

*Design Review Board  
February 2, 2011*

**MINUTES OF A SPECIAL MEETING OF THE DESIGN REVIEW BOARD OF THE TOWN OF CLARKDALE HELD ON WEDNESDAY, FEBRUARY 2, 2011, AT 6:00 P.M. IN THE MEN'S LOUNGE OF THE CLARK MEMORIAL CLUBHOUSE, 19 N. NINTH STREET, CLARKDALE, AZ.**

A **Special Meeting** of the Design Review Board of the Town of Clarkdale was held on Wednesday, February 2, 2011, at 6:00 p.m. in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

**BOARD MEMBERS:**

Chairperson	Marsha Foutz	Present
Vice Chair	Robyn Prud'homme-Bauer	Present
Board Members	Michelle Hayman	Absent
	Suzanne Lee	Absent
	Phil Falbo	Present

**STAFF:**

Community Development Director	Sherry Bailey
GIS/Planner	Guss Espolt
Building Official	Paul Grasso

**Others In Attendance:** John Diets- Building Committee Chairman, Reynold Radoccia – Architect (Spirit of Joy Lutheran Church).

**AGENDA ITEM: CALL TO ORDER:** The Chairperson called the meeting to order at 6 p.m.

**AGENDA ITEM: ROLL CALL:** The GIS/Planner called roll.

**AGENDA ITEM: MINUTES:** Consideration of the **Special Meeting Minutes of December 16, 2010**. Vice Chairperson Prud'homme-Bauer motioned to approve the Special Meeting Minutes of December 16, 2010. Chairperson Foutz seconded the motion. The motion passed unanimously.

**AGENDA ITEM: REPORTS:**

**Chairperson's Report:** None.

**Staff Report:** On future agendas, any Board Member is invited to do a report to the group under what used to be the Chairperson's Report.

**AGENDA ITEM: PUBLIC COMMENT:** The public is invited to provide comments at this time on items that are not on this agenda. 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 his or her comment to FIVE minutes. **There was no public comment.**

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**NEW BUSINESS:**

**AGENDA ITEM: WELCOME NEW BOARD MEMBER:** The Board welcomed Phil Falbo as the newest member to the Design Review Board.

**AGENDA ITEM: PUBLIC HEARING:** Site Plan Review-SPR#090371, Spirit of Joy Lutheran Church, Parcel #406-29-070A, 330 Scenic Drive.

**-Staff Report: Provided by the Community Development Director. The Building Official, Paul Grasso did the traffic and circulation for the parking, access and egress and sidewalks and a 4 way stop requested by the surrounding property owners. Guss Espolt, GIS/Planner, addressed the landscaping and lighting issues. Utilities are available. Rain water harvesting will be done. There will be a 5,000 gallon tank underground.**

**Background:**

The applicants have submitted an application for Site Plan Review for an 8,600 sq. ft. religious worship complex at 330 Scenic Drive. The church has been working on this project for a number of years. They have held a Conditional Use Permit for a church within a residential zone off and on for 10 years at this site. On July 13, 2010 the Clarkdale Town Council approved a one year Conditional Use Permit for the Spirit of Joy Church with the following conditions:

1. That the Church be consistent with the General Plan.
2. Sanitary waste improvements are required.
3. Street and/or sidewalk improvements are required to meet the Town's standards.
4. Fire protection measures are required by ordinance.
5. Utility service improvements shall be provided.
6. Amount, type and location of outdoor lighting and signage will be required to adhere to the lighting code.
7. Off-street parking area, aisles and access drives shall be designed and constructed so as to provide a durable, dustless surface that will be reviewed as part of the site plan review
8. Storm drainage improvements, based on a drainage report prepared by a licensed engineer and approved by the Town Engineer.
9. Water service improvements as required.
10. Hours of operation. The building will be open consistent with the intended use.
11. Access provided along Scenic Drive and Old Jerome Highway.
12. Landscaping shall meet the Town of Clarkdale's landscaping standards.
13. Compliance with applicable Federal, State and Local regulations will be required.
14. The maximum height will not exceed thirty five feet (35').
15. All current Town of Clarkdale building codes will be met.
16. Signage must be approved by the Town of Clarkdale Design Review Board.

