

MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON MONDAY, APRIL 16, 2007, 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, April 16, 2007, 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
	Jorge Olguin	Present
	Sarah Vinson	Present

Staff:

Community Development Director	Sherry Bailey
Planner II	Normalinda Zuniga
Administrative Assistant	Vicki McReynolds

Others in Attendance: None.

AGENDA ITEM: CALL TO ORDER: The Chair called the meeting to order at 6:00 p.m.

AGENDA ITEM: ROLL CALL: The Administrative Assistant called roll.

AGENDA ITEM: MINUTES: Consideration of Regular minutes of March 19, 2007.

Commissioner Puzas motioned to approve the amended minutes of March 19, 2007, reflecting the roll call as Commissioner Vinson "was" present, and the change on page two, under DISCUSSION first sentence, "The Commissioners verified that the sewer going to the treatment plant will not adversely affect it, as it has the "additional" capacity for up to 100 homes". Commissioner Bayless seconded the motion. The motion passed unanimously.

AGENDA ITEM: REPORTS:

Chairperson's Report: The Chairperson reported she has been extremely busy moving out of their current business location of 23 years, to the new location.

Staff Report: The Community Development Director stated that Normalinda Zuniga, Planner II and Pamela Ravenwood, GIS Technician, both of the Community Development Department, would be handling the May 21st meeting in her absence.

The Administrative Assistant attended the Friday, April 13, 2007 Arizona Open Meeting Laws Presentation. Several handouts were available covering Recent Changes to the Arizona Open Meeting Laws, Making the Open Meeting Law Work for You, Homeowner Associations and the Open Meeting Law, and a 16-page Handout with various subjects such as: the Role of the Attorney General's Office, Public's Rights and Executive Sessions. All materials received at this presentation will be incorporated in the Commissioner's packets for the next meeting for their information.

AGENDA ITEM: PUBLIC COMMENT: None.

NEW BUSINESS

AGENDA ITEM: WORKSESSION: Paz & Cota Subdivision – Right of Way Abandonment, presented by the Community Development, Planner II.

Staff Report: The Community Development Department has received different requests for abandonment of right-of-ways (R-O-Ws) in the Paz and Cota subdivision. Per direction by the Council, staff is proposing a R-O-W abandonment plan to encompass all R-O-Ws that are appropriate to abandon in this subdivision.

Staff has researched the previous abandonment's in the subdivision – which have been done individually – and have identified them on the map in BLUE.

Staff has routed the abandonment proposal to the Fire Department, Police Department, Public Works Department, and Building Official. After reviewing and incorporating their requests and comments, staff has identified in RED the R-O-Ws that are appropriate to be abandoned at this time.

Discussion: Staff further explained the parcels, their size and rather than go one by one, larger parcels are being looked at. The maps given to the Commissioners outlined the ones abandoned already and the proposed ones to be abandoned. Per the Fire, Police, Public Works Departments and the Building Official, no discrepancies were found. Staff would like to abandon streets that will not connect in the future. The row will be divided in half and offered to property owners on each side; either by purchase or given to them (process is still in the works). If one party does not want their half, it will be offered in writing to the remaining property owner. Both parties must agree, to be able to do the abandonment. Appropriate protocol would follow.

Direction Given: The Commissioners agreed this process should be addressed and a Public Hearing process to move forward with the proposal.

AGENDA ITEM: WORKSESSION: Changes to the Town Sign Ordinances, presented by the Community Development Director.

Staff Report: The Town Council has instructed staff to review our sign code and other communities codes as they relate to temporary signs, hand held signs, garage signs and political signs. Over the past few months we have had a proliferation of signs in the right of way and temporary signs. Council is concerned that if we do not aggressively enforce the sign code early, the problem will only get worse. While we are discussing signs, they asked that we review these types of signs and other ordinances and make recommendations for changes in our code.

Staff Recommendation: Staff is requesting that the Commission make recommendations to the Town Council concerning these items and changes to the sign code.

Discussion: The various communities codes were looked at that were included in the Commissioner's packets and discussed.

The Community Development Director read from the House of Representative, HB 2369, temporary signage; preemption; abatement:

HB 2369 required municipalities establish regulations or ordinances that permit the posting, display or use of sign walkers and establishes the Beautification Enhancement Naturalization Fund.

History: According to Arizona Revised Statutes (A.R.S.) Section 9-462.01, the legislative body of any municipality may require signs and billboards in order to conserve and promote the health, safety and general welfare of the public. “Provisions” covered were: Regulations or Ordinances, Fees and Penalties, Beautification Enhancement Naturalization Fund and Miscellaneous.

The Commissioners and Staff discussed the following sign types:
Garage Sale Signs, Real Estate Signs, Hand Held Signs, Political Signs, A-Frame Signs, Special Event Signs, (Town of Clarkdale Auditorium Event Signs), and Vehicle Signs. Liability Insurance for signs put up by “professionals” was also mentioned. Adolescents holding “car wash” signs posing a danger at intersections was also addressed.

Direction Given: The Commissioners gave Staff direction to follow through with sign ordinance issues to go before Council, as there needs to be guidelines to follow; (with ramifications for the lack of abiding by the ordinances), to be put in place in the future.

AGENDA ITEM: FUTURE AGENDA ITEMS:

- Prop 207 (video when available)
- Form Based Zoning Study Class (near future)

AGENDA ITEM: ADJOURNMENT: Commissioner Bayless made a motion to adjourn the meeting. Commissioner Vinson seconded the motion. The motion passed unanimously. The meeting adjourned at 7:50 p.m.

APPROVED BY:

SUBMITTED BY:

Robyn Prud'homme-Bauer
Chairperson

Vicki McReynolds
Administrative Assistant