

MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON MONDAY, DECEMBER 15TH, 2003 IN THE MEN'S LOUNGE, CLARK MEMORIAL CLUBHOUSE, 19 N. NINTH STREET, CLARKDALE, ARIZONA.

The regular meeting of the Planning Commission of the Town of Clarkdale was held on Monday, December 15th, 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 Reierson	Absent

Staff:

Planning Director	Steven Brown
Admin. Assistant	Linda Noland

OTHERS IN ATTENDANCE: John Brownell, Brian Rhoton, Nancy Bonfield, Robin Bonfield, Scott Fassett, Howard Poole, Sandi Johnson, Doug Von Gausig, Mark Randall, Misha Randall, Marsha Fientz, Henry Chaikin, Peggy Chaikin.

CALL TO ORDER: Chairperson Hansen called the meeting to order at 6:03 p.m. Roll was called, a quorum was present.

Minutes: Commissioner Prud'homme-Bauer: made a motion to approve the minutes of October 20th, 2003 and November 3rd, 2003. Vice Chairperson Sammarco: seconded the motion. The motion passed unanimously.

Public Comment:

Robin Bonfield 1512 Third North. Mr. Bonfield stated he didn't hear any mention of the water situation. He was told by Commission that this was one of the questions that would be addressed by Planning Director, Steven Brown during his Staff Report.

Doug Von Gausig 630 E. Cliffside Drive. Mr. Von Gausig stated that he has done some research into the Empire Co. and feels that everything that he has found out about Empire Co. so far is very positive. Their web sites on several other projects have been very well done and appreciated by the people they worked with in those towns. He found practically no negative comments and people feel the Empire Co. has done a good job in listening to the community. Mr. Von Gausig

stated he hopes Empire Co. continues to listen the community. He also made mention of items he felt should be looked at closely before approval, such as where the effluent is going to go, whether we have sufficient sewage capacity, before and after completion of the project, impact on the school system, traffic in the neighborhoods and access through Old Centerville Highway.

Nancy Bonfield 1512 Third South. Mrs. Bonfield asked if after the Planning and Zoning decision, if the PAD and Preliminary Plat go before the Council for a final decision and if there is a period of time between those two decisions and what is the time frame between those two decisions?

Chairperson Hansen stated many criteria need to be met such as school, fire, sewage, traffic and all these things need to be addressed.

Nancy Bonfield asked, will the well be drilled after the Planning and Zoning give their approval? Chairperson Hansen stated that the Commission didn't know that answer yet. Mrs. Bonfield stated the public has seen lots of conceptual ideas and plans and that many of those items are not firmly established. Her hope is that all the conceptual things will be in writing and firmly established before the town makes its decision. Chairperson assured her that Planning Director Steven Brown will be requiring these things.

Peggy Chaikin 215 Hollow Reed Lane. Peggy stated that she had read over the section of the Zoning Code which had been passed out at the previous meeting and there were things in the zoning code which she would like to see followed with the requirements for the PAD. Preservation of hill tops is one area which would impact her property. She and her husband feel there is a 20 degree slope on the proposed land. She is asking that the zoning code be enforced in terms of not leveling that hill side. She read from the zoning code, pg 24 section 5c, preservation of natural features such as trees, hill tops, water courses, and archeological sites. Mrs. Chaikin read on, that the Commission and Town Council shall insure that the public welfare and safety would be preserved and that provision is made for harmonious and appropriate development of the land by requiring as needed. Also stating that section "H", additional issues of public interest which she felt would include water issues.

Hank Chaikin 215 Hollow Reed Lane. Mr. Chaikin's concern had to do with the drainage plan for the parts of the subdivision which would drain into the wash that leads down through Hollow Reed. Mr. Chaikin asked the Commission to require retention structures so there would not be an impact to the natural area and springs.