**As we proceed through the Site Plan Review, staff will be referencing the adopted conditions.**

The site plan before you meets the needs of a congregation of 125 to 150. Space on the site plan has been provided for future expansion. The predominate use is Sunday service in the sanctuary with smaller classrooms provided for Bible study, a fellowship hall for special events and gatherings that contains a minor kitchen area, a children's area with a play yard and a central enclosed courtyard for outdoor services, special events and gatherings. A staff office area is also provided.

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Site Plan Review

Section 17-W-A-(4)(5) under **APPLICABILITY OF REVIEW** calls for site plan review when “*The establishment of a new commercial or industrial use even if no buildings or structures are proposed, including uses such as gravel pits, cemeteries, golf courses, and other nonstructural commercial or industrial uses or the construction or expansion of paved areas or other impervious surfaces, including walkways, access drives, and parking lots involving an area of more than two thousand five hundred (2,500) square feet.*”

Staff requests that the Design Review Board review the application in accordance with the Approval Standards and Criteria outlined in Chapter 11 and zoning requirements in chapter 3.

1. **Utilization of the Site:** *The plan must reflect the natural capabilities of the site to support development. Environmentally sensitive areas must be maintained and preserved.*

This site is zoned R-1 Residential, which requires a conditional use permit for a church. This permit was obtained by the church with the Town council approval on July 13, 2010.

The lot coverage is well within the town requirements with 46,820 sq. ft. of coverage by buildings, asphalt, parking area and landscaping. The total lot size is just under 5 acres. That puts lot coverage at 20% with 40% being the maximum residential lot coverage requirement. The wash on the north of the property has a 100 year flood line that is not encroached by building placement but does contain a portion of the DG driveway and part of the purposed walkway and respite area associated with the columbarium. In review by the County Flood Control Office/Development Services there is not a problem with those uses within the floodplain. Most of the site remains untouched and covered with natural desert vegetation.

**Building Placement and View Protection:** *The site design should avoid creating a building surrounded by a parking lot. In urban, built-up areas and in villages, buildings should be placed close to the street, in conformance with existing, adjacent setbacks. Parking should be to the side or preferably in the back.*

The applicant has proposed a building complex that meets the Town Council’s requested placement on the site in order to minimally impact the adjoining neighbor’s view shed. The building complex is located to the north east of the lot, near the wash and closer to the commercially zoned property than the residentially zoned property. The parking is provided in front of the church with natural vegetation and landscaping along the street view to buffer the residential area.

**Building Entrances:** *The main entrance to the building should be oriented to the street unless the parking layout or the grouping of the buildings justifies another approach, and should be clearly identifies as such through building and site design, landscaping, and/or signage.*

The building entrance encourages a direct approach from the parking area or through the drop off circulation area into the building complex. It is a well-defined arched entrance with the church name on the face of the arch. The landscaping and entrance features direct the public to the interior of the complex.

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**Building Orientation/Scale:** *New buildings within a built-up area should be compatible with the neighborhood such that they reflect the overall bulk, square footage, dimensions, placement of the building on the lot, and rhythm of buildings and spaces along the street. The visual impact of a building shall be measured by its relationship to other buildings on the lot, design of the front of the building, and the rhythm of buildings and open spaces along the street.*

The overall building complex presentation is nicely proportioned for a religious grouping and sets a standard for future commercial uses. The applicant has oriented the smaller use buildings in order to place solar facilities on the roofs and to maximize the southern exposure. The overall sanctuary design is low profile in keeping with the adjoining residential area with the highest roof point being only 23 ft. in height. The proposed 23 ft. is well below the 35 ft. the church was restricted to by the granting of the CUP. The mass and scale of this facility blends well with the adjoining residential neighborhood.

**2. Traffic Access & Parking**

**Adequacy of the Road System and Access into the Site.** *Vehicular access to the site must be on roads that have adequate capacity to accommodate the additional traffic generated by the development.*

The project is located at the N.W. corner of Old Jerome Highway and Scenic Drive. The main entrance is oriented towards Scenic Drive.

