NOTICE OF A REGULAR MEETING OF THE PLANNING COMMISSION
OF THE TOWN OF CLARKDALE
TUESDAY, JANUARY 17, 2023 AT 4:30 PM

In Person: Clark Memorial Clubhouse, 19 N. Ninth St., Clarkdale AZ
OR
Join Zoom Meeting
https://zoom.us/j/9554994085
Meeting ID:955 499 4085

Town of Clarkdale Vision

The Town of Clarkdale connects our unique history, proximity to the Verde River, and small-town charm to a future with a vibrant economy.
We cultivate an environment where residents and businesses can thrive; providing services and jobs for our residents and capitalizing upon tourism.
We sustainably enhance our infrastructure, support the arts and education, and develop recreational opportunities to create a bright future for our entire community.

PURSUANT TO A.R.S. §38-431.02, NOTICE IS HEREBY GIVEN that the Planning Commission will hold a Regular Meeting open to the public on Tuesday, January 17, 2023, at 4:30 PM at 19 N. Ninth Street, Clarkdale, Arizona, Clark Memorial Clubhouse, Men's Lounge. A quorum of Town Council members may be present at this meeting; however, they will not deliberate or take action on any items. All members of the public are welcome to attend.

ALL ITEMS ON THIS AGENDA ARE SCHEDULED FOR DISCUSSION AND POSSIBLE ACTION, UNLESS OTHERWISE NOTED.

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **PUBLIC COMMENT**
   The Planning Commission invites the public to provide comments at this time. Members of the Planning Commission may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01 (G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date. Persons interested in making comments on a specific agenda item are asked to complete a brief form and submit it to the Clerk or liaison during the meeting. Each Speaker is asked to limit their comments to five minutes.

4. MINUTES

A. Approval of Minutes

Discuss, consider and act upon the draft minutes from the regular meeting held on Oct. 18, 2022.

5. STAFF REPORTS

A. Broadway Road Improvement Update

Community Development Director Ruth Mayday will provide an update on the Broadway Road project.

B. Taawaki Inn Update

Community Development Director Ruth Mayday will provide an update on the site plans and construction plans for the Taawaki Inn.

C. Newstand Update

Community Development Director Ruth Mayday will provide an update on the progress of the Newstand on Main Street.

D. Plateau Update

Community Development Director Ruth Mayday will provide an update on the Plateau project.

6. ACTION ITEMS - NOT REQUIRING A PUBLIC HEARING

A. Selection of Chair

Discuss, consider and act upon the selection of a Chair for the Planning Commission.

B. Selection of Vice Chair

Discuss, consider and act upon the selection of a Vice Chair for the Planning Commission.

7. DISCUSSION ITEMS ONLY - NO ACTION TAKEN

A. Historic Preservation Ordinance: Role and Responsibilities of the Planning Commission.

Discussion only regarding the Historic Preservation Ordinance and the roles and responsibilities of the Planning Commission.

8. FUTURE AGENDA ITEMS

Planning Commission may propose items to be placed on a future agenda. This item is for discussion only.

9. ADJOURNMENT

Values

Values are the guiding principles that provide an organization with purpose and direction. The Town of Clarkdale's organizational values are:

COPPER

Customer focused
Open, transparent and equitable
Preserving our history, charm, and environment
Planning for a sustainable future
Economic and social resiliency
Resourceful and innovative

Mission

The Town of Clarkdale serves the community by providing amenities, infrastructure, services, and public safety to enhance quality of life. We are stewards of our history while we sustainably and resiliently plan for the future with an emphasis on community engagement and transparency.

Persons with a disability may request reasonable accommodations by contacting the Town Hall at (928) 639-2400 (TTY: 1-800-367-8939) at least 72 hours in advance of the meeting.

Staff Report

Item Number: 4.A.

Agenda Item: **Approval of Minutes**
Discuss, consider and act upon the draft minutes from the regular meeting held on Oct. 18, 2022.

Staff Contact: Tom Blanchard, Senior Planner

Meeting Date: January 17, 2023

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 – Preserve and celebrate Clarkdale's unique, complex history.

Background: Review of the draft minutes from the regular meeting held on Oct. 18, 2022.

Budget Impact: No budget impact.

Recommendation: Staff recommends approval of the draft minutes from the regular meeting held on Oct. 18, 2022.

MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE TUESDAY, OCTOBER 18, 2022 AT 4:00 PM

Members Present: *Tina Andres, Edward Arico, Ellen Taylor, Vice Chair Carol Johnson, Chair Ida de Blanc*

Other municipal officials present: *Community Development Director Ruth Mayday, Senior Planner Tom Blanchard, Community Development Technician Guss Espolt*

Audience: *Town Council Member Laura Jones*

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

2. **ROLL CALL –** *All members present.*

3. **PUBLIC COMMENT –** *Former Planning Commissioner Laura Jones thanked the Commissioners for their camaraderie and fellowship and being part of the commission and looks forward to working with the commission as a member of the Town Council.*

4. **MINUTES**

   A. Approval of Minutes

   Consider and act upon the minutes from the regular meeting held on July 19, 2022.

   Motion: *Approve the meeting minutes from July 19, 2022.*
   First motion: *Andres* **Second**: *Arico*
   Approved 5-0

Board Member	Ayes/Nays
Chair de Blanc	Aye
Commissioner Johnson	Aye
Commissioner Andres	Aye
Commissioner Arico	Aye
Ellen Taylor	Aye

5. STAFF REPORTS

A. Introduction of new Commissioner, Ellen Taylor

The Town Council appointed Ellen Taylor to the Planning Commission, replacing Laura Jones who is now on the Town Council. Ellen is a retired builder and was president of the Board of Art Students League. Ellen love's Clarkdale's friendly community and historic character and looks forward to her involvement with the commission and the community.

B. Updates on Radley Subdivision and Plateau at Clarkdale Condominium Plat

Community Development Director Ruth Mayday presented updates:

1. Radley Subdivision: Engineers are trying to define the APS easement and may possibly need to create a new easement.

2. The Plateau at Clarkdale: Expecting the final plat after details between the architects and engineers are resolved. The commission previously approved the preliminary plat and will not need to approve the final plat, since there will be no major changes in the plat configuration.

6. DISCUSSION ITEMS ONLY - NO ACTION TAKEN

A. Planning 101: Roles and Responsibilities of the Planning Commission

Presentation and discussion of planning and zoning documents, final development plans and approval processes.

Discussion of open meeting laws; commissioners may only discuss agenda items during a public meeting, to afford the public the opportunity to participate in the discussion.

7. FUTURE AGENDA ITEMS

A. How Clarkdale Gets Water: water adequacy, including the Gila River adjudication

8. ADJOURNMENT – *Chair Ida De Blanc adjourned the meeting without objection at 5:23 p.m.*

_____ _____

Ida Meri de Blanc, Chair Ruth Mayday, Community Development Director

Staff Report

Item Number: 6.A.

Agenda Item: **Selection of Chair**
Discuss, consider and act upon the selection of a Chair for the Planning Commission.

Staff Contact: Ruth Mayday, Community Development Director

Meeting Date: January 17, 2023

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 2 – Enhance the quality of life for residents, businesses, and visitors to Clarkdale.

Background: The roles of the Chair and Vice Chair generally rotate each year. Frequently, the position is based on seniority, but that is not a mandatory criterion. The willingness and ability of an individual to serve as the Chair or Vice Chair should be taken into consideration. The additional responsibilities of serving as Chair and Vice Chair may take extra time.

Responsibilities of the Chair:

- Preside at all official meetings of the Commission.
- Attend Town Council meetings as needed to represent the Commission.
- Sign correspondence on behalf of the Commission.
- Make the public feel welcome at meetings.
- Keep discussions orderly, focused, efficient, impersonal and fair.

Budget Impact: No budget impact.

Recommendation: Staff recommends the board select and vote to approve a Chair for the Planning Commission.

Staff Report

Item Number: 6.B.

Agenda Item: **Selection of Vice Chair**
Discuss, consider and act upon the selection of a Vice Chair for the Planning Commission.

Staff Contact: Ruth Mayday, Community Development Director

Meeting Date: January 17, 2023

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 2 – Enhance the quality of life for residents, businesses, and visitors to Clarkdale.

Background: The roles of the Chair and Vice Chair generally rotate each year. Frequently, the position is based on seniority, but that is not a mandatory criterion. The willingness and ability of an individual to serve as the Chair or Vice Chair should be taken into consideration. The additional responsibilities of serving as Chair and Vice Chair may take extra time.

Responsibilities of the Vice Chair in the absence of the Chair:

- Preside at all official meetings of the Commission.
- Attend Town Council meetings as needed to represent the Commission.
- Sign correspondence on behalf of the Commission.
- Make the public feel welcome at meetings.
- Keep discussions orderly, focused, efficient, impersonal and fair.

Budget Impact: No budget impact.

Recommendation: Staff recommends the board select and vote on a Vice Chair for the Planning Commission.