not been tested but anyone interested in growing grapes would want to test the soil first. Commissioner Olguin stated we need to be very proactive and make sure we do our due diligence. Senior Planner Escobar stated the point was valid and recently when the Design Review Board approved the paintball field, one of the recommendations was for the soil to be covered with turf. Commissioner Olguin stated the Commission needs to look into the issue and figure out how to approach undesirable contaminants. Senior Planner Escobar stated that could certainly fold that into the plan but the Commission should recognize up front that it will be a large expense and that is one of the challenges of the area, unlike the 89A Focus Area Plan.

Town Manager Mabery stated she appreciated Commissioner Olguin bringing the issue up, but wanted to remind everyone Clarkdale currently has an extensive soil testing program in process. Town Manager Mabery stated the soil testing area does not include the focus area but due to patterns should provide some good basis for information and also anyone that is thinking about doing an agriculture project on this land would possibly need to do their own soil testing. Town Manager Mabery also stated independent soil testing for agriculture has come out favorably which has caused the push forward with more interest.

Vice Chair Erickson stated it would be beneficial to create a list of challenges the Commission should consider such as soil, the bridge, the road, crossing wetland, and of course money. Vice Chair Erickson stated at some point, the Commission needs to have a site visit and walk the property or stand up on 11th

street and view the property. Senior Planner Escobar stated the Commission could start at 11th Street and those Commissioners who wanted to go down to the property could do so. Senior Planner Escobar asked if the Commission was thinking of doing this before or after meeting with property owners. Commissioner Olguin stated this would be after, as he would like to hear what ideas the stakeholders have what their concerns are first.

Chair deBlanc asked about the map display and what the intent was because the area is zoned for heavy industrial use and the display is showing a vineyard. Senior Planner Escobar stated during discussion in June, the Commission decided they wanted to create something for people to look at and talk about and the Commission had concerns about the large area, so a draft was created that only included Town property to start which gives people the opportunity to give credible feedback. Senior Planner Escobar stated the vineyards are on the display because interest has been expressed for growing grapes with access to effluent. Chair deBlanc asked what would the benefits or constraints be for agriculture use in an area that is zoned industrial. Senior Planner Escobar stated that if the agriculture ordinance is adopted, agriculture in the industrial area will have to go through the Conditional Use Permit process and there is no difference between this area and 89A, besides access.

Commissioner Hunseder stated the plan is a high level visionary plan that represents the original Clarkdale Sustainable Plan. Senior Planner Escobar stated we are not trying to eliminate uses but trying to use all of them. Commissioner Hunseder asked the purpose of the aerial tram and Senior Planner Escobar stated it would be an economic development tool to get customers from Verde Canyon Railroad to Main Street instead of driving past it back to Cottonwood. Senior Planner Escobar stated Councilmember Regner had brought forward the idea during Focus Future II discussions. Vice Chair Erickson stated he sees a lot of what ifs but also a lot of possibilities that will be helpful to the town in one way or another. Senior Planner Escobar stated the Commission must keep in mind the Focus Area Plan is put into place to be a viable economic provider for the Town.

Town Manager Mabery stated this planning process is unique compared to what was undertaken with 89A because the Town of Clarkdale owns a large portion of the land, the planning area itself is much broader, so there is comfort with putting out ideas because this is Town property. Town Manager Mabery stated we have a unique opportunity and we have more control because 110 of those acres are Town owned land and the Town Council made this project a top priority during their strategic planning session. Town Manager Mabery stated great thought must be put into what the highest use is for this land and if it has agriculture use and that is a long term use it will be considered. Town Manager Mabery stated Council wanted to strike a balance of providing multiple opportunities in the area and they still want to see industrial uses but they do envision projects will happen in phases.

Chair deBlanc stated there are things that fit in heavy industrial such as glass blowing, ceramics with kilns, sculptors, and arts that need a foundry could be displayed on the map. Chair deBlanc stated displaying such things on the map could plant a seed and if the right person sees the idea, it would be a beautiful use for this zone. Commissioner Hunseder suggested what Chair deBlanc described could go into the 8-acre industrial park. Chair deBlanc suggested adding it to the description for the 8-acre industrial park. Senior Planner Escobar stated that could certainly be done and some specifics about what is allowed and what would fit in industrial area could be added. Senior Planner Escobar stated the additions would be made for the August meeting and the property owners and stakeholders would be invited to discuss.

Commission Action:

Commission directed staff to make the additions to the display map and to invite the property owners and stakeholders to the regularly scheduled August meeting.

7. **FUTURE AGENDA ITEMS**

Future agenda items will include agricultural uses and the Bitter Creek Industrial Area Plan.