When Scenic Drive was constructed it was built wider than the normal paving area for a residential collector. This allows for an informal right turn in lane. All required curb and gutter is already in place on the Scenic and Old Jerome Highway frontages. Using both streets for access spreads the access pressure for the high traffic use Sunday periods.

**Access way Location and Spacing:** *Private access ways in or out of a development must be separated by a minimum of one hundred twenty (120) feet where possible.*

The property owners have designed 2 separate Entrances/ Exits. One located at Scenic Drive, the other on Old Jerome Highway. Staff is recommending adding a **stipulation:** Constructing a third ingress/egress route to Cheylon Canyon Drive, will make entering and exiting the property less congested as the church membership grows.

**Internal Vehicular Circulation:** *Nonresidential projects that will be served by delivery vehicles must provide a clear route for such vehicles with appropriate geometric design to allow turning and backing for a minimum of 40 foot wheelbase vehicles. Clear routes of access must be provided and maintained for emergency vehicles to and around buildings and must be posted with appropriate signage (fire lane -no parking). The layout and design of parking areas must provide for safe and convenient circulation of vehicles throughout the lot.*

The site has been designed utilizing the standards required by the Town. All service entrances will accommodate a 40' wheelbase vehicle including the dumpster area for sanitation truck access. All fire lanes have been reviewed and approved by the Clarkdale Fire District.

**3. Pedestrian Access**

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The sidewalks are on Scenic Drive and Old Jerome Highway, terminating at the driveway access. The applicant is not proposing to continue the sidewalk beyond the drive since it is adjacent to the wash. Since the low water crossing makes having a sidewalk impossible to construct through that crossing stopping the sidewalk at this point made sense.

The applicant has asked the Town to consider putting a four way stop at Scenic Drive and Old Jerome Highway because so many of the people in that area walk and traffic moves quickly down OJH. As the commercial area and the church develop it will generate more pedestrian traffic and crossing OJH will become more difficult. The Public Works Department intends on taking traffic counts at that intersection to study the request.

The church and PTM have entered into an agreement that allows PTM to continue their trail/pathway along the wash line through the church property. The church in turn will modify their walking path/respice area to blend in with the PTM trail. We will then have a continuous trail from the lower Highlands development and the commercial area through the church property over to the residential property to the north. This will facilitate easy pedestrian movement along the wash area to the commercial and residential areas. This will be a nice trail component through the natural area.

4. **Storm water Management.** *Adequate provisions must be made for the collection and disposal of all storm water that runs off proposed streets, parking areas, roofs, and other surfaces through a storm water drainage system and maintenance plan, which must not have adverse impacts on abutting or downstream properties. The applicant must demonstrate that on- and off-site downstream channel or system capacity is sufficient to carry the flow without adverse effects, including but not limited to, flooding and erosion of downstream or adjoining properties, or the developer will be responsible for whatever improvements are needed to provide the required increase in capacity and/or mitigation.*

There is a proposed detention basin on site in the low area at the southeast corner of the lot. Storm water calculations will be reviewed at the building permit stage to ensure that adequate provisions have been made.

The applicant also intends to have a rainwater harvesting/collection system to be used to water the landscape.

5. **Erosion Control**

*An erosion control plan will be required at the construction stage. Construction management best practices will be required for dust control and control of storm water run off as part of the SPR plan stipulations.*

6. **Water Supply**

Town water is available.

7. **Sewage Disposal**

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*The building will be connected to Town of Clarkdale sewer through the adjoining subdivision development at The Highlands. Once the sewer main is constructed from The Highlands to Lisa Street the Town has taken into consideration the sewer needs of the Spirit of Joy Church and adequate capacity is available at the town wastewater treatment facility.*

### **8. Utilities**

Utilities are available to the site.

**9. Natural Features:** *Site preparation is to be conducted with minimal disturbance to existing vegetation. Stripped topsoil is to be piled and reused on the site where needed. A minimum of 4 inches of topsoil is to be placed on the disturbed area. The site shall be adequately landscaped.*

Those areas not needed to be disturbed will remain as open space areas. The church and PTM have entered into an agreement that allows PTM to continue their trail/pathway along the wash line through the church property. The church in turn will modify their walking path/respice area to blend in with the PTM trail. We will then have a continuous trail from the lower Highlands development and the commercial area through the church property over to the residential property to the north. This will facilitate easy pedestrian movement along the wash area to the commercial and residential areas. This will be a nice trail component through this natural area.

