

**MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON MONDAY, MARCH 20, 2006, 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 Monday, March 20, 2006, at 6:00 p.m., in the Men’s Lounge.

**Planning Commission:**

Chairperson	Robyn Prud’homme-Bauer	Present
Vice Chairperson	Amy Bayless	Present
Commissioners	Curt Bohall	Absent
	Dave Puzas	Present
	Mark Randall	Present

**Staff:**

Community Development Director	Sherry Bailey
Planner II	Normalinda Zuniga
Administrative Assistant	Charlene Stockseth

**Others in Attendance:** None.

- 1. CALL TO ORDER:** Chairperson Prud’homme-Bauer called the meeting to order at 6:00 p.m.
- 2. ROLL CALL:** Roll was taken by the Administrative Assistant.
- 3. MINUTES:** Commissioner Bayless motioned to approve the minutes with corrections from the meeting of January 17, 2006. Commissioner Randall seconded the motion. The motion passed unanimously.

**4. REPORTS:**

**Chairperson’s Report:** The Chair encouraged all Commissioners to attend the Chair and Vice Chair Training that will be held in the Men’s Lounge, Clark memorial Clubhouse on April 5<sup>th</sup>, from 6:00 until 8:00 p.m. Topics that will be covered will include the role of the chair, responsibilities of board/commission members, agendas, how to run public hearings, motions, minutes, running meetings effectively, ethics and specific issues brought up by those in attendance.

**Staff Report:** There will be several issues coming forward for the Planning Commission. The Community Development Director would like to schedule two meetings a month for April and possibly May. The General Plan needs to be reviewed for minor or major amendments for next year. The General Plan needs to be reviewed every year.

**5. PUBLIC COMMENT:** None.

**NEW BUSINESS**

**6. WORKSESSION:** Zoning Code, Chapter 4-1, Accessory Structures

Staff Report: The Community Development Department is experiencing an increasing number of building permit requests for accessory structures. While some of the applicants meet the Zoning

Code requirements die accessory structures, more and more applicants have a difficult time staying within the accessory structure height limitation. Due to this, staff feels it necessary to have a worksession to review the setback and height limitation.

Examples of different city and county standards for the height limit requirements were given to the Commissioners.

Staff Recommendations: The Planning Commission give staff direction on what they would like to see as accessory structure height limitations.

The Commission discussed the different types of structures, setbacks, lot sizes and size and height of structures. The Commission recommended that there should be no change in the Zoning Code for Accessory Structures.

**7. WORKSESSION: Verde Valley Regional Land Use Plan**

Staff Report: The consultant firm has submitted the first draft of the Verde Valley Regional land use Plan for review and comment. The only part missing is the Recommendations/Implementations Section. Staff would like to review this document in detail with the Commission.

The Town of Clarkdale and other communities in the valley are going to be asked to adopt this document and to accept the premises in the document as Town philosophy. If all the valley communities agree to it, this will be a very important document. We need to take the time to review it from that perspective.

Staff felt the Regional Plan needs to be consistent with the General Plan or the General Plan will need to be changed to be consistent with the Regional Plan.

The Commission discussed the Regional Plan in general. The Commission directed staff to review the plan and make comments.

Staff felt it would be necessary to schedule at least three worksessions to complete this review.

**8. FUTURE AGENDA ITEMS:**

Public Hearing for creating Commercial Zoning Ordinance

Worksession on Corridor 89A Overlay District with Town Council

Joint worksession with Parks and Recreation Commission on Parks and Trails Master Plan

Joint worksession with Design Review Board on architectural standards

Items Staff feels will impact the Commission:

Two meetings in April (3rd & 4<sup>th</sup> Monday)

Three worksessions on Regional Plan (three Thursdays in a row from 4:30 p.m. until 6:30 p.m.)

Annexation Policy

Growth outside our boundaries and how it affects Clarkdale

Worksession on a Hillside Ordinance

Review of existing ordinances

**DRAFT**

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Worksession on Minor Subdivisions and the impact of Town Sewer  
The Minor Subdivision ordinance needs to be revisited  
Worksession on Property Maintenance Code

9. **ADJOURNMENT:** Commissioner Bayless motioned to adjourn the meeting. The meeting adjourned at 8:30 p.m.

APPROVED BY:

SUBMITTED BY:

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Robyn Prud'homme-Bauer  
Chairperson

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Charlene Stockseth  
Administrative Assistant