8. **ADJOURNMENT**

- a. **Commissioner Hunseder moved to adjourn the meeting. Commissioner Olguin seconded the motion. The meeting was adjourned at 5:00 p.m.**

APPROVED BY:

SUBMITTED BY:

Ida deBlanc
Chairperson

Beth Escobar
Senior Planner



Director's Report

Agenda Item: Department Update
Community Development Department

Staff Contact: Jodie Filardo

Meeting Date: August 16, 2016

1. Metrics as of July, 2016 –



2. Design Review Board Updates –

On August 3, 2016 the Clarkdale Design Review Board approved the application DRB-091305 for Nate's Cowboy Café and reJuice. The Design Review Board's approval is effective immediately. The application was approved with the following stipulations and suggestions:



Director's Report

Stipulations proposed by staff:



1. All signage shall be installed as reviewed and approved by the Design Review Board.
2. All contractors shall have a current business license with the Town of Clarkdale.
3. Any changes to the design approved by DRB shall be reviewed and approved by the Director of Community Development prior to implementation who may determine the application needs to return to the Design Review Board for review and approval.

Board Stipulations: The applicant shall paint the base of the monument sign. The paint color shall match the color of the building.

Board Suggestions: The Board suggests that the applicant install fencing to shield the waste receptacle located near the reJuice entrance.

3. **Past Clarkdale Events –**
29JUL16 – Final Block Party for this summer
2AUG16 – National Night Out in Town Park
6AUG16 – Concert in the Park



Figure 1- July 29th Block Party on Main Street

4. **Business License Renewals –** Business license renewals are still arriving. Thus far, 180 businesses have registered for this current fiscal year as compared with a total of 241 businesses registered during last fiscal year.

5. **Permit Technician.** Congratulations to Stephanie Vocca, our Community Development Technician. On July 14th, she successfully passed her examination to become a certified permit technician for the Town.



6. **Governor's Conference on Tourism.** What a lot of new information Jodie received at this conference! With the efforts Clarkdale is undertaking with the expansion of tourism offerings, the timing of this conference was perfect. In addition, Teresa Propeck from the Verde Canyon Railroad introduced Jodie to many key media marketing contacts who will be really helpful in crafting an integrated marketing plan to establish and promote Clarkdale's brand over the next year or so.



Director's Report

7. **Crossroads at Mingus.** Staff meet with the PTM Enterprises team to discuss development plans for the 19 town homes on the north end of the Crossroads at Mingus Subdivision. They have a contractor who is interested in building a duplex in this area and are preparing a submittal for the September Design Review Board meeting for review of this multi-family portion of the subdivision. Also discussed were the 17 lots along the lower southern boundary of the subdivision. These are small lots, 50 feet x 80 feet, which PTM plans to develop as patio homes with an easement on alternate sides allowing encroachment into the four foot side setback for a garden area. This proposal would not require any re-platting of the subdivision since the homes will be built with the approved setbacks. The garden area encroachments will be achieved by overlay of an easement.
8. **Marketing Clarkdale.** In preparation for the Arizona Office of Tourism Media Trip to Vancouver, BC staff added highlights of the following Clarkdale attractions and/or businesses for use by Teresa Propeck, our Verde Valley representative on this trip based on the campaign highlighting a visitor's senses of sight, smell, hearing, taste, and feeling.
9. **Webinar.** Senior Planner Escobar attended a free webinar on On-line Citizen Engagement. The presentation provided tips and tools for developing social media sites which provide a good user experience. Many municipalities are using this tools to broaden community engagement outside of the same small slice of the community who shows up for meetings. An example of a successful site is: [Aspen Community Voice | Homepage](#).



Staff Report

Agenda Item: **PUBLIC HEARING:** Discussion/possible action regarding:
AN ORDINANCE AMENDING THE TOWN OF CLARKDALE ZONING CODE TO REVISE CHAPTER TWO – DEFINITIONS TO ADD NEW DEFINITIONS FOR AGRIBUSINESS AND AGRICULTURAL USES; CHAPTER 3 – ZONING DISTRICTS, SECTIONS 3-9, 3-10, 3-11, 3-12 AND 3-14 TO ADD AGRIBUSINESS AND AGRICULTURAL USES AS CONDITIONAL USES AND CHAPTER 5 – CONDITIONAL USE PERMIT ADDING SECTION 5-6-14 OUTLINING THE REQUIREMENTS FOR A CONDITIONAL USE PERMIT FOR AGRIBUSINESS AND AGRICULTURAL USES.

Staff Contact: Beth Escobar

Meeting Date: August 16, 2016

Presented to: Planning Commission

Summary of changes:

Staff has made changes to the draft ordinance as directed by the Commission at the July 19, 2016 meeting. In addition, staff has made language changes to address concerns expressed by the public.

