



**SUMMARIZED MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION
OF THE TOWN OF CLARKDALE
TUESDAY, AUGUST 19, 2025 AT 4:30 PM**
(To listen to the full audio/video of the meeting,
please visit www.clarkdale.az.gov – agendas & minutes)

Members Present: *Chair de Blanc, Advisory member Johnson, Commissioner Spence, Commissioner Foutz.*

Members Absent: *Commissioner Conk, Commissioner Kelly.*

Other Municipal Officials Present: *Community Development Director & Assistant Town Manager, Ruth Mayday; Associate Planner, Britania Esparza; Community Development Technician, Guss Espolt.*

Audience: *Three members of the public were present.*

Zoom: *No members of the public were present.*

- 1. CALL TO ORDER** - *Chair de Blanc called the meeting to order at 4:30 p.m.*
- 2. ROLL CALL – Present:** *Chair de Blanc, Advisory member Johnson, Commissioner Spence, Commissioner Foutz. Absent:* *Commissioner Conk, Commissioner Kelly.*
- 3. PUBLIC COMMENT**
No public comment.

4. MINUTES

A. Approval of Minutes

Discuss, consider and act upon the draft minutes from the regular meeting held on July 15, 2025.

Motion: Approve the draft minutes from the regular meeting held on July 15, 2025.

First motion: *Spence* **Second:** *Johnson*

Approved 4-0

Board Member	Ayes/Nays
Chair de Blanc	Aye
Advisory Johnson	Aye
Commissioner Foutz	Aye
Commissioner Spence	Aye
Commissioner Conk	Absent

Commissioner Kelly	Absent
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5. NEW BUSINESS

A. Robert's Rules of Order

Town Attorney, Stephen Polk, provided a presentation and refresher update regarding Robert's Rules of Order.

B. Design Review Application - 924 Main Street

Discuss, consider and act upon application PC-250131 regarding design review for the property located at 924 Main Street.

Motion: *Approve the application PC-250131 regarding design review for the property located at 924 Main Street.*

First motion: *Spence* **Second:** *Foutz*

Approved 4-0

Board Member	Ayes/Nays
Chair de Blanc	Aye
Advisory Johnson	Aye
Commissioner Foutz	Aye
Commissioner Spence	Aye
Commissioner Conk	Absent
Commissioner Kelly	Absent

6. FUTURE AGENDA ITEMS

Planning Commission may propose items to be placed on a future agenda. This item is for discussion only. - Overview of Design Review legislature changes in September.

7. ADJOURNMENT 5:41 p.m.

Motion: *Motion to adjourn.*

First motion: *Foutz* **Second:** *Spence*

Approved 4-0

Board Member	Ayes/Nays
Chair de Blanc	Aye
Advisory Johnson	Aye
Commissioner Foutz	Aye
Commissioner Spence	Aye
Commissioner Conk	Absent
Commissioner Kelly	Absent

Chair de Blanc adjourned the meeting without objection at 5:41 p.m.

Signed by:

Ida de Blanc

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Ida Meri de Blanc, Chair

Signed by:

Scott Ellis

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Scott Ellis, Community Development Director