**10. Groundwater Protection:** *Groundwater protection: the proposed site development and use must not adversely impact either the quality or quantity of groundwater available to abutting properties or to public water supply systems.*

The parking lot is the only area of any possible concern and the use of the retention basin will allow any settlement of vehicle fluids might be washed off the parking lot area.

**11. Water Quality Protection:** *All storage facilities for fuel, chemicals, chemical or industrial wastes, and biodegradable raw materials, must meet the standards of the Arizona Department of Environmental Quality (ADEQ) and the State Fire Marshall's Office.*

Runoff must remain on site until released according to approved drainage control plan.

**12. Hazardous, Special and Radioactive Materials:** *The handling and use of all materials identified by the standards of a federal or state agency as hazardous, special or radioactive must be done in accordance with the standards of these agencies.*

Staff anticipates there will be no materials of concern with this use.

### **13. Solid Waste Management**

The dumpster is located to the back of the church complex. Access to that area is off a DG driveway. A hammerhead turnaround area will be provided for the sanitation truck.

### **14. Historic and Archaeological Resources**

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There is no historic or archaeological resource report on file for this property.

**15. Floodplain Management**

This property is adjacent to and includes property within the 100 year floodplain. However, no structures are proposed that would encroach on the floodplain and that would require special construction. The driveway and walkway both are allowed uses within the 100 year floodplain. The Yavapai County Development Services office has reviewed the site plan and has no issues with what is proposed.

**16. Exterior Lighting:** *All exterior lighting, except security lighting, must be turned off between 10 p.m. and 6 a.m. unless located on the site of a commercial or industrial use that is open for business during that period.*

Staff has proposed a stipulation that would require conformance with the Town code. Any exterior lighting on the buildings will have to be fully shielded as shown in the accompanying information.

**17. Buffering/Landscaping**

A landscaping plan is shown on the proposed site plan. The plants listed all meet the Town Landscape plant list or are recognized as being low water use plants and are appropriate for this zone and elevation. Five plants are not on our Zoning Code approved plant list but meet the Town criteria. Staff is adding a **stipulation** that the (2) two (Texas Mountain Laurel) trees, (1) one in the parking area and (1) one at the east entrance, with seeds that if ingested are poisonous, be replaced by another tree type.

**19. Noise**

*With the enclosed courtyard design any outdoor services or events that could be noise producing will be contained within a natural noise buffer area.*

**20. Storage Materials**

Any materials must be stored on site in an enclosed area.

**Recommendation**

**Staff recommends the following stipulations if the Board approves the site plan:**

- 1. The applicant submit to the Community Development Department for review and approval, prior to the issuance of a building permit for the building expansion,**
  - a. A detailed, grading plan and storm water prevention plan that specifically addresses site erosion and run off management during construction.**

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- b. Engineering for use of the detention basin constructed by PTM on the adjoining open space. Included in the engineering is any expansion required to accommodate the water from the church site.
2. The applicant will not disturb any open space area that can be avoided as they proceed with construction of the project.
  3. All exterior lighting must meet the Town of Clarkdale lighting codes and all but security lighting will be required to be off during the hours of 10:00 p.m. to 6:00 a.m unless there is an evening event that necessitates extension of these hours.
  4. The (2) two (Texas Mountain Laurel) trees, (1) one in the parking area and (1) one at the east entrance, with seeds that if ingested are poisonous, be replaced by another tree type.
  5. Construction management best practices will be required for dust control and control of dust for the overflow parking area.
  6. Construction of a third ingress/egress route to Chevelon Canyon Drive.
  7. A sign program application to the Design Review Board will be submitted for the church at a later date.
  8. That all conditions of the Conditional Use Permit are fulfilled.