- The policy statement has been removed. The concepts in the policy statement are embedded in the draft ordinance.
- The wording for Agribusiness has been revised to clarify sales may occur outside of a structure.
- Section 5-6-14.h has been added requiring compliance with state regulations.

The revised draft has been reviewed and approved by our Town Attorney.

A copy of the revised draft was sent to Mr. Joseph Sigg, Arizona Farm Bureau, who had submitted comments read into the record at the July 19th meeting. A copy of the revised ordinance was also emailed to Mr. Mark Killian, Director of the Arizona Department of Agriculture, who had expressed interest, via email, regarding the draft regulations. A hard copy of the ordinance and this staff report was mailed to Ms. Kacie Tomerlin who spoke at the July meeting.

Recommendation: Staff is asking for the Planning Commission to review the draft ordinance and make a recommendation to move the ordinance forward to Council.

Attachment:
1. Draft Ordinance

AN ORDINANCE AMENDING THE TOWN OF CLARKDALE ZONING CODE TO REVISE CHAPTER TWO – DEFINITIONS TO ADD NEW DEFINITIONS FOR AGRIBUSINESS AND AGRICULTURAL USES; CHAPTER 3 – ZONING DISTRICTS, SECTIONS 3-9, 3-10, 3-11, 3-12 AND 3-14 TO ADD AGRIBUSINESS AND AGRICULTURAL USES AS CONDITIONAL USES AND CHAPTER 5 – CONDITIONAL USE PERMIT ADDING SECTION 5-6-14 OUTLINING THE REQUIREMENTS FOR A CONDITIONAL USE PERMIT FOR AGRIBUSINESS AND AGRICULTURAL USES.

Section 2-1 Definitions:

Agribusiness: An enterprise deriving a significant portion of its revenues from sales of plant based crop products, sales to agricultural producers or the refining of plant-based agricultural products.

Agricultural uses: The growing, refining and distribution of plants, limited to flowers, fruits, trees and shrubs, herbs, and vegetables.

Section 3-9 Central Business District (CB) add the following language:

C. Conditional Uses Permitted:

1. Agribusiness, including the refining and distribution on site of agricultural products. Refining shall be in a fully enclosed permanent structure. Sales may occur outside.
2. Agricultural Uses

Change the following language:

Re-number items 1 – 7 to 3 - 9

79. Any use not listed but determined by the Community Development Director to be similar in commercial character and use.

Section 3-10 Commercial (C) add the following language:

C. Conditional Uses Permitted:

1. Agribusiness, including the refining and distribution on site of agricultural products. Refining shall be in a fully enclosed permanent structure. Sales may occur outside.
2. Agricultural Uses

Change the following language:

Re-number items 1 – 7 to 3 – 9

8. 10. Any use not listed but determined by the Community Development Director to be similar in commercial character and use.

Section 3-11 Neighborhood Commercial (C) add the following language:

C. Conditional Uses Permitted:

1. Agribusiness, including the refining and distribution on site of agricultural products. Refining shall be in a fully enclosed permanent structure. Sales may occur outside.
2. Agricultural Uses

Change the following language:

Renumber items 1 - 12 to 3 - 13

~~12~~14. Any use not listed but determined by the Community Development Director to be similar in commercial character and use.

Section 3-12 Highway Commercial (C) add the following language:

C. Conditional Uses Permitted:

1. Agribusiness, including the refining and distribution on site of agricultural products. Refining shall be in a fully enclosed permanent structure. Sales may occur outside.
2. Agricultural Uses

Change the following language:

Renumber items 1-10 to 2 - 12

~~11~~13. Any use not listed but determined by the Community Development Director to be similar in commercial character and use.

Section 3-14 Industrial add the following language:

C. Conditional Uses Permitted:

1. Agribusiness, including the refining and distribution on site of agricultural products. Refining shall be in a fully enclosed permanent structure. Sales may occur outside.
2. Agricultural Uses

Replace number 6 with the following:

Renumber items 1 – 5 to 3 - 7

~~6~~. 8. Any use not listed but determined by the Community Development Director to be similar in commercial character and use.

Amend Section 5-6 Conditional Use Permit

Add the following language:

14. Agribusiness an Agricultural Uses

- a) A connection to Town of Clarkdale water system is required where connection is available within a reasonable distance as determined by the Town Manager or

designated representative. If connection to the Town's water system is not available, approval of agricultural uses irrigating with well water will be considered on a case by case basis.

