



**NOTICE OF A REGULAR MEETING OF THE ZONING CODE UPDATE CITIZEN ADVISORY
COMMITTEE
OF THE TOWN OF CLARKDALE
TUESDAY, MARCH 18, 2025 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

Unless otherwise stated, the public will have physical access to the meeting place 15 minutes prior to the start of the meeting.

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 Zoning Code Update Citizen Advisory Committee will hold a Regular Meeting open to the public on Tuesday, March 18, 2025, 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 Zoning Code Update Citizen Advisory Committee invites the public to provide comments at this time. Members of the Zoning Code Update Citizen Advisory Committee may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01, 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. INTRODUCTIONS

A. Introduction of Staff and Commissioners

5. NEW BUSINESS

A. Chairperson Selection

Discuss, consider and act upon the selection of a new Chairperson for the Zoning Code Update Citizen Advisory Committee.

B. Vice Chairperson Selection

Discuss, consider and act upon the selection of a new Vice Chairperson for the Zoning Code Update Citizen Advisory Committee.

6. DISCUSSION ITEMS ONLY - NO ACTION TAKEN

A. Planning and Zoning Boot Camp

B. Chapters 1 and 4 of Zoning Code Handout

7. FUTURE AGENDA ITEMS

Zoning Code Update Citizen Advisory Committee may propose items to be placed on a future agenda. This item is for discussion only.

A. Review and discussion of Chapters 1 and 4.

B. Chapter 6 Handout

8. 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: 5.A.

Agenda Item:**Chairperson Selection**

Discuss, consider and act upon the selection of a new Chairperson for the Zoning Code Update Citizen Advisory Committee.

Staff Contact:

Ruth Mayday, Assistant Town Manager/Community Development Director

Meeting Date:

March 18, 2025

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.
- Goal Area 3 – Enhance the quality and availability of parks, recreation and cultural opportunities.

Background:

Each year the Commission as a whole selects a chairperson for the group.

The role of the Chairperson is:

- Ensure that meetings operate efficiently, and that decorum is maintained.
- Work closely with the staff liaison to develop agendas and review the requested agenda items.
- Ensure that the meetings are run as closely as practical by Robert's Rules of Order and that they move along without delay.
- Be open enough to allow individuals to speak without being unfairly restrictive.
- Make sure that items that are not on the agenda are not discussed.
- See that the Commission considers the major issues and does not become sidetracked by insignificant concerns.
- Attempt to educate the public as to the process and policies of the Town.
- Attempt to bridge the differences that may exist among the opinions of the Commissioners to reach a consensus.
- Build an atmosphere where it is okay to disagree, as long as you are not disagreeable.
- Be the last representative to give his/her opinion after all others have

spoken.

Budget Impact: No budget impact.

Recommendation: Staff recommends that the Commission select a Chair for the Zoning Code Update Citizen Advisory Committee.



Staff Report

Item Number: 5.B.

Agenda Item: **Vice Chairperson Selection**
Discuss, consider and act upon the selection of a new Vice Chairperson for the Zoning Code Update Citizen Advisory Committee.

Staff Contact: Ruth Mayday, Assistant Town Manager/Community Development Director

Meeting Date: March 18, 2025

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.
- Goal Area 3 – Enhance the quality and availability of parks, recreation and cultural opportunities.

Background: Each year the Commission selects a Vice Chairperson. The Vice Chairperson's role is to complete the tasks of the Chairperson if they are not available.

The role of the Chairperson is:

- Ensure that meetings operate efficiently, and that decorum is maintained.
- Work closely with the staff liaison to develop agendas and review the requested agenda items.
- Ensure that the meetings are run as closely as practical by Robert's Rules of Order and that they move along without delay.
- Be open enough to allow individuals to speak without being unfairly restrictive.
- Make sure that items that are not on the agenda are not discussed.
- See that the Commission considers the major issues and does not become sidetracked by insignificant concerns.
- Attempt to educate the public as to the process and policies of the Town.
- Attempt to bridge the differences that may exist among the opinions of the Commissioners to reach a consensus.
- Build an atmosphere where it is okay to disagree, as long as you are not disagreeable.
- Be the last representative to give his/her opinion after all others have

spoken.

Budget Impact: No budget impact.

Recommendation: Staff recommends that the Commission select a new Vice Chair for the Zoning Code Update Citizen Advisory Committee.



Staff Report

Item Number: 7.A.

Agenda Item: **Review and discussion of Chapters 1 and 4.**

Staff Contact:

Meeting Date: March 18, 2025

Strategic Goal:

- Goal Area 1 – Preserve and celebrate Clarkdale’s unique, complex history.
- Goal Area 2 – Enhance the quality of life for residents, businesses, and visitors to Clarkdale.
- Goal Area 3 – Enhance the quality and availability of parks, recreation and cultural opportunities.
- Goal Area 4 – Strengthen and diversify our economy through cultivating a business-friendly climate for business attraction and strategically capitalizing upon tourism.
- Goal Area 5 – Plan for the maintenance and growth of quality infrastructure that is sustainable and resilient.
- Goal Area 6 – Strategically invest in organizational development to enhance efficiency and service delivery and to attract and retain an exemplary workforce.

Background:

Budget Impact:

Recommendation:



Staff Report

Item Number: 7.B.

Agenda Item: Chapter 6 Handout

Staff Contact:

Meeting Date: March 18, 2025

Strategic Goal:

- Goal Area 1 – Preserve and celebrate Clarkdale’s unique, complex history.
- Goal Area 2 – Enhance the quality of life for residents, businesses, and visitors to Clarkdale.
- Goal Area 3 – Enhance the quality and availability of parks, recreation and cultural opportunities.
- Goal Area 4 – Strengthen and diversify our economy through cultivating a business-friendly climate for business attraction and strategically capitalizing upon tourism.
- Goal Area 5 – Plan for the maintenance and growth of quality infrastructure that is sustainable and resilient.
- Goal Area 6 – Strategically invest in organizational development to enhance efficiency and service delivery and to attract and retain an exemplary workforce.

Background:

Budget Impact:

Recommendation: