



**SUMMARIZED MINUTES OF A SPECIAL MEETING OF THE PLANNING COMMISSION
OF THE TOWN OF CLARKDALE**

TUESDAY, DECEMBER 3, 2024 AT 5:30 PM

(To listen to the full audio/video of the meeting,
please visit www.clarkdale.az.gov – agendas & minutes)

Members Present: *Chair Ida-Meri de Blanc, Vice Chair Carol Johnson, Commissioner Allen Spence, Commissioner Andrew Kelly.*

Members Absent: *Commissioner Joe Conk.*

Other municipal officials present: *HPC Commissioner Michael Lindner, Community Development Director & Assistant Town Manager, Ruth Mayday; Assistant Community Development Director, John Knight; Associate Planner, Britania Esparza; Community Development Technician, Guss Espolt.*

Audience: *Approximately ten members of the public were present.*

Zoom: *One member of the public was present on Zoom.*

1. Call to Order - *Chair de Blanc called the meeting to order at 5:30 p.m.*

2. Roll Call – *4- Present, Chair de Blanc, Vice Chair Johnson, Commissioner Spence, and Commissioner Kelly, 1- Absent, Commissioner Conk.*

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 November 19, 2024.

Motion: *Approve the draft minutes from the regular meeting held on Nov. 19, 2024.*

First motion: *Vice Chair Johnson* **Second:** *Commissioner Spence*

Approved 4-0

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

5. New Business

A. PUBLIC HEARING - Ordinance No. 424 - Adopting a Historic Preservation Ordinance

The Commission will hold a public hearing to take public comment on Ordinance No. 424 adding text amendments relating to the establishment of a Historic Preservation Ordinance to the Town Zoning Code. Adding definitions of words and terms to Chapter 2, Definitions and adding Article 3-170, Historic Preservation Ordinance, to Chapter 3, Zoning Districts, of the Town of Clarkdale Zoning Code.

Drake Meinke: Voiced his approval of the Town's proposed HPO, also shared his experience with other municipalities strategic plans.

Karen McClanahan: Expressed concerns about the Historic Preservation Ordinance language such as requirements, architecture terminology, and properties on the map.

Memi Perkins: Expressed the desire to not be involved in the Historic Preservation Ordinance.

Steve Lauman: Expressed that he does not see the Historic Preservation as the primary purpose of the ordinance.

B. ACTION - Ordinance No. 424 – Adopting a Historic Preservation Ordinance

Discuss, consider and act upon Ordinance No. 424 relating to the establishment of a Historic Preservation Ordinance to the Town Zoning Code. Adding definitions of words and terms to Chapter 2, Definitions and adding Article 3-170, Historic Preservation Ordinance, to Chapter 3, Zoning Districts, of the Town of Clarkdale Zoning Code.

Motion: Approval to move to Council for review, Ordinance No. 424 relating to the establishment of a Historic Preservation Ordinance to the Town Zoning Code. Adding definitions of words and terms to Chapter 2, Definitions and adding Article 3-170, Historic Preservation Ordinance, to Chapter 3, Zoning Districts, of the Town of Clarkdale Zoning Code. With added verbiage to make clear that the district boundaries do not denote whether you opt-in or opt-out, and clean up items that would be ambiguous.

First motion: Commissioner Kelly **Second:** Commissioner Johnson

Approved 4-0

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

6. Future Agenda Items

The Planning Commission may propose items to be placed on a future agenda. This item is for discussion only. Staff noted that beginning in January or February, Work Sessions will be scheduled with the Commission related to a Comprehensive Zoning Code update.

7. Adjournment – *Chair de Blanc adjourned the meeting without objection at 6:33 p.m.*

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

Signed by:



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Ida Meri de Blanc, Chair

Signed by:



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Scott Ellis, Community Development Director