- b) All water connections shall be metered.
- c) All agricultural products shall be set back 25 feet from adjoining property lines when abutting residentially-zoned property.
- d) Irrigation and on-site drainage shall incorporate EPA Best Management Practices and not impact surrounding properties.
- e) Non-chemical pest control, such as the use of beneficial predators, beneficial parasitoids and biochemical methods, is strongly encouraged.
- f) A Conditional Use Permit application for Agricultural Uses shall include the following elements:
 - i) A detailed site plan of the proposal showing all required setbacks, proposed and existing buildings and structures and proposed access and easements.
 - ii) A comprehensive water use plan providing a balanced, sustainable approach to water use incorporating industry best practices such as:
 - (a) Use of reclaimed (gray water or effluent) or raw water where available.
 - (b) A rainwater harvesting system component to supplement the irrigation system.
 - (c) Capture and reuse of all water runoff from site
 - (d) Reduction of water evaporation from the soil
 - (e) A drought resistance plan
 - iii) An integrated pest management (IPM) plan. All chemicals shall be contained to the property under cultivation.
 - iv) If fertilizer and soil amendments are proposed, a plan outlining sustainable use shall be included.
 - v) A dust control plan incorporating best management practices from the Arizona Department of Agriculture and per Clarkdale Town Code shall be provided. Only non-potable water shall be used for dust control measures.
- g) Approval of a Conditional Use Permit for agribusinesses or agricultural projects shall be based on consideration of the impacts to the environment and adjacent property owners.
- h) All agribusiness and agricultural uses shall comply with Arizona State Regulations and the Arizona Department of Agriculture rules and regulations.



Staff Report

Agenda Item: **WORKSESSION:** Discussion/possible action regarding the Focus Area Plan for the Bitter Creek Industrial Area

Staff Contact: Beth Escobar

Meeting Date: August 16, 2016

Presented to: Planning Commission

Area Summary:

- 405 acres, 15 parcels and eight property owners.
- Originally developed as the smelter location for United Verde Copper Company.
- Existing railroad line providing freight movement and a tourist train.
- Town owns approximately 81.82 acres in this area. A portion of this property is currently used as a land disposal site for wastewater.
- Clarkdale Minerals is the largest property owner with 271.75 acres. This includes the slag pile which is approximately 45 acres.
- Clarkdale Minerals also owns approximately 446.46 acres immediately north of the industrial area outside Clarkdale's municipal boundaries within Yavapai County.
- Existing businesses in the area include:
 - Bent River Machine – 951 Rio Torcido – 4 acres
 - Verde Canyon Railroad – 300 N. Broadway
 - Wesie's Auto Body – 400 Luke Lane – 12.91 acres (Cannon Salvage property)
- There is a single family residence at 351 Luke Lane. This is the former smelter superintendent's home.
- The Miller Building, a 40,000 square-foot, four story building at 900 Miller Road, is currently used as a rental storage unit location on the ground floor only. This building was the former TJ Miller Warehouse and has multiple loading docks and rail access.
- A 199-foot cell tower and supporting infrastructure is approved for the Town-owned property adjacent to Bent River Machine.
- General Plan designation is 'Heavy Industrial'.
- The area slopes up at a moderate rise from Broadway to the foot of 'C' Mountain where the terrain becomes very steep.
- Two significant drainage courses carry stormwater shedding off of 'C' Mountain. These traverse the western third of the property. One of these drainage features bisects the area owned by the Town.
- There are existing foundations and other infrastructure artifacts related to the smelter operation on the Clarkdale Minerals and Town property.



Staff Report

- All traffic into the industrial area must cross Bitter Creek Bridge, a one-lane bridge with a 20-ton weight limit.
- Except for Broadway Road, which provides the one access to the industrial area, the road system consists of private roads without recorded access easements. These roads were originally developed to support the smelter and railroad operations.
- In 2004 a conditional use permit was granted by Clarkdale Town Council for the slag reclamation project currently being pursued by Clarkdale Minerals. Under a condition of approval, Clarkdale Minerals is responsible for participating in and implementing the extension of Luke Lane through to Phoenix Cement Road to provide access through the industrial area to Phoenix Cement Road and on to SR 89A.
- Extending this road would require crossing of the floodplain of Bitter Creek. Any disturbance of Bitter Creek would require a delineation of a Section 404 permit through the Army Corps of Engineers. It would also require obtaining right-of-way through private property, including United Verde Inc. and Salt River Material Group, and at least one additional railroad crossing. In 2004, an engineer's estimate for the design and construction of this road extension estimated costs at \$3.5 million.
- An additional condition of approval for the slag reclamation project is construction of a public park at the current slag pile location after removal of the slag is completed.
- Although not in the initial study area for the voluntary United Verde Soil Program, it is possible that the soil in the area has contaminants from the smelter operation. Also, the Cannon Salvage property may qualify as a brownfield due to discharge on the property of petroleum products.