Staff Report:

If the Commission chooses to recommend approval of this PAD at this time, staff would recommend the following conditions be applied (pages 5 & 6) of the staff report:

1. Prior to the Council Public Hearing on this proposal, the applicants shall be required to submit a Final Development Plan, which shall show:

- a. The internal circulation plan, including Collector Street connecting Highway 89A with Broadway and the emergency access points into Centerville, which shall be provided with a minimum 40' Right-of-Way. The internal circulation plan shall not include any cul-de-sacs in excess of 600 feet unless previously approved by the Planning Commission.
 - b. The areas to be developed using the various lot sizes, including a typical lot for each, the number of lots and including the proposed setbacks to be utilized.
 - c. The areas to be devoted to open space, including landscaped buffers which will be provided between the Town Home site and the Commercial site.
 - d. Trails to be developed within the project area and to provide linkage outside the project area, and specifically to the nature trail maintained by the Clarkdale/Jerome School District. The trails plan shall include details of construction for each section of trail within the development. Where trails cross streets, cross-walks shall be provided, and either striped or in some other manner delineated on the surface of the roadway, and signed appropriately to provide warning to the motoring public.
 - e. A Final Phasing Plan which indicated which areas will be constructed in what order, and indicating that the roadways and utilities to serve all the properties through Phase II are constructed in advance of any applications for building permits are submitted.
2. All roads within the Pad shall be designed in accordance with Article 12-5 of the town of Clarkdale Subdivision Regulations, unless otherwise approved by the Planning Commission as a part of the Preliminary Plat approval.
 3. All utilities within the PAD shall be designed in accordance with Article 12-6 of the Town of Clarkdale Subdivisions Regulations, unless otherwise approved by the Planning Commission as a part of the Preliminary Plat approval.
 4. The Town Home units will be subject to Site Plan Review in accordance with Section 17.W of the Town of Clarkdale Zoning Code, and shall receive approval prior to any building permits being issued for units.
 5. The area between the Town Home units and the Commercial property shall be provided with a 20 foot landscaped buffer and a 6 foot site wall of split face block, with the split face toward the Town Home units.
 6. The lots that face on 11th Street and those that abut Avenida Macias shall be provided with a 6 foot split block fence with the split face toward 11th Street and Avenida Macias.

7. All Town Home units shall be protected with an approved automatic sprinkler system.
8. No lots designed as part of any subsequent subdivision shall have frontage less than 35 feet for Town Homes and not less than 50 feet for any other units.
9. Applicants shall have provided a letter of serviceability from the Cottonwood Water Works, which demonstrates the utility's willingness and ability to serve the project.

Besides his staff report which was in the packet, Planning Director, Steven Brown also handed out a memo at the beginning of the meeting. The memo is dated 12-15-03, outlining additional conditions he would like applied if Commission chooses to approve the project. Planning Director, Steven Brown stated that Staff met with the applicants today and discussed several issues that appeared to be outstanding. The issues ranged from the new Fire District that is being formed to how park and trail access is to be provided for all residents. In addition to the recommendations made in the Planning Department Staff Report provided earlier, suggesting the following stipulations if the Commission chooses to recommend approval this evening.

1. Prior to the approval of a Final Plat for the Mountain Gate Subdivision, the applicants shall enter into a Development Agreement that will among other provisions include an agreement to make the trail system, recreational facilities and community building available to the residents of Clarkdale. The agreement shall include a mutual maintenance agreement, and provisions for non members of the Home owner's Association to reserve the facilities in advance for private and public organized events.
2. Design of all recreational facilities and community building shall be subject to Section 17.W of the Town of Clarkdale Zoning Code (Site Plan Review Process).
3. The applicants shall abide by the setbacks indicated on the typical lot layouts included on the Final Development Plan, unless a modification is approved by the Subdivision Committee in advance.
4. For all but the Town Home lots, lot coverage shall be limited to 30 percent of the area of each lot unless otherwise approved to exceed that limitation by the Subdivision Committee.
5. For the Town Home lots, lot coverage shall be limited to .67% unless otherwise approved to exceed that limitation by the Design Review Board through the Site Plan Review Process and the rest of the lots would be .5% coverage.

Planning Director, Steven Brown talked on the issue of water supply, stating that before a Preliminary Plat or Final Plat could be approved for this project, the applicant will have to provide a "letter of serviceability" from Cottonwood Water Works. Mr. Brown mentioned with

the issue of drainage, sensitively in grading is going to be required. A detailed drainage plan will have to be submitted when they come in for a preliminary plat. This drainage plan will also be reviewed by the town's engineers. Sewage, lot grading, water distribution system, drainage, road development are all items which will be covered.

