

**MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON THURSDAY, NOVEMBER 15, 2007, IN THE CLARK MEMORIAL LIBRARY, 39 N. NINTH STREET, CLARKDALE, AZ.**

A **REGULAR** meeting of the Planning Commission of the Town of Clarkdale was held on Thursday, November 15, 2007, at 6:00 p.m., in the Clark Memorial Library, 39 N. Ninth Street, Clarkdale, AZ.

**Planning Commission:**

Chairperson	Amy Bayless	Present
Vice Chairperson	Dave Puzas	Present
Commissioners	Jorge Olguin	Present
	Sarah Vinson	Absent
	Bill Regner	Present

**Staff:**

Community Development Director	Sherry Bailey
Administrative Assistant	Vicki McReynolds

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

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

**AGENDA ITEM: MINUTES:** Consideration of the **Regular Meeting Minutes of October 15, 2007.** Commissioner Olguin made a motion to approve the minutes of October 15, 2007. Vice Chairperson Puzas seconded the motion. The motion passed unanimously.

**AGENDA ITEM: REPORTS:**

**Chairperson's Report:** The Chairperson reminded the Commissioners about the December 7<sup>th</sup> Boards & Commission Conference in Phoenix. (The Administrative Assistant will e-mail those who are attending the time/location to meet for the carpool).

**Staff Report:** The Community Development Director stated the Town is getting a new wastewater treatment plant. December should show a 90% design completion. This will go before the Design Review Board regarding buildings, layout and landscape. The old plant will be de-commissioned with the small concrete pond remaining. The Mayor would like to have a joint meeting with Parks & Rec, Design Review Board, Planning Commission and the Town Council regarding the use of the old plant site in the very near future.

**AGENDA ITEM: PUBLIC COMMENT:** None.

**NEW BUSINESS**

**AGENDA ITEM: WORKSESSION:** Form-Based Zoning.

Handout information provided to Commissioners:

- Appendix "A"-Smart Code

- Designing Community, Charrettes, Masterplans and Form-based Codes by David Walters.

The Community Development Director stated the Smart Code-Central Petaluma Specific Plan is an excellent example of “Form Based Codes”.

The Commissioners discussed the Table of Contents of the Smart Code and how it relates to establishing timelines for appropriate areas to start working on.

**The following was discussed:**

- “Sub-Area Concept”-if acceptable- we need to look at the Smart Code table of Contents
  - the process/timelines
- The need to move away from “Structure” and towards “Concept”
- Identifying WHERE to start is crucial
  - the process will become a learning experience on “existing” areas
  - future areas will become easier to identify and streamline
- The possible easiest areas to start with may be the downtown business district or historical district
- Historical elements/designation need to be looked at
- Combining mixed-use projects/keeping within compatibility parameters
- The need to also keep compatibility from one area to another is important
  
- Define what is the “pull/connectivity” from one trail to another to downtown Clarkdale
  - exercise/recreation vs. destination and economic development
- General Plan and Form Based Codes go hand in hand
- The Town of Clarkdale needs a vision/theme/a reason “TO COME” here

**SUMMARY:**

The downtown central business district would be a good place to start.

-The Community Development Department will provide information/the framework to be able to start discussion for the next worksession.

-Future worksessions can include inviting guests such as Town Historian and Architects to gather valuable input as it relates to Form Based Code - goals.

Note: The Community Development Director said the Southwest Risk Attorney would like to be included in the steps the Planning Commission will be taking as we move forward with Prop 207.

The Commissioners stated they would like to meet the first Thursday of each month to have a worksession to continue with the form based codes project. These meetings will not include any motions being made, they are worksessions only.

**AGENDA ITEM: FUTURE AGENDA ITEMS:**

- Continuation of Form Based Codes Worksession - first Thursday of each month starting December 6th
- Prop 207 as it progresses

**AGENDA ITEM: ADJOURNMENT:** Vice Chairperson Puzas motioned to adjourn the meeting. Commissioner Olguin seconded the motion. The motion passed unanimously. The meeting adjourned at 7:45 p.m.

**APPROVED BY:**

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Amy Bayless  
Chairperson

**SUBMITTED BY:**

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Vicki McReynolds  
Administrative Assistant