**-Applicant Presentation:**

Reynold Raddocia, the Architect, presented their design through a power point presentation. The site plan meets the needs of a congregation of 125 to 150 people and provides for the set backs requested by the Town Council in the CUP issuance. There will be paved parking for 50 cars with an overflow for an additional 50 cars. More ADA parking will be provided – for a total of 11. The sidewalk to the front entrance connects with the street sidewalk. The main entrance is oriented to Scenic Drive. There will be four lighting poles in the parking area. Future sanctuary expansion area is provided. There will be future expansion area for daycare and classrooms with play area. A DG walkway will be provided to the columbarium and respite area. The walkway easement for the Highlands will be surveyed. The gas and electric will come from OJH. The water and sewer will come from an easement from PTM-(The Highlands) at Chevelon Canyon Dr.

**-Open Public Hearing:** The Chairperson opened the Public Hearing.

**-Invite Public to Speak:**

-Janet Webber asked if the 5 ft. walkway is for pedestrians only. The Community Development Director stated it is intended to be that.

-Ms. Brown, church landscape architect, stated the street trees are 20 feet high and spaced so that they can be seen through. They are spread 20 ft. to 25 ft. apart.

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**-Close Public Hearing:** The Chairperson closed the Public Hearing.

**AGENDA ITEM: DISCUSSION & POSSIBLE ACTION:** Site Plan Review-SPR#090371, Spirit of Joy Lutheran Church, Parcel #406-29-070A, 330 Scenic Drive.

**-Questions may be directed to Staff / Applicant: Following are highlights:**

-The Board believes the design is keeping with the existing neighborhood. The design is not overpowering, it is tasteful and well thought out.

-The need for a 360 degree fire access was brought up in the conversation.

-The building will be sprinkled (the need is not necessary). Fire monitoring will be required.

-Existing vegetation will be protected as much as possible. A requirement of the General Contractor will be, if disturbed, the area will have to be re-vegetated back to existing vegetation.

-The parking area will have shade relief.

-The weeds in the overflow area will be handled by the congregation.

**-ACTION:** Vice Chairperson Prud'homme-Bauer motioned to approve Site Plan Review-SPR#090371, Spirit of Joy Lutheran Church, Parcel #406-29-070A, 330 Scenic Drive with the following stipulations:

1. The applicant submit to the Community Development Department for review and approval, prior to the issuance of a building permit for the building expansion,
  - a. A detailed, grading plan and storm water prevention plan that specifically addresses site erosion and run off management during construction.
  - b. Engineering for use of the detention basin constructed by PTM on the adjoining open space. Included in the engineering is any expansion required to accommodate the water from the church site.
2. The applicant will not disturb any open space area that can be avoided as they proceed with construction of the project.
3. All exterior lighting must meet the Town of Clarkdale lighting codes and all but security lighting will be required to be off during the hours of 10:00 p.m. to 6:00 a.m unless there is an evening event that necessitates extension of these hours.
4. The (2) two (Texas Mountain Laurel) trees, (1) one in the parking area and (1) one at the east entrance, with seeds that if ingested are poisonous, be replaced by another tree type.
5. Construction management best practices will be required for dust control and control of dust for the overflow parking area.

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6. Construction of a third ingress/egress route to Cheylon Canyon Drive.
7. A sign program application to the Design Review Board will be submitted for the church at a later date.
8. That all conditions of the Conditional Use Permit are fulfilled.
9. A DG pathway will be built along Old Jerome Highway between the exit driveway onto OJH and the Highlands pathway along the wash. They will connect.

Board Member Falbo seconded the motion. The motion passed unanimously.

**AGENDA ITEM: PUBLIC HEARING:** Design Review-DRB#090370, Spirit of Joy Lutheran Church, Parcel #406-29-070A, 330 Scenic Drive.

**-Staff Report:**

**Background:**

The applicants have submitted an application for Design Review for an 8,600 sq. ft. religious worship complex at 330 Scenic Drive. The site plan before you meets the needs of their building committee for a congregation of 125 to 150. Space on the site plan has been provided for future expansion. The predominate use is Sunday service in the sanctuary with smaller classrooms provided for Bible study, a fellowship hall for special events and gatherings that contains a minor kitchen area, a children's area with a play yard and a central enclosed courtyard for outdoor services. A staff office area is also provided.

