

MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON THURSDAY, JULY 24, 2008, IN THE CLARK MEMORIAL LIBRARY, 39 NORTH NINTH STREET, CLARKDALE, AZ.

A **REGULAR** meeting of the Planning Commission of the Town of Clarkdale was held on Thursday, July 24, 2008, 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	Absent
Commissioners	Jorge Olguin	Present
	Sarah Vinson	Present
	Bill Regner	Present

Staff:

Community Development Director	Sherry Bailey
GIS Planner	Guss Espolt
Administrative Assistant II	Vicki McReynolds

Others in Attendance: Memi Perkins-applicant.

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 June 26, 2008 and the Special Meeting Cancelled Minutes of July 3, 2008. Commissioner Olguin motioned to approve the Regular Meeting Minutes of June 26, 2008 and the Special Meeting Cancelled Minutes of July 3, 2008. Commissioner Vinson seconded the motion. The motion passed unanimously.

AGENDA ITEM: REPORTS:

The Chairperson moved the **Agenda Item: Reports** to follow the Public Hearing for this evening's meeting.

Chairperson's Report: Moved to follow the Public Hearing.

Staff Report: Moved to follow the Public Hearing.

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: PUBLIC HEARING: **Re-Zone 2007-28 from R1 to R2, from Sycamore View, Land Bankers Inc., Parcel #400-05009C, located at Main Street and Bonnaha Avenue.**

-Open Public Hearing: Chairperson Bayless opened the Public Hearing.

-Staff Report:

Background:

The applicant is requesting to rezone from the **R-1** to **R-2**. The applicant intends on developing eight (8) single family lots 9,690 sq. ft. in size. That is 310 sq. ft. less then the 10,000 sq. ft. required of R-1 zoning. *Zoning Code Chapter 3, Section 3-1 F, Minimum Lot Size: 10,000 square feet per single family dwelling unit. Chapter 3, Section 3-4 F.1. 1. 8,000 square feet per single family dwelling unit.*

General Plan:

Staff finds there is no need for a minor general plan amendment. The rezoning of **R-1** to **R-2** as proposed with lot sizes at 9,690 sq. ft. still falls under the 5 units per acre of low density residential criteria.

LR Low Residential Maximum of five (5) units per acre. (R1)

Allows for single-family development and would typically include subdivision neighborhoods with developed infrastructure, including roads and utilities.

MHR Medium High Residential Maximum of eleven (11) units per acre. (R2)

Intended to allow small apartments and townhouse residential developments configured with fourplex, triplex or duplex style housing on larger lots with adequate infrastructure available, including frontage on collector roadways.

Lot 7 appears to have a discrepancy in size compared to the other lots.

The measurements are as follows:

The back	$64.31 + 12.69 = 77.00$
The front	$65.58 + 19.02 = 84.60$
The R-side	120.00
The L-side	119.69

$80.08 \times 119.845 = 9,597.18$, this is in the parameter needed for the lot size of 9,690 sq. ft. plus / minus.

Staff Recommendations:

The property to the West of Bonnaha Ave. is zoned R-2, 8,000 sq. ft. minimum; two (2), three (3) and four (4) family dwelling units. The property to the East of the proposed Minor Subdivision is zoned R-1A, 5,000 sq. ft. minimum, Single family dwellings. The property adjacent to the proposed Minor Subdivision Sycamore View is 124' x 86'. The lots proposed are 120' x 80.75' ft. which are 4' shorter one direction and 5.25' ft. shorter the other direction.

The property facing South East is the Clarkdale Jerome Elementary School which schools approximately 415 students. There are 5 school busses and the drop off and pick up is directly in front of the proposed Minor Subdivision. The busses run 7:30 to 8:15 in the morning and also run at 2:30 to 4:30 in the evening. The C.A.T.S. Bus has 2 lines that work this area across from the proposed Sycamore View Minor Subdivision. The Catch a Ride that picks up every 52 minutes after the hour, The Blue Line, which picks up every 7 minutes after the hour Monday through Friday.

The property proposed for the Minor Subdivision has a social trail to the Yavapai Reservation. Sidewalks to be built will direct traffic to the corner of Main Street and Bonnaha Ave. The crosswalk light for the children of Clarkdale Jerome Elementary School on the Main Street and Bonnaha Ave. crossway should be part of the development agreement.

When taking photos for the staff report I was approached by Mr. Harris with concerns about the lot size changes. He feels the size reduction will affect his property values. The size differences proposed averages are 4' shorter one direction and 5.25' ft. shorter in the other direction. I encouraged him to be present at the public hearing on the 24th.

In the event of an approval of rezoning, the preliminary plat process is followed by an Administrative Review Board of the Subdivision Committee members. They will go over the criteria for the Minor Subdivision such as the sewer disposal, water supply, flood contours and measures to make sure all is in compliance with all requirements of the Arizona Department of Real Estate.

