

MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON MONDAY, DECEMBER 18, 2006, IN THE MEN'S LOUNGE AT 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 Monday, December 18, 2006, at 6:00 p.m., in the Men's Lounge at the Clark Memorial Clubhouse, 19 N. 9th Street, Clarkdale, AZ.

Planning Commission:

Chairperson	Robyn Prud'homme-Bauer	Present
Vice Chairperson	Amy Bayless	Present
Commissioners	Dave Puzas	Present
	Sarah Vinson	Present
	Jorge Olguin	Present

Staff:

Community Development Director	Sherry Bailey
Planner II	Normalinda Zuniga
Planner II/GIS Technician	Pam Ravenwood
Administrative Assistant	Vicki McReynolds

Others in Attendance: Phil Tatum, Charles & Elnora Jordan, Les Bovee, Hearld Harrington, Andy Groseta, Daniel Hunt, Vicki Hunt and Larry Seabeck.

1. **CALL TO ORDER:** The Chair called the meeting to order at 6:00 p.m.
2. **ROLL CALL:** Roll was taken by the Administrative Assistant.
3. **MINUTES:** Consideration of Regular minutes of November 20, 2006. Commissioner Puzas motioned to approve the minutes of November 20, 2006. Commissioner Olguin seconded the motion. The motion passed unanimously.
4. **REPORTS**
 - Chairperson's Report:** None. The Chairperson extended wishes for a wonderful Holiday to all in attendance.
 - Staff Report:** None. The Community Development Director also wished everyone a very Happy Holiday Season.
5. **PUBLIC COMMENT:** None.

OLD BUSINESS:

6. **PUBLIC HEARING:** **Bent River Village Subdivision Preliminary Plat (SUB-2007-7), Bent River Group LLC, Parcels #406-23-003C and #606-23-003E, 751 Bent River Road.**
 - ❑ **Open Public Hearing:** Commissioner Puzas motioned to open Public Hearing. Commissioner Olguin seconded the motion. The motion passed unanimously.
 - ❑ **Staff Report:** Planner II/GIS Technician, Pam Ravenwood reported/updated the following: The applicants have submitted a 1.91 acre subdivision centered around the end of Bent River

Road. Current R-2 zoning allows for 18 multi-family units, the developer proposes the construction of 12 units, therefore allowing open space on the west side of the project, which will be landscaped as a visual barrier between the neighbors.

Staff Recommendations/Stipulations are as follows:

1. Staff recommends that during the Technical Review Process, a Level 2 Drainage Study be required, as the Town Engineer has requested.
2. A Grading Plan which meets the Town of Clarkdale grading and excavation requirements is required.
3. The Technical Review plans shall show additional information on where easements will be for water and sewer lines and the location and information of existing overhead electric lines, which will remain overhead and which will be buried.
4. Bent River Village will be required to enter into a Subdivision Agreement which stipulates the terms for the provision and release of assurances to cover the cost of improvements that are part of the subdivision.
5. The applicant shall provide proof of approval from Yavapai County Development Services Department for the use of package plant usage for all parcels within the Subdivision.
6. A geological report shall be submitted in compliance with A,A,C, R, 18-9-A309-A8z providing loading calculations that demonstrate that this Subdivision is in compliance with the regulations.
7. During the Technical Review, Bent River shall provide construction drawings in a recordable format to be specified by the Town of Clarkdale.

8. The applicant is required to provide the Community Development Department a copy of the Condominium By-laws and Organization of Unit Owner's Association Rules.

- Applicant Presentation:** None.
- Invite public to speak:**

Phil Tatum, 581 Larkspur Dr., stated: An agreement as been reached with the owners the purchase of 8/10 of an acre adjacent to the property (documentation can be provided/Escrow). No additional use of land will be utilized. The Town Engineer suggested a new road configuration for safety purposes, etc., (which was drawn in the Plat). There would be no problem doing a "re-draw" if necessary to continue with developmental stages.

Les Bovee, 675 Dead Horse Ranch Rd., stated: He as concerns with large equipment accessibility/turning radius. He referenced the Hickie Ditch history with flooding and the equipment needed to assist. A grant from FEMA assisted in the rebuilding of areas affected by flooding...re-diversion referred to Bent River Road. Materials and equipment was brought in to "stabilize" the lagoon keeping water levels up to maintain the natural habitat.

Hearld Harrington, 160 Bent River Road, stated: The Jordan's are his in-laws. His concerns with the road is getting out with large equipment and the difficulty of stopping at the top, (then drops at Hillcrest). If Hillcrest has a stop sign, that would be OK. The second concern was the drainage; and hopefully Phase II should take care of that. He asked who owns Bent River Road and maintains it? **(THE COMMUNITY DEVELOPMENT DIRECTOR responded: We need to ask for "dedication" of the entire road to Broadway and maintain it. It needs to be in the Town Inventory).**

Andy Groseta, Cottonwood Ditch Association, stated: The Ditch Association comments of November 15th were submitted. He shares the same concerns that have been mentioned by the public, i.e., large equipment, accessibility, safety and the steep hill. There needs to be a wide radius/road alignment. Drainage was cited in their letter and feels the water generated off the property must be addressed (retention). He wants to stay involved in the process and would be happy to work with everyone involved

Daniel Hunt, 1855 Bent River Road, stated: He is presenting his comments in letter form **(handed to the Director of Community Development-which will be forwarded to the Board Members)**. He still has huge concerns about the stop sign, drainage concerns, road erosion and water run-off and the new development's future and its' ramifications.