ITEM #1. CONTINUATION OF CONSIDERATION AND POSSIBLE ACTION ON PLANNED AREA DEVELOPMENT (PAD) REQUEST BY EMPIRE COMPANIES FOR MOUNTAIN GATE DEVELOPMENT.

Brian Rhoton, Empire Company, was asked by Commissioner Prud'homme-Bauer to review the setbacks for the different lots. Brian stated the cottages would have a 15 ft. front, 7 ft side and 20 ft. rear setbacks with garages to the backside having a 3 ft setback. The cottages will have pavers for driveways from the street into the garages, and no alleys. Homes the next step up would have 15 ft. front, 20 ft. rear and 7 ft side, along with the custom lots. The Town Homes, would have 15 ft. front, 15 ft. back yard and 10ft. between the fourplexes and duplexes.

Chairperson Hansen asked about the square footage of the home. Brian stated the Town Homes average 1,000 sq. ft.-14-15,000 sq. ft. The Cottages- 1,000 sq. ft.-1,500 sq. ft., and the Homes- 1,200 sq. ft.-1,900 sq. ft. the Custom homes could go up to 2,200 sq. ft.

Commissioner Prud'homme-Bauer asked that Empire consider the Custom Lots to have a 10ft side yard setback rather than the 7 ft. so the homes don't look crowded. Also asking to vary the front setbacks so all the homes are not in a row.

Jim Benick of Shephard-Wesnitzer, Inc. mentioned the intent is to stagger the front setbacks.

Chairperson Hansen asked the widths of the driveways. Brian stated the cottages would have a 10 ft. wide drive, the homes would have a solid 15ft.-16ft. wide drive and the Town Homes the same. All would have a depth of at least 20 ft.

Commissioner Prud'homme-Bauer asked if it were true that the trails were going to be side walks. Brian Rhoton of Empire Co. stated that this is correct. This would not include all of the trails. There will be trails in the open wash areas that will be more like dirt path trails with gravel. Prud'homme-Bauer stated that sidewalks are not trails. Sidewalks and trails are two separate things. Brian stated there will be foot paths in the open areas. These will most likely be paved sidewalks.

Chairperson Hansen asked about the impact on the school system. Planning Director, Steven Brown mentioned that he and the Town Manager met with two members of the school district. The school district uses a 2.5 multiplier per household for school plan purposes. Depending on demographics of the project once it is built out and sold, that number may be lower. Steven mentioned that Brian was at the latest meeting with the School Board and they talked about the impact to the schools and how Empire Co. may be able to offset that impact. There is the ability, through the subdivision plan process to require the reservation of a school site for one year for

the school to purchase at fair market value. The school has indicated they prefer to do their expansions on their current site to expand their facilities. Empire has met with them to talk initially about what they can do to make some sort of a donation to that building plan rather than providing a school site. It hasn't been determined yet what that might be.

Chairperson Hansen asked about the Community Meeting and Recreational Facilities. Planning Director, Steven Brown once again mentioned the meeting with the Empire Co. earlier this afternoon and Steven outlined in his memo this stipulation. Item # 1 which reads: Prior to the approval of a Final Plat for the Mountain Gate Subdivision, the applicants shall enter into a Development Agreement that will among other provisions include an agreement to make the trail system, recreational facilities and community building available to the residents of Clarkdale. The agreement shall include a mutual maintenance agreement, and provisions for non members of the Home Owner's Association to reserve the facilities in advance for private and public organized events.

Chairperson Hansen asked if there were any input from ADOT. Steven Brown stated that ADOT has decided to make the approved Round About at the Cement Plant Road a two lane rather than the previously thought one lane. There will be further discussion with ADOT concerning accesses and several other issues. All issues will be resolved before approval of the Preliminary Plat.

Chairperson Hansen asked about fire protection and a fire substation. Asking if the access to Centerville has eliminated that need. Planning Director, Steven Brown stated that the applicants have revised their plans to include emergency access to Centerville in two locations.

Chairperson Hansen on regarding water, asked if there would be a system in which Empire's service will compliment the existing Clarkdale service. Steven Brown stated that at the present time Empire plans to develop their own well site, storage facilities and distribution system. They have also had discussions with Cottonwood Water Works regarding alternative arrangements. Steven also mentioned that Empire needs to provide a letter of serviceability to assure water supply.