Planning Commission may approve the Sycamore View Re-Zoning as presented, approve with stipulations, or disapprove the application as filed.

Recommended Stipulations:

Staff recommends the Sycamore View Re-Zoning request be approved with the stipulations that they enter into a development agreement that states:

- (1) The sidewalks required will be extended to meet the existing side walk on the corner of Main Street and Sixteenth Street.
- (2) They must also meet the extension for water and sewer.
- (3) Design standards for off-street parking.
- (4) They are limited to single family homes.
- (5) The crosswalk light for the children of Clarkdale Jerome Elementary School on the Main Street and Bonnaha Ave. crossway should be part of the development agreement.

-Applicant Presentation: Memi Perkins explained the intent for the creation of a minor subdivision called Sycamore View. They would like to create 8 site-built home lots, all 9,690 square feet, on the north east corner of the intersection of Main Street and “F” Street (Bonnaha)-across the street from the Elementry School. The property is currently Zoned R-1. They are applying for a zoning change and minor subdivision approval at the same time. The lots would match the size and characteristic of the original historic subdivision of the Township of Clarkdale.

The applicant stated they understand the stipulations stated within the Staff Report, but asks to not have to comit to the sidewalk at this time.

-Invite Public to Speak:
None.

-Close Public Hearing: Chairperson Bayless closed the Public Hearing.

AGENDA ITEM: CONSIDERATION AND POSSIBLE ACTION: Re-Zone 2007-28 from R1 to R2, from Sycamore View, Land Bankers Inc., Parcel #400-05009C, located at Main Street and Bonnaha Avenue.

-Questions may be directed to Staff/Applicant: Following are responses to questions posed by the Board.

- Exhibit 1-map (that was provided in the Commissioner’s packets) was explained in further detail by the applicant and staff.
- The social trail utilized by the children to and from the elementary school was discussed.
- The crosswak where the children cross was discussed.
- To create continuity with the sidewalk addition is the objective.
- The Waiver of Rights and Remedies document was explained regarding the need for Mr. Conlin’s title and/or his capacity for Land Bankers, Inc. to be indicated.
- Once the Town receives the signed development agreement the stipulations stay the same. The only way it can be changed is to go back to Town Council.

-Discussion:

- Between this point with the Planning Commision and then to Town Council, a development agreement will go with this rezoning request.
- The Commissioners do not want to place undue burdon on someone trying to develop an area.
- Safety issues should always be addressed with all applications.
- When a rezone occurs, the development agreement accompanies it to Town Council. They base their decision upon the application, applicant presentation and public input.
- There was discussion regarding the required sidewalks to meet the existing sidewalk.

AGENDA ITEM: ACTION: Commissioner Regner motioned to approve the Re-Zone 2007-28 from R1 to R2, from Sycamore View, Land Bankers Inc., Parcel #400-05009C, located at Main Street and Bonnaha Avenue, as presented with the following Staff Stipulations:

1. A street light placed at the corner of Main Street and Bonnaha Ave. crossway should be part of the development agreement.
2. The sidewalks required will be extended to meet the existing side walk on the corner of Main Street and Sixteenth Street. Cost charging measures to be explored with the Town and existing homeowners.
3. They must also meet the extension for water and sewer.
4. Design standards for off-street parking.
5. They are limited to single family homes.

Commissioner Vinson seconded the motion. The motion passed with three in favor: Chairperson Bayless, Commissioner Regner and Commissioner Vinson and one abstained: Commissioner Olguin.

AGENDA ITEM: REPORTS:

Chairperson's Report: None.

Staff Report: The Community Development Director handed out a copy of an article from the Verde Independent regarding sales tax. Our sales tax in Clarkdale is significantly low. We need to put a revised effort in to the Economic Development Element of the General Plan. There will be joint meetings possibly with the Town Council and other Boards to participate in the Town's economic development. We need a solid plan for our future. A small Task Force needs to come in to play.

The Community Development Director shared Clarkdale Metal's continued commitment to work with the Town. The train and their tourism was discussed and their relationship with Clarkdale Metals for the future.

The Smart Growth Scorecard was handed out to the Commissioners outlining some changes. This is a "draft" copy where each town will rate themselves and it is due back by the first of the year. The Commissioners were asked to look at the draft and discuss at the next regular meeting.

AGENDA ITEM: FUTURE AGENDA ITEMS:

- Next Regular Meeting-August 28th-first half hour will be dedicated to the Smart Growth Scorecard
- Next Worksession-August 7th-“Create a Vision” with regards to Clarkdale Metals/Train/Cement Plant
- Commissioner Regner to provide an update on a conference he attended.

AGENDA ITEM: ADJOURNMENT: Commissioner Vinson motioned to adjourn the meeting. Commissioner Olguin seconded the motion. The motion passed unanimously. The meeting adjourned at 7:30 p.m.

APPROVED BY:

SUBMITTED BY:

Amy Bayless
Chairperson

Vicki McReynolds
Administrative Assistant II