Update

Two property owner surveys have been returned and are attached with this report. Steve Cannon, owner of Cannon Salvage, points out the poor condition of the roads and water infrastructure in his response. The Harringtons, owners of Bent River Machine, also point out the need for road improvements in the area.

Industrial Parks in Arizona

During the June Planning Commission meeting, discussion occurred regarding examples of other industrial parks in the area. Industrial Parks are often associated with airports in Northern Arizona:

- [Kingman Airport & Industrial Park](#)
 - 4,000 acres
 - Successful story of brownfield redevelopment that became an economic driver for the city
 - Developed as a public/private partnership
- Cottonwood Airpark
 - 330 acres



Staff Report

- Mix of small businesses, large warehouses and airport services
- Developed with infrastructure investment from private construction in return for long-term lease rights
- City of Sedona Industrial Area
 - Located near Humane Society
 - Provides staging area, storage and warehousing, especially for construction industry
 - On-going source of conflict due to proximity to up-scale housing

The Town of Camp Verde has recently adopted their Focus Future II plan which includes development plans for an industrial area referred to as 'West 260' including the need for utility and infrastructure development.

Sustainable Industrial Development

Sustainability is one of the Town of Clarkdale's Guiding Principles. We define sustainability as taking actions that meet the needs of the present without compromising the ability of future generations to meet their own needs. The Bitter Creek Industrial Area provides the opportunity for a sustainable industrial development incorporating the following concepts:

- **Cluster-based** – concentrations of interconnected companies, specialized suppliers and service providers
- **Distributed generation** – on-site generation of energy
- **Eco-industrial park** – a community or network of companies located in the same area who interact by exchanging and making use of byproducts and/or energy. Benefits include reduction in natural resources, pollution, energy use, disposal wastes

Several of these components have been previously examined as part of the Sustainable Clarkdale Initiative. Incorporating these concepts can increase efficiencies, lower costs and increase productivity for businesses.

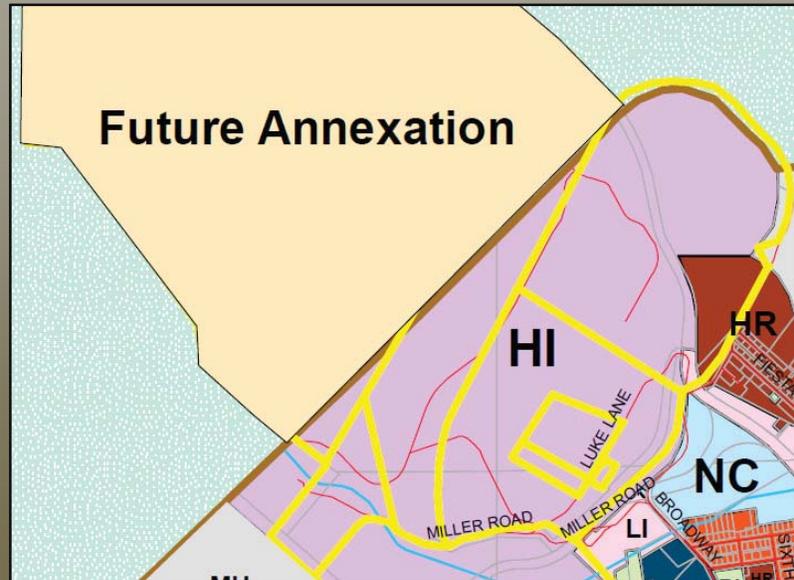
Funding

As stated by the Town Manager during the July meeting, development of this area will be a long-term and expensive process. Funding options such as private/public partnership, grants and loans will need to be explored.

Attachment:

