

MINUTES OF A SPECIAL MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON MONDAY, DECEMBER 1ST, 2003 IN THE MEN'S LOUNGE, CLARK MEMORIAL CLUBHOUSE, CLARKDALE, ARIZONA.

A special meeting of the Planning Commission of the Town of Clarkdale was held on Monday, December 1st, 2003, at 6:00 p.m. in the Men's Lounge of the Clark Memorial Clubhouse.

Planning Commission:

Chairperson	Gary Hansen	Present
Vice Chairperson	Susan Sammarco	Present
Commissioners	Lew Dodendorf	Absent
	Robyn Prud'homme-Bauer	Present
	Dewey Reiersen	Present

Staff:

Planning Director	Steven Brown
Admin. Assistant	Linda Noland

OTHERS IN ATTENDANCE: John Brownell, 1250 Old Jerome Hwy. (639-1536), Peter J. McIntyre, 1400 Old Jerome Hwy, Victor Sammarco, Ray Selna, Rick Rosenzweig.

CALL TO ORDER: Chairperson Hansen called the meeting to order at 6:00 p.m. Roll was called, a quorum was present.

Public Comment: None

Chairperson's Report: None

Planning Director's Report: None

Old Business:

CONTINUATION OF WORKSESSION ON MINOR SUBDIVISION REGULATIONS

Planning Director, Steven Brown, mentioned that at the last meeting on Minor Subdivision Regulations, some agreements were reached on the issues and suggestions that came up during that meeting. He then detailed those agreements as follows:

Road Standards:

The following are the standard that were previously agreed to.

A. 1-3 lots will require the use of the Private Street standard, expanded to require a 25 foot

right-of-way in keeping with our minimum standard for emergency access.

- B. 4-8 lots would require the use of the Rural Land Standard.
- C. 9-10 lots will require the Rural Local Standard.

Final Plat would need to be developed in accordance with the Town of Clarkdale Subdivision Regulations, Engineering for the roadway, reviewed by the town Engineer, Dedications made, and Final Plat recorded at Yavapai County Recorder's office.

Drainage:

The Town of Clarkdale Subdivision Regulations stipulate that a Phase II County Flood Control Report must be prepared and submitted as part of the application for Preliminary Plat. Staff and the Commission are attempting to propose a process that would replace the Preliminary Plat process with a Minor Subdivision process. There are certain aspects of the informational requirements of the Preliminary Plat that should be required as part of the submittal of a Minor Subdivision Plat Application. Planning Director, Steven Brown, asked the town Engineer to review the information that is required to be contained in the Phase I and Phase II County Flood Control Report and advise Staff and the Commission as to what level of information from these, would be necessary given the intent of the Minor Subdivision Plat process which is being envisioned and which will still provide the necessary information to determine that drainage is being adequately managed. Suggesting what could be require could be ramped in the same way as the roadway standards as follows:

- 1-3 Lots:** Requires submittal of a Phase I Flood Control Study.
- 4-10 Lots:** Requires the submittal of a Phase II Flood Control Study.

Fees were discussed and Planning Director Steven Brown told Commission that he evaluated the fees and administrative costs and have a proposal at the next meeting.

Steven will also prepare a list of engineers for the next packet which will be handed out.

Chairperson Hansen asked if there would be a provision in the Subdivision Regulations for utilitie easements. It was decided to keep the easements as they are presently. (8')

Planning Director, Steven Brown, also mentioned the idea of having a rotating Planning Commission Liaison able to meet with Staff in discussion of minor issues.

ADJOURNMENT

With no further business to discuss, Commissioner Prud'homme-Bauer: made a motion to adjourn the meeting. Vice Chairperson Sammarco: seconded the motion. The motion passed unanimously. The meeting adjourned at 7:10 p.m.

APPROVED BY:

Gary Hansen
Chairperson

SUBMITTED BY:

Linda Noland
Administrative Assistant