



**MINUTES OF A REGULAR MEETING
OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE
Tuesday, March 15, 2022, at 4:30 p.m.**

1. **CALL TO ORDER:** Chair de Blanc called the meeting to order at 4:30 p.m.
2. **ROLL CALL:**

Board Member	Present/Absent
Chair de Blanc	Present via Zoom
Commissioner Johnson	Present
Commissioner Andres	Present
Commissioner Kramer	Absent
Commissioner Jones	Present

Attending Staff
Community Development Director Ruth Mayday via Zoom
Senior Planner Tom Blanchard
Community Development Technician Guss Espolt

3. **PUBLIC COMMENT:** The public is invited to provide comments at this time. 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 comments to **FIVE MINUTES. HEARD**
4. **MINUTES**
 - a. Consideration of the Regular Meeting Minutes of January 18, 2022
Motion: Jones, Second: Andres. 4 ayes, 0 nays; approved with revisions.

Board Member	Ayes/Nays
Chair de Blanc	Aye
Commissioner Johnson	Aye
Commissioner Andres	Aye
Commissioner Kramer	Absent
Commissioner Jones	Aye

5. **REPORTS:**
 - A. Board Member Reports: NONE
 - B. Staff Member Reports: NONE

6. PUBLIC HEARINGS:

A. Application No. 093376 : Public Hearing: Preliminary Plat approval, The Plateau at Clarkdale: Pursuant to Chapter 12, Subdivision Regulations, Article 12-4-030 Preliminary Plat, conduct Public Hearing to take comment on the proposed preliminary condominium plat.

Director Ruth Mayday: presented a PowerPoint on the project overview of The Plateau at Clarkdale as follows:

Process:

Preliminary Condominium Plat - Planning Commission approves and forwards to Council with recommendations for approval.

Final Condominium Plat - Town Council Approval

Plat vs Condominium Plat : Plat - legal document that fixes the horizontal location of lots to subdivide land (Mountain Gate)

Condominium Plat - legal document that fixes the vertical and horizontal boundaries of units and common elements.

Housing and Parking:

- 52 Single Family units in 13 buildings/10.4 Dwelling Units per acre
- 13 - 1 Bed /1 Bath 864 sf 1 car garage
- 13 - 2 Bed /2 Bath 1174 sf 2 car garage
- 13 - 2 Bed /2 Bath 1253 sf 2 car garage
- 13 - 3 Bed /2 Bath 1476 sf 2 car garage
- Parking: 96 stalls required
 - 91 Garage stalls (CC&R's require use)
 - 22 Shared spaces
 - 113 Total stalls

Traffic /Trip Generation during Peak Hours : 19 trips AM / 17 trips PM

Zoning and Land Use:

Zoning:

- Commercial (C) Principal Permitted Uses: Residential uses including single family and multi-family residential.
- Overlay Plan: Arts and Entertainment District
- Focus Area Plan: Central Business District

General Plan:

- Central Business District: Mix of retail, office, and residential uses
- Protect and enhance uses historically found in downtowns
- Pedestrian friendly, entrepreneurial in nature, contribute to the historic sense of the area.

Project Graphics: Colored Building Elevations, Perspectives

Preliminary Condominium Plat: a general plan view of project features and layout for buildings, streets, parking, Landscaping, utilities, and fire protection. The historical stairs will be repaired to original historic character and incorporated into the project.

We did send this to Civil Tech in Prescott for their review.

Condominium Schematics - Condominium Unit Boundaries and Finished Floor Elevations:

1. Condominium Unit Boundaries show horizontal measurements of units
2. Finished Floor Elevations show vertical measurements

Typical Building Cross-Section shows vertical measurements interior height of 9 feet, for both first and second floor measured from finished floor to finished ceiling. Detailed Common Area measurements will be provided on the Final Condominium Plat.

- Housing units shown to be inside the Unit Boundaries
- Common Areas will be identified by track.
- Street and sidewalk will be dimensioned.

Staff Recommendation:

Staff recommends approval of the Preliminary Condominium Plat and to forward it to Town Council with a recommendation for approval, based on the following finding of fact and subject to the following stipulations:

- 1) The preliminary plat conforms with the requirements set forth in Chapter 12, Subdivision Regulations, Subsections 12-3-110 Condominium Development - Air Rights Planning and 12-4-030 Preliminary Plat, and A.R.S. Title 33 Property, Chapter 9 Condominiums.
- 2) The underlying use is in conformance with the Commercial (C) zoning district and development standards, as well as the standards set forth for the Arts and Entertainment District and Downtown Focus Area Plan.
- 3) The proposed use conforms with the Central Business District Land Use Designation of the 2022 General Plan.

Stipulations of approval:

- 1) Verify that there are no encroachments or easements on the site.
- 2) Include all vertical and horizontal boundaries with the dimensions for each structure and each unit.
- 3) Include dimensions for exterior walls and additional detail with building cross-section (e.g., 9' from finished floor to ceiling/bottom truss).
- 4) Identify units reserved for future subdivision, leasehold, or withdrawal as necessary.
- 5) Identify the location and dimensions of all limited common elements.
- 6) Designation of all commonly owned property, including that within buildings.
- 7) 2 ½ foot reduction of rear setback due to unusual topography of the parcel.
- 8) Include survey control data on cover sheet.
- 9) Include dimensions on common areas such as streets, driveways, and common parking areas.

