

*Design Review Board  
August 3, 2011*

**MINUTES OF A REGULAR MEETING OF THE DESIGN REVIEW BOARD OF THE TOWN OF CLARKDALE HELD ON WEDNESDAY, AUGUST 3, 2011, AT 6:00 P.M. IN THE MEN'S LOUNGE OF THE CLARK MEMORIAL CLUBHOUSE, 19 N. NINTH STREET, CLARKDALE, AZ.**

A **Regular Meeting** of the Design Review Board of the Town of Clarkdale was held on Wednesday, August 3, 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	Suzanne Lee	Absent
	Phil Falbo	Present

**STAFF:**

GIS/Planner	Guss Espolt
Building Official	Paul Grasso

**Others In Attendance:** Applicant: Clarkdale Recycle Depot-Ryan Kirton.

**AGENDA ITEM: CALL TO ORDER:** The Chairperson called the meeting to order at 6:20 p.m.

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

**AGENDA ITEM: MINUTES:** Consideration of the **Regular Meeting Minutes of July 6, 2011.** Board Member Falbo motioned to approve the Regular Meeting Minutes of July 6, 2011. Vice Chairperson Prud'homme-Bauer seconded the motion. The motion passed unanimously.

**AGENDA ITEM: REPORTS:**

**Chairperson & Member's Special Events Report:** The Peacock Flower Company's sign was briefly discussed.

**Staff Report:** Applications were handed out for Design Review Board members and to others who may be interested.

**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.**

**NEW BUSINESS:**

**AGENDA ITEM: DISCUSSION & POSSIBLE ACTION:** DRB-090439-Spirit of Joy, 330 Scenic Dr.-Church Exterior Signs Request. Applicant: John Diets.

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**-Staff Report:**

**Background:**

Applicant Rennie Radoccia has submitted an application to Design Review for (2) two signs to be placed on the parcel 406-29-070A at 330 Scenic Dr. Spirit of Joy Church.

The sign above the entrance will be mounted on 1 ½ x 1 ½ steel tubing support behind the letters. Support will be between the opening of the flagstone veneer above the entrance. The letters (Spirit of) will be 12" tall and made of medium bronze metal, the letters (Joy) will be 12" tall and made of medium bronze metal. The entrance sign will have recessed shrouded down lighting **as seen in Exhibit.**

The monument sign will be 10' wide by 6' tall with a painted curved metal cap. The sign will have two flagstone veneer columns that measure 5' 3 ½" tall with 16" base tapering to 11" at the top. Sign portion will be made of two 1/8" thick painted (**P-2 in Exhibit**) steel plates, with 1 ½ x 1 ½ steel tube frame painted (**P-3 in Exhibit**) holding them together. The sign will be 1'5" from the ground, letters (Joy) will be 6" high medium bronze metal, remaining letters will be 2" high medium bronze metal. The Pastor and Worship Hours letters will be 3" high medium bronze metal. The (3) three reader board tracks will be 1' 3 ½" tall. Lighting will consist of (2) two 2' long weather resistant fluorescent down lights recessed within the arch. The Dove symbol will be 9".

*The signage must follow the sign code in the Zoning Code chapter 8 Outdoor Lighting.*

The Design Review Board may approve the signage submitted, conditionally approve with stipulations, or disapprove the application as filed.

**Recommended Stipulations:**

Staff recommends the signage be approved with the following stipulation:

1. The signage complies with the **Zoning Code Chapter 8 Outdoor Lighting.**
2. The Spirit of Joy Church sign column post must be inspected by the Town Building Official.

**-Applicant Presentation:** Applicant did not attend the meeting.

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

- The Board Members liked the color choices and the structure.
- It was appreciated by the Board to have received such a complete and detailed packet of information.
- The lights must be turned off at 10:00 p.m.

**-ACTION:** Board Member Falbo motioned to approve DRB-090439-Spirit of Joy, 330 Scenic Dr.- Church Exterior Signs request with the following Staff recommended stipulations:

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1. The signage complies with the Zoning Code Chapter 8 Outdoor Lighting.
2. The Spirit of Joy Church sign column post must be inspected by the Town Building Official.
3. The lighting will be turned off at 10:00 p.m. with the exception of having special circumstances with permission from Community Development Department.

Vice Chairperson Prud'homme-Bauer seconded the motion. The motion passed unanimously.

**AGENDA ITEM: DISCUSSION & POSSIBLE ACTION:** DRB-090441-Clarkdale Recycle Depot, 250 Main Street – Sign Request. Applicant: Ryan Kirton.

**-Staff Report:**

**Background:**

Mr. Ryan Kirton has submitted an application to Design Review for two signs and a freestanding shade structure to be placed in the Industrial Zoned 250 Main Street, parcel #400-06-027, the Clarkdale Recycle Depot. Both signs will be Photo vinyl; also the freestanding shade structure will be along the loading ramp as seen in **Exhibit**.

Sign (1) one, a wall sign, will be 20" x 60" MDO (Marine Density Overlay) plywood. The sign will be mounted on 1" angle iron frame attached to wall with 5/8 anchors.

The front of the building measures 40 linear feet, allowing 80 Sq. feet of signage per the Town Sign Code. Clarkdale Recycle Depot will be using less than 10 Sq. feet of actual signage.

Sign (2) two, a freestanding sign will be a one sided sign, with the back of the proposed sign painted gray. The sign will be 12' x 4' MDO (Marine Density Overlay) plywood. Sign frame will be 4' x 12' x 1". The proposed sign will be approximately 45 Feet from Main Street as seen in plot plan.

The building has approximately 4,000 square feet of floor area which will allow (50) square feet of sign area.