**Design Review**

As stated in the Town Code, the purpose of the Design Review Board "Is to review the exterior design of proposed new buildings, proposed alterations to buildings and major development or redevelopment projects which do not include new buildings within the Town of Clarkdale, in order to insure that new development or redevelopment is compatible with the surrounding environment, ant top preserve and protect the integrity and character of the Town of Clarkdale, as applicable." (Section 11-1-4) The criteria listed below are the standard by which proposed building design is evaluated.

1. **ARCHITECTURAL MERIT:** The architecture and design shall be visually compatible with the buildings, structures and places to which it is related.

The Spirit of Joy Lutheran Church is a low profile set of buildings, smaller in mass which is in keeping with the adjoining residential district. The building design is similar to the home designs in the area and provides a good transition from the residential to the commercial area to the east.

2. **PROPORTION:** The relationship of the width of the building or structure to its height shall be visually compatible with the buildings, structures and places to which it is related or shall be maintained as original whenever feasible.

The sanctuary which is the tallest building, is comparable to the adjoining residential structures in that it is only 23 ft. high at the tallest point. There is a good balance with the size of the buildings and their height.

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3. **OPENINGS**: The relationship of the width of the windows and doors, to the height of windows and doors in the building shall be visually compatible with buildings, structures and places to which it is related.

The openings are well proportioned for the low profile of the buildings and the significant overhanging roof features. It presents a pleasing grouping. The sanctuary window is large enough to utilize the views but is not an overbearing presentation on the building face.

4. **PATTERN**: The relationships of solids to voids in a facade of a building or structure shall be visually compatible with buildings, structures and places to which they are related.

The sanctuary is a metal stud building sided with the lighter stucco. There is some relief with the flagstone veneer and the stone coated metal roof provides texture and color. The accent grape haze paint for the fascia, fencing and doors, provides a color accent that is still earthy, but out of the brown/beige color hue.

5. **SPACING**: The relationship of the building to the open space between it and the adjoining buildings shall be visually compatible to the buildings, structures and places to which it is related.

At the Conditional Use Permit hearing before Town Council the church was asked to place their building closer to the wash than the setback requirement and towards the east of the lot. This would minimize the view shed interruption for the existing residential area. The church did an excellent job of accommodating the neighbor's concerns both in placement and in height. With the work PTM has done on the wash the church will have expansion availability both to the north and to the west while still retaining the view shed for the neighbors

6. **ENTRANCES, PORCHES AND PROJECTIONS**: The height, projection, supports and relationship to streets and sidewalks, of entrances, porches, awnings, canopies and balconies of a building shall be visually compatible to the buildings, structures and places to which it is related.

The main entrance area is a predominate feature and relates well to the parking and drop off area. Just the overall balance of the complex is pleasing and well proportioned.

7. **MATERIAL, TEXTURE AND COLOR**: The materials, textures and colors of the facade of a building shall be visually compatible with the predominant materials, textures and colors used in the buildings and structures to which they are related.

The stucco finish on the building, the neutral colors and the overall textures make a pleasing addition to the neighborhood.

8. **ROOFS**: The roof shape and materials of a building shall be visually compatible with the buildings to which it is related.

The sanctuary has a peaked roofline in keeping with most churches and homes. The other buildings in the complex have flat roofs with shed roof features that orient the roofline to the south for the solar facilities. The PV arrays blend well with the structure line and design.

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9. **ARCHITECTURAL DETAILS:** Doors, windows, eaves, cornices and other architectural details of a building or structure shall be visually compatible with buildings and structures to which they are related.

The overall design is compatible with the surrounding area and unobtrusive.

10. **ACCESSORY FEATURES:** Garages, carports, sheds, enclosures, walkways, stairways, and landings shall be visually compatible with buildings and structures to which they are related.

The interior courtyard feature with the covered walkways is a nice design and very usable. The impact to the surrounding property owners will be minimal as a noise concern. The columbarium and nature walk area blends well with the area. The joint path/trail will be a feature used by residents and church members alike.

11. **LANDSCAPING:** Landscaping shall be visually compatible with the landscaping around the buildings, structures and places to which it is related.