Chairperson Hansen asked about the sewer treatment and how it is going to be handled. Steven Brown stated the Town will be working closely with the Empire Co. On this matter and the town presently has a waste water master plan. Negotiations and discussions are still on going as to how Empire is going to help upgrade our system. Before the Plat is approved these details will be worked out,

Commissioner Prud'homme-Bauer stated that she would like to see open fence areas, maybe low block wall with a open rail design fencing as seen in Upper and Lower Clarkdale rather than a high solid block wall. This would provide more openness to the development. Brian from Empire stated that as developer, they try to manage privacy and view. They feel that 11th Street is a pretty big privacy area and that a 6' wall would supply more privacy than a 4' wall. Prud'homme-Bauer stated she does not want this development to look and feel like a gated

community.

Planning Director, Steven Brown mentioned one of the items eliminated while working with the developers was that of developing of the flood plain lots. This was accomplished by redesigning the lot and street configurations.

There was also discussion on HOA's and CC&R's. Commissioner Prud'homme-Bauer suggested the minimal amount of control with the CC & R's also stating she understands Home Owners Associations. They do not exist in Clarkdale and she prefers not to see that process in Clarkdale.

Mark Randall, 102 South 15th Street stated he feels the community would be better served without the HOA.

Doug Von Gausig, 630 Cliffside Drive. Stated that as he recalled, the Town of Clarkdale has a 200,000 gallon sewer plant at the present time that is at 180,000 gallons. Those were the figures that were for the last several years. Doug asked if those figures were still accurate?

Jim Benick stated, being the former town engineer, stated the Town of Clarkdale has a 250,000 gallon per day treatment plant. He believes the last readings were in the 140,000-150,000 gallon per day utilization. There was a very old meter used to calculate the flows coming into the plant. That meter has been replaced with a new one and the readings are much lower.

Doug Von Gausig also mentioned the wall down 11th Street stating it would divide the whole community from the rest of the town. He would like to see the interface "softened" because this is going to be the interface most people are going to see coming into Clarkdale. He understands the privacy needs for the people who's lots back up to that area, but he would appreciate anything the Planning Commission or the Empire Co. could do to soften that interface so it doesn't look like the Great Wall of China. He found it interesting that during the Centerville meeting he found the citizens wanted a wall to keep people from looking into their back yards.

Doug Von Gausig also hopes to see a transparent community which would not separate the development from upper and lower Clarkdale. He feels what would tend to separate the houses and development would be the walls and things like community centers that belong to the community that the other members of Clarkdale do not feel comfortable going in and using whenever they want to use. At the other end of that spectrum you have community areas and town parks the developer puts in and dedicates to the town. Problems would be maintenance and liability. Those are things that may or may not be salable. He feels this is something that should be looked at and explored to see if there really is that much liability for a park land or a community center that the builder would build and then dedicate to Clarkdale which would break down the barrier between this community and the rest of the town. He feels this is what is really wanted. Maybe there is a possibility of having these things dedicated to the town and increasing the transparency that way.

Brian of Empire Co. stated they are looking at dedicating parks, etc. to the town, but the HOA

will control the Club House. It is an asset and amity to the people who buy in the development. The community will be able to use the club house, but he HOA will control it.

Commissioner Prud'homme-Bauer: made a motion to recommend approval of the PAD with the following Staff recommendations as listed on pages 5 & 6 of the staff report along with the memo handed out this evening, dated 12-15-03, plus the added issue of working with Planning and Zoning on CC & R's through the Preliminary Plat process and with our discussion earlier about including in the motion, the side setbacks on the custom homes to be modified to 10' as received this evening. Vice Chairperson Sammarco: seconded the motion. The motion passed unanimously

2. CONTINUATION OF WORKSESSION ON MINOR SUBDIVISION REGULATIONS

Planning Director, Steven Brown discussed with the Commission, the amended changes made to the Subdivision Regulations and if adopted, what these changes would invasion.

ADJOURNMENT

With no further business to discuss the meeting was adjourned at 9:17 P.M.

APPROVED BY:

Gary Hansen

SUBMITTED BY:

Linda Noland