1. Draft Plan
2. Property Owners' Survey response

2012 General Plan Map

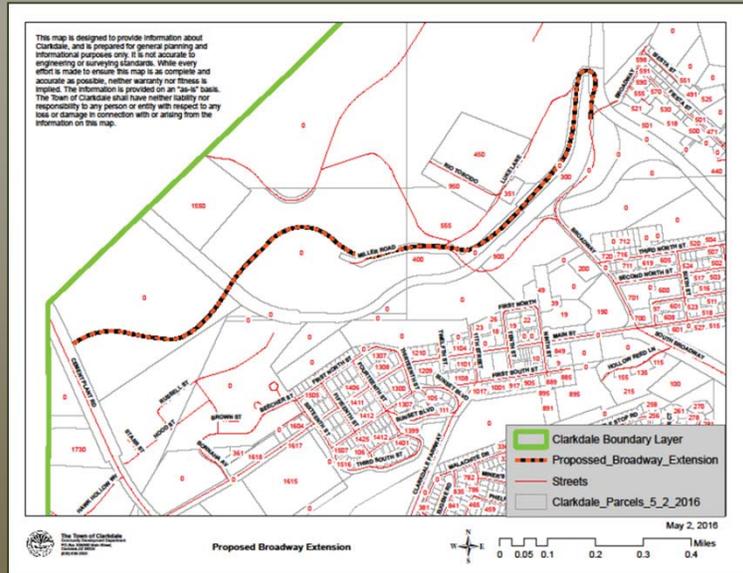


2012 General Plan

- Land Use: Historic Industrial Area.
 - *The industrial area has a history of intensive use, has significant buffering from adjacent uses and is currently zoned for industrial development.*
- Heavy Industrial:
 - *This classification is intended to provide locations for more intensive industrial uses that may include large amounts of exterior storage and outside work areas, primary material processing facilities, contractor storage yards, distribution and transportation facilities that generate trucking and traffic impacts, and various major public facilities including recycling facilities and wastewater treatment plants, electric substations or other use by utilities.*

