

**MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON THURSDAY, APRIL 24, 2008, IN THE MEN'S LOUNGE OF 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 Thursday, April 24, 2008, at 6:00 p.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

**Planning Commission:**

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

**Staff:**

Community Development Director	Sherry Bailey
Administrative Assistant II	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 **Special Meeting Minutes of March 25, 2008, the Regular Meeting Minutes of March 27, 2008 and the Special Meeting Minutes of April 3, 2008. Vice Chairperson Puzas motioned to approve the Special Minutes of March 25<sup>th</sup>, Regular Minutes of March 27<sup>th</sup> and the Special Minutes of April 3, 2008. Commissioner Olguin seconded the motion. The motion passed unanimously.**

**AGENDA ITEM: REPORTS:**

**Chairperson's Report:** None.

**Staff Report:** The Community Development Director stated they have met with both of the company's who hold the bonds regarding Mountain Gate. They have also met with the engineer and made a prioritized list of issues, such as safety, etc. Typically safety issues do not meet resistance from Bond Companies. The remaining infrastructure will probably have a smaller check cut. The one Bond Company said Clarkdale was the 7<sup>th</sup> community he had been to visit within the last week and a half and our situation was considered the "smallest". The Mountain Gate site was not the worst they have seen and felt the Town did a good job with the information that was provided to this Bond Company.

**AGENDA ITEM: PUBLIC COMMENT:** The public is invited to provide comments at this time on items that are not on this agenda. Action taken as a result of public comment will be limited to directing staff to study the matter, or scheduling the matter for further consideration and decision on a later agenda, as required by the Arizona Open Meeting Law. Each speaker is asked to limit his or her comments to FIVE minutes. **There was no public comment.**

### **NEW BUSINESS**

**AGENDA ITEM: DISCUSSION:** Update on the General Plan provided by the Community Development Director: Areas to be discussed: #3-CIRCULATION ELEMENT and #4-OPEN SPACE ELEMENT.

The Community Development Director stated as we educate the staff at their training sessions and the focus groups, the Planning Commission will be updated with each step.

#### **#3 CIRCULATION ELEMENT:**

The Circulation Element addresses the Town's transportation system and provides tools, such as the goals and policies and the Circulation Plan assists with the ongoing and long-range planning, development, implementation and management of the necessary transportation system for the Town. Providing a safe, convenient, efficient and cost-effective multi-modal transportation system for the movement of people, goods and services are within this element.

#### **Following are areas covered in this discussion:**

-Steve Burroughs, Public Works Director, will be heavily involved with the #3 Circulation Element in the following areas:

-Road Design Standards (he will bring this information to the Focus Group)

-Traffic Counts (to assist with the "level of service" needs

-Bicycles/lane standards (need to be formulated within the General Plan). As well as a trail plan showing "links" between developments, washes, etc.

-Paved Management System for the roads: Steve will be doing an inventory/condition of all roads within the town showing their present conditions.

-Regional Transportation Development-There will be coordination between the County and Cottonwood: future possibilities for transportation to be looked at.

-Currently there is no policy for acquisition of public right-of-way....this will be incorporated in to the General Plan.

**Annexation Areas:** There is current discussion with Phelps Dodge, Clarkdale Minerals (450 acres Plan) and Verde Exploration (who wants to be only a watershed area).

**#4 OPEN SPACE ELEMENT:**

The Open Space Element is intended to identify and provide approaches for the preservation and enhancement of open space resources, parks, recreation areas, wildlife and natural habitat, riparian corridors, floodplains and drainage ways within the Town of Clarkdale. The preservation of natural undeveloped areas within the Town provides areas for enjoyment by residents and visitors, as well as provides a context for development that adds value to the community.

**Following are areas covered in this discussion:**

- The Town will be working with Parks & Rec to utilize open spaces effectively.
- Habitat, washes, trails and wildlife needs to be addressed.
- There is a “link” with the Open Space Element to all the other elements to maintain continuity.
- Groundwater Re-charge System, Fire Hazard Issues & Slope Preservation will be added within this #4 Element.
- Fire Hazard Plan, (wild fires) will have a comprehensive plan to be brought to the Planning Commission and Parks & Rec, before going to Town Council.
- The Fire Department is the legal/enforcing agent re: Fire Code.

The Commissioners brought up the “revenue status” regarding the improvements for Open Spaces within the Town.

-Example: Developments having their “own” open space as opposed to more open spaces within the Town and the Town ultimately having to maintain it.

- The Commissioners questioned the “funding” availability to address all the issues.
- The Community Development Director shared the following:
  - There are the Impact Fees, sales tax revenue and the Economic Development Element will open up/influence the diversity within the Town’s industrial development.
  - The Chamber of Commerce will be going to the Town Council to open doors to promote the Town.
    - The train’s tourism population can possibly be directed in to the Town.
    - We need to help “existing groups” grow and what that brings to the community.
    - Clean industry will help the tax base within the Town.
    - A mechanism does need to be put in place regarding funding.

The Commissioners brought up the following:

- Who takes the lead in the General Plan process? Implementation? What are the costs? Where does the responsibility lie?
- The Community Development Director stated it will start with the revised General Plan being the Policy Instrument utilized for what ever is brought before the Town. The Town Council will use the General Plan to set budgets and refer to these policies to fall back on for direction.
- The Commissioners asked for Clarkdale’s revenue breakdown to assist them for future decision making regarding the General Plan. They felt there is possibly a need for an Economic Development Corporation to assist the Town for its’ future.

**-There must be “Action” to the words on paper after the General Plan is finalized.**

**The Community Development Director shared that the Finance Director can provide revenue breakdown information. He will be involved with the Cost of Growth Element.**

**-Economic Development helps increase revenue**

**-We need to create a “destination” within the Town to increase spending!**

**AGENDA ITEM: FUTURE AGENDA ITEMS:**

**AGENDA ITEM: ADJOURNMENT: Commissioner Vinson motioned to adjourn the meeting. Commissioner Olguin seconded the motion. The motion passed unanimously. The meeting adjourned at 7:40p.m.**

**APPROVED BY:**

**SUBMITTED BY:**

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Amy Bayless  
Chairperson

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Vicki McReynolds  
Administrative Assistant II