DRAFT

Planning Commission
April 20, 2010

MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON TUESDAY, APRIL 20, 2010, 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 Tuesday, April 20, 2010 at 6:00 p.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

Planning Commission:

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

Staff:

Community Development Director	Sherry Bailey
Administrative Assistant	Vicki McReynolds

Others In Attendence: Robyn Prud'homme-Bauer, (Christine Schwab was unable to attend the Focus Group meeting-but sent in comments).

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 March 16, 2010. Commissioner Puzas motioned to approve the revised Regular Meeting Minutes of March 16, 2010, as written. Vice Chairperson Regner seconded the motion. The motion passed unanimously.**

AGENDA ITEM: REPORTS:

Chairperson's Report: None.

Staff Report:
The Community Development Director reported the following to the Commissioners:
-The March 8, 2011 Election Timeline – Amended General Plan Adoption was handed out.
-June 7, 2010 – The General Plan Update Committee will have a special meeting to view the final draft of the General Plan.
-June 21, 2010- The General Plan Update Committee will have a joint meeting with the Planning Commission regarding the General Plan draft review. (Note: Commissioner Puzas will not be able to attend).

-July 19, 2010-The General Plan Update Committee will have a joint meeting with the Planing Commission to finalize the review of the General Plan draft.
-August 17, 2010- Planning Commission will have a public hearing regarding the General Plan.
-September 21, 2010-Planning Commission will make final changes to the General Plan.

-There will be four people interviewed on the first Monday and first Tuesday in May for the Planning Commission's two positions that need to be filled.

-The Vice Chairperson's last meeting with the Planning Commission will be in May.

-Keeping consistent with how other meeting packets are distributed, such as the Town Council, we will no longer be delivering them to the door. Staff will electronically send the meeting information to the Commissioners and a hardcopy will be brought to the meeting. For those who wish to pick them up, they can do so at the Community Development Department or the Library.

AGENDA ITEM: PUBLIC COMMENT: Robyn Prud'homme-Bauer stated she was happy to see the packet information being handled electronically. This saves time and money. She said the public should have access to all the information prior to meetings to be better informed. The Community Development Director said this will be taken care of.

NEW BUSINESS

AGENDA ITEM: DISCUSSION: FOCUS GROUP DISCUSSION:
The Chairperson reminded everyone that this will be the second meeting out of three that will take place regarding "Focus Group Discussion".

-Affordable Housing: The Community Development Director gave the following background information to the Focus Group:

For the past two years various agencies have been meeting to assess each community within the Verde Valley. Workforce housing is identified by at least one person in the household who is working, has no subsidizing and still can't afford to buy a home. An example of some people who fall in this category are, teachers, firemen, retail workers, office workers, with incomes less than $65,000.00 per year. Large employers have problems recruiting people due to housing costs. This is a Verde Valley wide problem which needs a joint approach to a possible solution. Section 8 Housing is handled through NACOG. From NACOG there are currently five certificates available in Clarkdale. The process to get increased certificates is extremely difficult. A certificate is a voucher that is taken to any rental complex or home providing the landlord is willing to accept a fair market price. This is paid direct to the landlord. The units must be inspected to meet certain criteria. A waiting list with NACOG only opens up every two years. At Census time it is re-evaluated. Once a person has a voucher for one year, they can move and take it with them. It can also be used towards a payment for a purchase of a home and locks it in for 15-20 years.

-The Town of Clarkdale's concern is what do we do with lower income people who do not make enough money to qualify as we move in to the new economic times?
-Several local Real Estate representatives are also trying to see how to close the gap.
-Housing Trust Funds have been looked at.
-CHODO has been looked at. This "acts like" a housing authority and is made up of various representatives who have access to a funding stream.
-Community Sustainability Bill – affordable housing was further explained by the Community Development Director where each municipality would come together as one housing authority. No private parties would be involved.

-Chapter One should reflect: Why do we want affordable housing and how do we accomplish this goal? What do we as a Town feel is our responsibility?

-For economic development purposes, the Town wants people to be able to afford to live "in the Town of Clarkdale".
-Keeping more people in the Town is easier on the infrastructure.
-More money spent closer to home is naturally desirable for any town.

-Employers need people who can live close to their jobs.
-Employers would benefit for recruitment purposes if there were more affordable housing within the Town.

-The Town needs to get with all the other communities to work together to address the issue of affordable housing along with how the current economy will impact the situation.

-Community Design

Community Sub-Group Areas
What are the defining design characteristics of each sub-group area?

Historic Industrial District
Elements to be incorporated into design are mixed use and utilitarian design. Industrial in approach. No wasted material or design elements. Brick and natural materials.

Downtown Central Business district
Brick elements, rounded corners. Adaptive reuse of structures. Historic look and feel. Form and function drove design. Soliciting the design evaluation of the State Architect would be helpful.

Note: The State Historic Preservation Office would be the source for design guidance on the Downtown Central Business District as well as the Upper Clarkdale bungalow area.

Peck's Lake Area
Unobtrusive with design reflecting the natural area context. Maximizing open space in this area important. Night sky and height restrictions based on natural contours important.

Note: It was suggested at this meeting to add "noise pollution" to this section.

Patio Park Area
Dense neighborhood. Small in scale. Community feel as opposed to individual importance. Eclectic architecture open to creativity.

Lower Clarkdale
Single family, affordable small in scale.

Note: It was suggested at this meeting to add "to retain the small bungalow design elements" to this section. Also add "Encourage low water use landscaping".

Upper Clarkdale
Goal here is to retain the small bungalow design elements.

Note: It was suggested at this meeting to add "Encourage low water use landscaping".

Central Residential and Open Space
Trails and connectivity are an import aspect of development. Focus on hillside containment and keeping development out of the washes. Smaller in scale.

Highway 89A Corridor
Clustering of businesses with connectivity part of the overall design. Accommodations for traffic. Transportation part of the intimate design package. Maintaining a lack of sign distortion. For development.

Foothills
Mixture of housing sizes. Lot sizes, acreage. Two story homes, connectivity important. Viewscape an important factor.

College Area
Incorporate the college's master plan and work from there.

Closing thoughts:

-Adaptive reuse needs to be looked at within the Town.

-The Focus Group feels we are a community with a strong sense of "place" as seen through its' character within the Town. This is a statement that the Town may want to strive towards. There needs to be a form of "connectivity" other than "event driven" connectivity throughout the year.

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This being for discussion only, there were NO actions taken. The Community Development Director will provide for the next meeting the Goals, Policies and Objectives for the two elements based on what was provided at this meeting and discussion by the members.

AGENDA ITEM: FUTURE AGENDA ITEMS:

-Conditional Use Permit Request / Public Hearing
-Littering / newspapers-flyers thrown in yards (what action needs to be taken or not?)
-Focus Group – third meeting wrap up

AGENDA ITEM: ADJOURNMENT: Commissioner Puzas motioned to adjourn the meeting. Commissioner Bayless seconded the motion. The motion passed unanimously. The meeting adjourned at 7:55 p.m.

APPROVED BY:

Jorge Olguin
Chairperson

SUBMITTED BY:

Vicki McReynolds
Administrative Assistant II