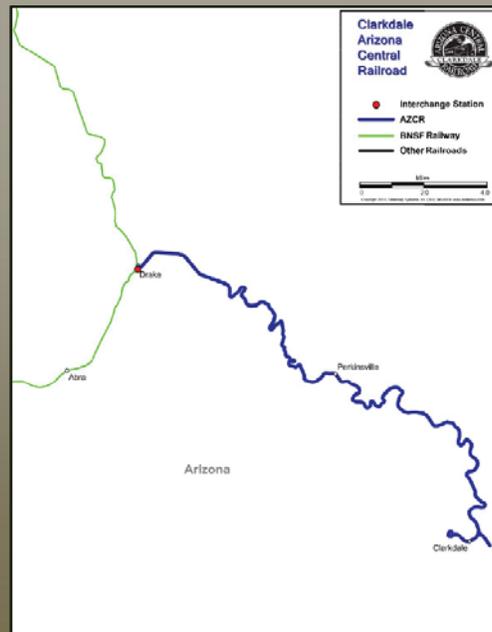
Challenges

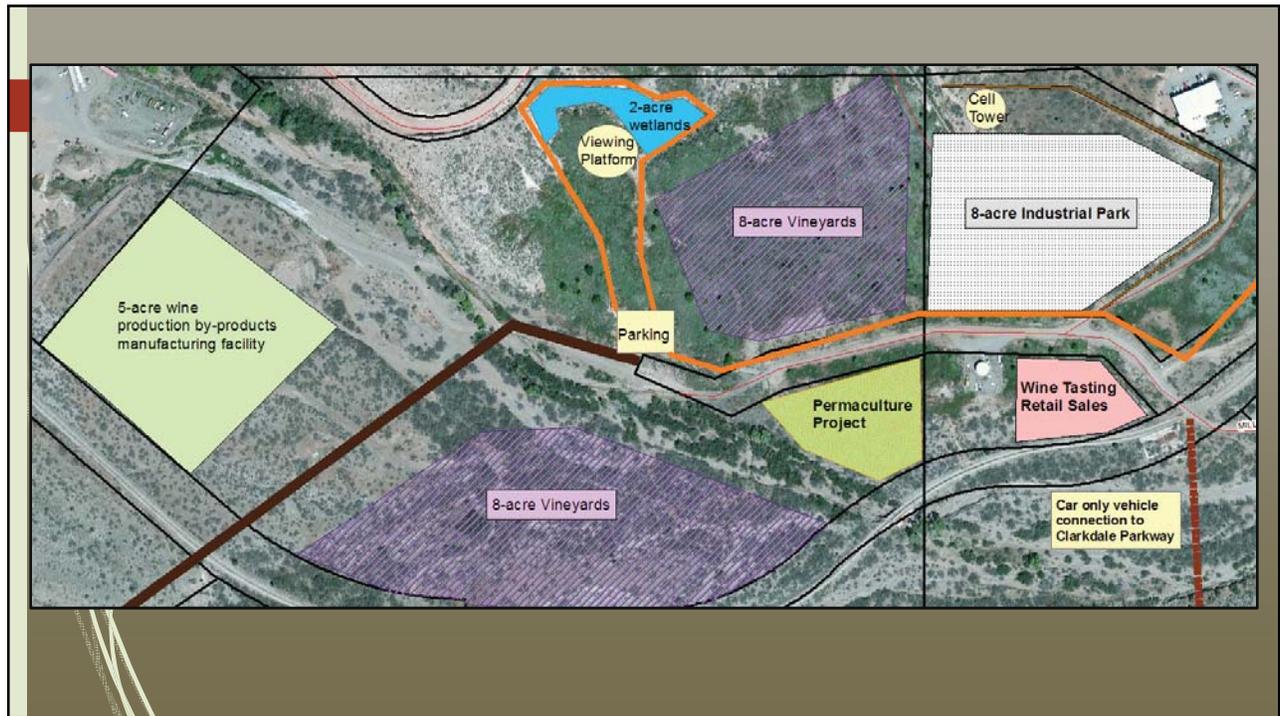
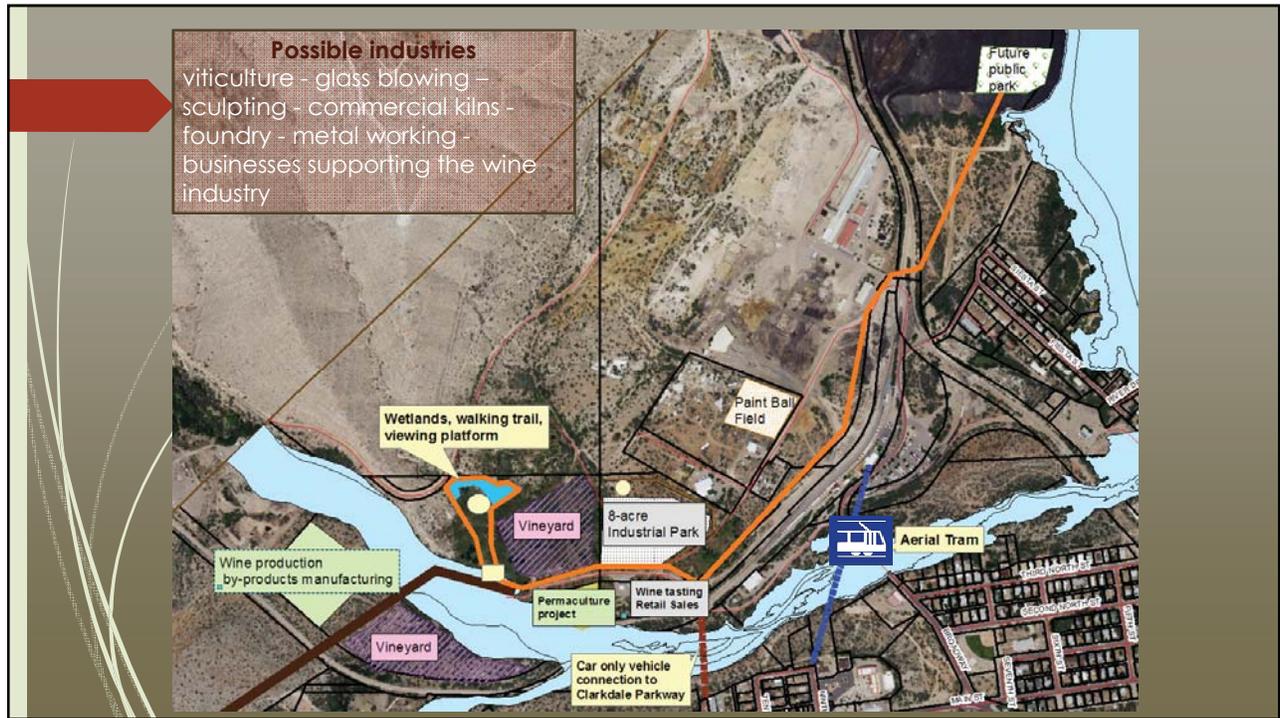
- Access- all roads are private, no easements recorded
- Need extension of Broadway/Luke Lane to Phoenix Cement Road
- Possible residual contamination from historic smelter operations
- Existing foundations and infrastructure related to smelter operation
- Water and Wastewater infrastructure
- Work-force housing
- Signage