Commission Questions:

Jones: Where does the private interior space begin and end?

Beckman: The interior airspace is measured vertically from floor to ceiling and horizontally drywall to drywall and everything outside of that is the common space.

Jones: Ruth, could we get verification on whether there will be 13-3-bedroom units?

Mayday: Yes, there will be 13- 3-bedroom units on the 1476 sf units.

Jones: A 3-bedroom unit may potentially have 3 cars, these 13-3-bedroom units may take away 13 of the 22 designated may be down to 9 `shared stall spaces.

Beckman: CC&R’s require 2 parking stalls per unit, the 22 shared spaces are for guests only.

Jones: Will the CC&R’s limit the ability of short-term rentals?

Beckman: My understanding is there will be no short-term rentals.

Andres: I have two questions; 1. Will this development be responsive to the community’s need for affordable housing? 2. Will you allow short-term rentals?

Lash: 1. The intent of this project is to create the right size unit to get to the affordability. What we’re doing at Mountain Gate for an average of \$500,000. We are trying to create the right sized unit to bring the cost down to around \$300,000, with small lots and units, but there is also the inflation of materials and labor that we can’t control our costs.

Andres: My concern is some of the units have steep topography, especially in the back yards of unit 5.

Beckman: We will be grading site down 6 feet and spreading out the building footprint, which is not shown on this site plan but is shown on the grading plan. Retaining wall height varies from 2-12 feet, with an average wall height of 6 feet. The tallest retaining wall is behind unit 5 and will be 12 feet at its highest point, tapering down to zero feet on the ends of the walls. There will be separate walls, not one continuous wall.

Chair deBlanc: Ruth, do you have anything to say regarding short-term rentals?

Director Ruth Mayday: The developer stated they have zero interest in having short term rentals and will provide that in the CC&R’s and subsequent buyers could not do short-term rentals per CC&R’s.

Chair de Blanc: People want to live here and work here and find a place to live. The people that live there is walking distance to downtown business, is great. My concern is parking. New condo owners should read the CC&R’s regarding the 2 parking spaces per unit and not able to use the guest parking, will be taking up parking spaces in the downtown.

Chair de Blanc: Public Comment Open

Jeanie Baird: Will the existing wall and stairwell be painted or keep its original concrete color?

Mayday: The wall will not be painted, it will stay unpainted concrete, to retain its historic character, the stairs will be fixed.

Chair de Blanc: Public Comment Closed

Motion, Andres: Approve the Preliminary Plat for The Plateau at Clarkdale, with the stipulation that CC&R’s state 90-day min rental. Second, Johnson 4 Ayes, 0 Nays; Motion approved as written

Board Member	Ayes/Nays
Chair de Blanc	Aye
Commissioner Johnson	Aye
Commissioner Andres	Aye
Commissioner Kramer	Absent
Commissioner Jones	Aye

7. NON-PUBLIC HEARING ACTION ITEMS

A. Election of Officers

Motion: Andres: I elect Johnson for Vice Chair. **Second:** Jones 4 Ayes, 0 Nays;
Motion approved

Board Member	Ayes/Nays
Chair de Blanc	Aye
Commissioner Johnson	Aye
Commissioner Andres	Aye
Commissioner Kramer	Absent
Commissioner Jones	Aye

Motion: Andres: I elect de Blanc for Chair. **Second:** Jones 4 Ayes, 0 Nays;
Motion approved

Board Member	Ayes/Nays
Chair de Blanc	Aye
Commissioner Johnson	Aye
Commissioner Andres	Aye
Commissioner Kramer	Absent
Commissioner Jones	Aye

8. DISCUSSION ITEMS:

Jones: If the Chair cannot be in the room, the Vice Chair needs to be in the room during the meeting. Ruth, is there a procedural ruling on this, or can we just do this as our own business?

Director Ruth Mayday: I don't think that's unrealistic.

9. FUTURE AGENDA ITEMS: None

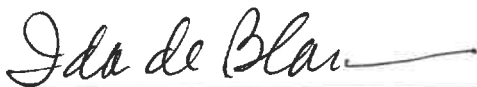
Chair deBlanc: Ruth, are there any future agenda items?

Director Ruth Mayday: Not at this time, we will bring the sign code back, but we have couple other things coming before that, so it will be on the back burner.

10. ADJOURNMENT:

Motion: Jones, **Second:** Andres, 4 ayes, 0 nays
The meeting adjourned at 5:19 pm

Board Member	Aye/Nays
Chair de Blanc	Aye
Commissioner Johnson	Aye
Commissioner Andres	Aye
Commissioner Kramer	Absent
Commissioner Jones	Aye



Ida de Blanc - Chair



Ruth Mayday, Community Dev. Director