Vicki Hunt, 1855 Bent River Road, stated: Her concern was the Town taking over the road...when will the Town's control stop; at the top or bottom of the hill? **(THE COMMUNITY DEVELOPMENT DIRECTOR responded: Only within the Town's boundaries.)**

Elnora Jordan, 1950 Bent River Road, stated: She is presenting her concerns in letter form **(handed to the Director of Community Development-which will be forwarded to the Board Members)**. She realizes all parties concerned and their interests; but the road situation has negative ramifications with the possibility of someone being sued.

Dorothy Hunt, 1855 Bent River Road, stated: This is a very dense population with children often playing and presents itself to be a dangerous situation.

Larry Seabeck, Civil Engineer, stated: Regarding the retention problem there will be underground pipes (42") for the metering out process.

Close Public Hearing: Commissioner Olguin motioned to close the Public Hearing. Commissioner Bayless seconded the motion. The motion passed unanimously.

7. CONSIDERATION AND POSSIBLE ACTION: Bent River Village Subdivision Preliminary Plat (SUB-2007-7), Bent River Group LLC, Parcels #406-23-003C and #606-23-003E, 751 Bent River Road

Questions may be directed to staff/applicant: None.

Chair may request a motion and a second: None.

Discussion:

Commissioners and Staff discussed the drainage issues, Phase II addressing the retention/volume concerns, the large vehicle accommodations in relationship to the road, turning radius with the "navigational" aspect to be evaluated in the Technical Review Stage and the grade transition possibly being higher up into the property. The Commissioners discussed the public's interest should be addressed/protected thru the Technical Review Stage with the final plat occurring "after" the Technical Review Stage.

Action: Commissioner Bayless made a motion for approval of the Preliminary Plat with Staff recommendations and the Technical Review to be produced with the Engineers present and the Public being notified. Commissioner Vinson seconded the motion. The motion passed unanimously.

Staff Recommendations/Stipulations are as follows:

1. Staff recommends that during the Technical Review Process, a Level 2 Drainage Study be required, as the Town Engineer has requested.
2. A Grading Plan which meets the Town of Clarkdale grading and excavation requirements is required.
3. The Technical Review plans shall show additional information on where easements will be for water and sewer lines and the location and information of existing overhead electric lines, which will remain overhead and which will be buried.
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6. A geological report shall be submitted in compliance with A,A,C, R, 18-9-A309-A8z providing loading calculations that demonstrate that this Subdivision is in compliance with the regulations.
7. During the Technical Review, Bent River shall provide construction drawings in a recordable format to be specified by the Town of Clarkdale.
8. The applicant is required to provide the Community Development Department a copy of the Condominium By-laws and Organization of Unit Owner's Association Rules.
9. During Technical Review, the Town Engineer will appear before the Planning Commission and update the Commission on resolutions regarding drainage and road concerns.

NEW BUSINESS:

8. PUBLIC HEARING: Public Hearing on a recommendation to Council to delete Section 15-3-1 of the Town Code, "Naming of Streets Outside of Subdivisions" and creating Article 15-4 titled "Street Naming and Addressing Procedures" in the Town Code of the Town of Clarkdale.

- ❑ **Open Public Hearing:** Commissioner Vinson motioned to open the Public Hearing. Commissioner Bayless seconded the motion. The motioned passed unanimously.
- ❑ **Staff Report:** Planner II, Zuniga reported the Community Development Department has encountered several addressing problems throughout the Town. Per review of Chapter 15 of the Town of Clarkdale's Town Code Section 15-3-1 "Naming streets outside of subdivisions," staff feels that it does not encompass all the procedures necessary to ensure effective and consistent street naming and addressing procedures. Staff reviewed current procedures and those of Yavapai County for street naming and addressing procedures and have merged and deleted some items to better fit the needs of the Town of Clarkdale. Staff proposes to delete Section 15-3-1 of the Town Code, "Naming of Streets outside of subdivisions" and create Article 15-4 titled "Street Naming and Addressing Procedures." The new procedures will add enforcement procedures, addressing display standards and most importantly, include all streets within the Town.
- ❑ **Applicant Presentation:** None.
- ❑ **Invite public to speak.** None.

- **Close Public Hearing:** Commissioner Olguin motioned to close Public Hearing. Commissioner Puzas seconded the motion. The motion was passed unanimously.

9. CONSIDERATION AND POSSIBLE ACTION: Public Hearing on a recommendation to Council to delete Section 15-3-1 of the Town Code, “Naming of Streets Outside of Subdivisions” and creating Article 15-4 titled “Street Naming and Addressing Procedures” in the Town Code of the Town of Clarkdale.

- **Questions may be directed to staff/applicant:** None
- **Chair may request a motion and a second:** None.
- **Discussion:** Commissioners discussed the street names should be appropriate and easy to read.
- **Action:** Commissioner Puzas motioned to approve the creating of Article 15-4 titled “Street Naming and Addressing Procedures” with the recommendation to Council noting change to 15-4-7-1 to read: Names should be easy to read. Commissioner Vinson seconded the motion. The motion passed unanimously.

10. FUTURE AGENDA ITEMS:

-The Governor’s 10 Points on AZ and the direction it is going

Note: The Commissioners wish to be kept updated on Prop 207 (with regards to issues that may be brought before them). The next Planning Commission meeting will be held on Tuesday, January 16, 2007, (due to the 15th being a holiday for the Town).

11. ADJOURNMENT: The meeting adjourned at 8:00 p.m.

APPROVED BY:

SUBMITTED BY:

Robyn Prud’homme-Bauer
Chairperson

Vicki McReynolds
Administrative Assistant