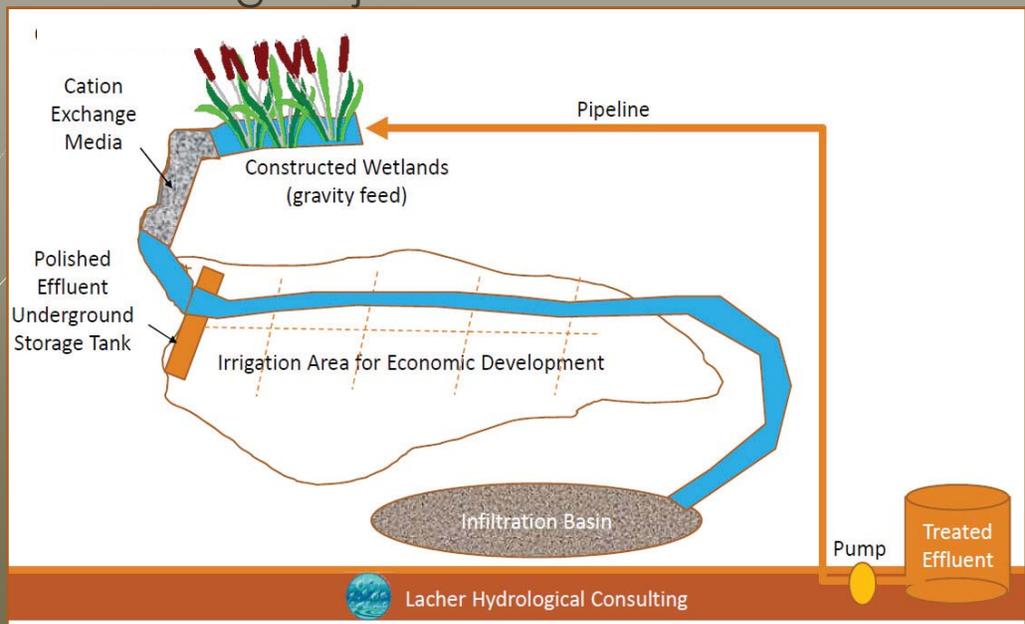
Opportunities

- Rail access – the Clarkdale Arizona Central Railroad connects with the Burlington Northern & Santa Fe in Drake providing nation-wide rail connections
- Opportunity to coordinate Sustainable Industrial Development incorporating multiple industries, public open space, water polishing project and improvements to infrastructure
- 3-Phase power available
- A+ effluent available from the Town of Clarkdale





Water Polishing Project



Elements of Sustainable Industrial Development

- Eco-industrial Parks: a community of companies located in the same area interact by exchanging and making use of byproducts and/or energy.
- Cluster-based: Concentrations of interconnected companies, specialized suppliers and service providers.
- Distributed generation: On-site generation of energy

Infrastructure Development Funding Sources

- Public/private partnerships
- EPA brownfield rehabilitation grants
- Economic Development Authority grants
- USDA rural development grants
- WIFA loans
 - 2,000 linear feet of new water infrastructure along Luke Lane will be installed as part of the Upper Town Water Main Replacement Project. Funded through WIFA loan and Water Depreciation Designated Funds.

Questions & Discussion



Community Development Department

Bitter Creek Industrial Area Property Owner Survey

1. As a property owner in the Bitter Creek Industrial Area, do you have plans to develop your property or expand your current business?

Yes, plan to build a Paintball Park - compete with other entertainment in Clarkdale,

For example, Kyaking and the Train. Also looking at adding another steel building.

Please see attached drawing.

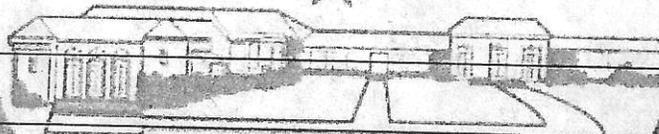
2. What is your timeframe for future development?

X Five Years Five to ten years Ten to fifteen years Other: _____

3. What challenges do you currently face with your existing business or with your property?

Two Major challenges: Town of Clarkdale water pipes are rusted out, this limits our water capacities, and Luke Lane is really rugged and virtually un kept by town.

4. What improvements would you suggest need to be done in the area to improve chances for development? Pave Luke Lane, as was stipulated by Clarkdale Meltals. And install new access water pipes to allow normal flow and pressure.



5. What types of businesses or development would you recommend for this area?

More entertainment, opportunities for community spirits, Archery facilities, etc.

6. Would you like Town staff to contact you to discuss development opportunities on your property? If so, please provide your contact information.

We are always open to share with the Town of Clarkdale.

stevecannon@mail.com and or cellphone: 602 615 0837.

Additional Comments:

For many years my father allowed the Town of Clarkdale to dump soil from the cemetary on our property without charge, and also allowed the Fire Dept. to use the property for exercises.

Community Development Department
PO Box 308
Clarkdale, AZ 86324
(928) 634-2500

Community Development Department
Bitter Creek Industrial Area Property Owner Survey

1. As a property owner in the Bitter Creek Industrial Area, do you have plans to develop your property or expand your current business?

We would like to utilize our other three acres.

2. What is your timeframe for future development?

Less than Five Years Five to ten years Ten to fifteen years Other:

3. What challenges do you currently face with your existing business or with your property?

The Road - The Road - Access into the area

4. What improvements would you suggest need to be done in the area to improve chances for development?

Housing for Employees
The Road.

5. What types of businesses or development would you recommend for this area?

Incorporated 1957

I would love to see a large Park next to us.

6. Would you like Town staff to contact you to discuss development opportunities on your property? If so, please provide your contact information.

Yes: Herald & Nrah Hampton; 951 Rio Torcedo; Clarkdale, AZ 86324

Additional Comments:

The land uses surrounding are interesting

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