A landscaping plan is shown on the proposed site plan. The plants listed all meet the Town Landscape plant list or are recognized as being low water use plants and are appropriate for this zone and elevation. Five plants are not on our Zoning Code approved plant list but meet the Town criteria. Staff is adding a **stipulation** that the (2) two (Texas Mountain Laurel) trees, (1) one in the parking area and (1) one at the east entrance, with seeds that if ingested are poisonous, be replaced by another tree type.

12. **LIGHTING:** Any on-site illumination shall be architecturally compatible to the overall project and not create a negative or visually detrimental effect on the building or neighboring properties.

The overall lighting design meets the Town Night Sky Ordinance requirements. The submitted parking lighting of (4) four individual lights in the center entrance parking has been changed, there will be (2) sets of lights on two single poles. There will be (2) two light poles in the west parking area and (2) two lights on one pole in the entrance handicapped parking area. There will be (1) one light in the west handicapped parking area. All lights on the building and in the parking area will be hooded and are low voltage lights. The cross at the entrance will have lighting that meets the directed lighting requirements including shielding.

**Staff Comments**

The Design Review Board may approve the plan as submitted, conditionally approve with stipulations, or disapprove this application as filed. Staff is proposing some stipulations that we recommend if the Board approves this application.

**Recommendation**

Staff has reviewed the application and site plan and recommends approval. If the Board decides to approve the application, staff requests that the following stipulation be included:

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1. All exterior lighting must meet the Town of Clarkdale lighting codes.
2. The (2) two (Texas Mountain Laurel) trees, (1) one in the parking area and (1) one at the east entrance, with seeds that if ingested are poisonous, must be replaced by another tree type.

**-Applicant Presentation:**

- The four lights are 17 feet in total height.
- The roof color is walnut and the facia and doors are blue.
- It will be gated to the interim courtyard.
- There will be a 15 ft. steel cross at the crosswalk entrance.
- There will be two 5 ft. sidewalks that tie the parking lot to the street entrance.
- The exterior stucco will be cream and the exterior stucco accent color will be slightly darker.

**-Open Public Hearing:** The Chairperson opened the Public Hearing.

**-Invite Public to Speak:**

-There was no public comment.

**-Close Public Hearing:** The Chairperson closed the Public Hearing.

**AGENDA ITEM: DISCUSSION & POSSIBLE ACTION:** Design Review-DRB#090370, Spirit of Joy Lutheran Church, Parcel #406-29-070A, 330 Scenic Drive.

**-ACTION:** Vice Chairperson Prud'homme-Bauer motioned to approve Design Review-DRB#090370, Spirit of Joy Lutheran Church, Parcel #406-29-070A, 330 Scenic Drive with the following stipulations:

1. All exterior lighting must meet the Town of Clarkdale lighting codes.
2. The (2) two (Texas Mountain Laurel) trees, (1) one in the parking area and (1) one at the east entrance, with seeds that if ingested are poisonous, must be replaced by another tree type.

Board Member Falbo seconded the motion. The motion passed unanimously.

**AGENDA ITEM: CONSIDERATION & POSSIBLE ACTION:** Change of Meeting Day of the Month and Location for Design Review Board.

Board Member Falbo motioned to approve the change of meeting day of the month to the first Wednesday and the location to the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ. Chairperson Foutz seconded the motion. The motion passed unanimously.

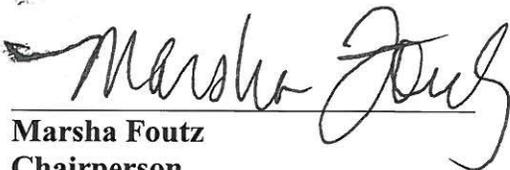
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**AGENDA ITEM: FUTURE AGENDA ITEMS:**

-None at this time.

**AGENDA ITEM: ADJOURNMENT:** Chairperson Foutz motioned to adjourn the meeting. Board Member Falbo seconded the motion. The motion passed unanimously. The meeting adjourned at 7:45 p.m.

**APPROVED BY:**

  
Marsha Foutz  
Chairperson

**SUBMITTED BY:**

  
Sherry Bailey  
Community Development Director