

**MINUTES OF A SPECIAL MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON THURSDAY, NOVEMBER 19, 2009, IN THE TOWN HALL COMMUNITY ROOM, 39 N. NINTH STREET, CLARKDALE, AZ.**

A **SPECIAL** meeting of the Planning Commission of the Town of Clarkdale was held on Thursday, November 19, 2009 at 6:00 p.m., in the Town Hall Community Room, 39 N. Ninth Street, Clarkdale, AZ.

**Planning Commission:**

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

**Staff:**

Community Development Director	Sherry Bailey
Administrative Assistant	Vicki McReynolds

**Others In Attendance:** None.

**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 Joint Meeting Minutes of October 22, 2009** and the **Regular Meeting Minutes of October 22, 2009.** Commissioner Puzas **motioned to approve the Special Joint Meeting Minutes of October 22, 2009.** Commissioner Vinson **seconded the motion.** **The motion passed unanimously.** Commissioner Puzas **motioned to approve the Regular Meeting Minutes of October 22, 2009 with the following corrections: Chairperson to reflect Dave Puzas and Vice Chairperson to reflect Jorge Olguin.** Commissioner Vinson **seconded the motion.** **The motion passed unanimously.**

**AGENDA ITEM: REPORTS:**

**Chairperson's Report:** The Chairperson reported he attended the Sustainability Park meeting on November 14, 2009 here on the Town Complex. The meeting was well attended and it outlined a good platform to launch future meetings. The Scope of Work / Feasibility Study – Work Group will be the starting place for meetings in the future. The Chairperson has invited the Mayor and Town Manager to attend the Planning Commission's meeting in December to talk about the Clarkdale Sustainability Park.

**Staff Report:** None.

**AGENDA ITEM: PUBLIC COMMENT: There was no public comment.**

**NEW BUSINESS**

**AGENDA ITEM: DISCUSSION: Discussion of the Planning Commission's role this next year.**

The following areas were covered by the Commissioners:

- There is a strong need to prepare for the future and set the goals a little higher.
- The Commissioners need to keep in mind there is limited staff resources.
- What is the Planning Commission doing or not doing? Can some issues be dropped? (Again, keeping in mind staff resources).
- By utilizing the Clarkdale Sustainability Park Project, some issues may not need to be revisited.
- A master plan needs to be looked at, yet keeping a holistic approach.
- The Commissioners need to address, maintain and protect a "core of Clarkdale" while new projects grow.
- There needs to be solid answers regarding trucks, traffic and lighting if the Sustainability Park goes forward. The Park will dramatically change Clarkdale.
  
- An example of future possible standards to be looked at: Should new homes be required to have solar panels for hot water heaters? Can incentives be given? Possibly focus in the future on developing guidelines for developers through the Building Code.
- The Planning Commission needs to look at everything as a "whole" and the possible impacts, i.e., the General Plan - - Sustainability Park Project. It was noted the Park Project is coming on line.
- Other Boards and Commissions will be involved with changes that may come in the future.

**This being for discussion only, there were no actions taken.**

**AGENDA ITEM: DISCUSSION: Discuss the two General Plan focus groups that have not met and the possibility of the Planning Commission taking over their role.**

The Community Development Director stated the Housing and Community Design focus groups have not met. The Chairperson stated that staff is spread so thin, that the Planning Commission can take the lead and get the focus groups going. It was suggested to invite the two people who were originally interested in attending focus groups, to a worksession. The worksession would take place on the regular scheduled Planning Commission meeting night prior to their meeting. The Community Design Worksession will start in January 2010.

**ACTION: Vice Chairperson Regner motioned to have Commissioner Vinson represent the Planning Commission in the Regional Housing Task Force. Commissioner Puzas seconded the motion. The motion passed unanimously.**

**AGENDA ITEM: DISCUSSION & POSSIBLE ACTION:** Discuss the possibility of a change of the Planning Commission's regular meeting date or time. (Currently it is the fourth Thursday of each month at 6:00 p.m.).

**ACTION:** Vice Chairperson Regner motioned to change the Planning Commission's regular meeting date to the third Tuesday of the month. Vice Chairperson Regner amended the motion to state: the changed meeting day of the third Tuesday of the month will become effective January 19, 2010. Commissioner Puzas seconded the motion. The motion passed unanimously.

**AGENDA ITEM: DISCUSSION:** Reschedule December meeting.

**ACTION:** Commissioner Vinson motioned to reschedule the Regular Planning Commission meeting in December to a Special Meeting on Thursday, December 17, 2009 at 6:00 p.m in the Men's Lounge. Commissioner Puzas seconded the motion. The motion passed unanimously.

-Staff was given direction to note the reschedule date for December and post accordingly.

**AGENDA ITEM: DISCUSSION:** Recap of items on the agenda.

-December 17, 2009 will be a Special Meeting: The Mayor and Town Manager will talk to the Commissioners about the Clarkdale Sustainability Park.

-The Planning Commission will take over the Community Design focus group in the form of a worksession. The worksession will take place prior to regular scheduled meetings starting in January 2010.

-The regular scheduled Planning Commission meetings have been moved to the third Tuesday of the month at 6:00 p.m in the Men's Lounge starting in January 2010.

**AGENDA ITEM: FUTURE AGENDA ITEMS:**

-The Community Development Director will bring items for review about the Clarkdale Sustainability Park.

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

**APPROVED BY:**

**SUBMITTED BY:**

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**Jorge Olguin**  
Chairperson

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**Vicki McReynolds**  
Administrative Assistant