*The signage follows the sign code in the Zoning Code Chapter Seven  
Section: 7-6 L. Wall Signs and 7-6 B. Freestanding Signs.*

***That states: Wall***

1. Not allowed on the same wall as a projecting sign.
2. Maximum number equals one (1) per approved wall area.

3. Maximum size equals:

- a. in commercial and industrial districts, two (2) Square feet per linear foot of approved wall area, each wall considered separately.
- b. For multi-family uses, one (1) square foot per linear foot of approved wall area, each wall considered separately.
- c. For single family uses, two (2) square feet.

4. Maximum height equals top of wall to which affixed.

5. Maximum projection from wall surface equals eighteen (18) inches, with a minimum clearance of eight (8) feet if located over a public right-of-way.

6. Any one use shall not exceed two (2) wall signs.

***That states: Freestanding***

**B. Freestanding**

1. Maximum number equals one (1) per street frontage per parcel plus one (1) additional sign for street frontages in excess of five hundred (500) feet.

2. Maximum square feet per sign for parcels containing a single use:

- a. For buildings with first floor area up to 3,500 square feet, the maximum size sign equals thirty-two (32) square feet.
- b. For buildings with first floor area over 3,500 square feet, the maximum size sign equals fifty (50) square feet.

3. Maximum square feet per sign for parcels containing multiple uses:

- a. For buildings with first floor area up to 5,000 square feet the maximum size sign equals thirty-two (32) square feet.
- b. For buildings with first floor area over 5,000 square feet the maximum size sign equals fifty (50) square feet.

4. Maximum height equals fourteen (14) feet in the CB, C and I districts and six (6) feet all other districts. In no case shall the sign exceed the height of the building.

5. Minimum setback from property line equals one (1) foot for signs six (6) feet or less in height; for signs in excess of six (6) feet in height the setback shall not be less than the height of the sign.

6. Nonresidential uses and Bed & Breakfast uses in residential districts:

- a. Maximum sign size of six (6) square feet in single family residential districts.
- b. Maximum sign size of thirty-two (32) square feet in multi-family residential districts.
- c. Maximum sign height of six (6) feet.

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The Design Review Board may approve the signage submitted, conditionally approve with stipulations, or disapprove the application as filed.

**Recommended Stipulations:**

Staff recommends the signage be approved with the following stipulation:

1. The signage complies with the *Zoning Code chapter Seven Section: 7-6 L. Wall Signs and 7-6 B. Freestanding Signs.*

2. Once the sign submitted is approved by the Design Review Board, the applicant shall file for a sign permit of \$25.00 with the Community Development Department.

**-Applicant Presentation:** Ryan Kirton of Clarkdale Recycle Depot explained to the Board Members his request for two signs for his business at 250 Main Street. He gave detail regarding the size and location of the signs.

**-Questions / Comments to Staff / Applicant:**

-Applicant stated the sign is on the ramp to keep people from accidentally driving up the ramp. This also allows him to maintain the existing trees and bushes.

-It was suggested to the applicant that the phone number be smaller.

**-ACTION:** Vice Chairperson Prud'homme-Bauer motioned to approve DRB-090441, Clarkdale Recycle Depot, 250 Main Street Sign Request as presented with the following Staff Recommended stipulations:

1. The signage complies with the *Zoning Code chapter Seven Section: 7-6 L. Wall Signs and 7-6 B. Freestanding Signs.*

2. Once the sign submitted is approved by the Design Review Board, the applicant shall file for a sign permit of \$25.00 with the Community Development Department.

3. The address and phone number size to be 4 inches as stated in the Town Code.

Chairperson Foutz seconded the motion. The motion passed unanimously.

**AGENDA ITEM: DISCUSSION & POSSIBLE ACTION:** DRB-090441-Clarkdale Recycle Depot, 250 Main Street – Shelter Design. Applicant: Ryan Kirton.

**-Staff Report:**

**Background:**

Mr. Ryan Kirton has submitted an application to Design Review for a **free standing shade structure** to be placed in the Industrial Zoned 250 Main Street, parcel #400-06-027, the Clarkdale Recycle Depot. The

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freestanding shade structure will be along the loading ramp as seen in **Exhibit**.

**Free Standing Shade Structure: Design Review**

The free standing shade structure with a shed style roof will be built in front of the existing building by the loading dock. The structure will shade the recycle bin distribution area. Total floor area will be 240 square feet. The roof structure measures 11' tall at front, 12' at the rear. The front of the structure will have a rain gutter.

Metal siding of structure will be painted dark forest green, metal roofing will be pewter color and the hand railing will be grey, (same grey as the back of sign at entrance).

New stairway and hand railing will connect existing dock to new structure. All modifications will comply with the Town of Clarkdale Building Code.

The Design Review Board may approve the signage submitted, conditionally approve with stipulations, or disapprove the application as filed.

**Recommended Stipulations:**

Staff recommends the free standing shade structure be approved with the following stipulation:

**1.** The Clarkdale Recycle Depot free standing shade structure must be inspected by the Town of Clarkdale Building Official.

**-Applicant Presentation:** Ryan Kirton of Clarkdale Recycle Depot explained to the Board Members his request for a freestanding shade structure for his business at 250 Main Street. He gave detail regarding the structure.

**-Questions to Staff / Applicant:**

-The Board Members discussed the structure size and location.

**-ACTION:** Vice Chairperson Prud'homme-Bauer motioned to approve DRB-090441, Clarkdale Recycle Depot, 250 Main Street – Shelter Design as presented with the following Staff Recommended stipulations:

1. The Clarkdale Recycle Depot free standing shade structure must be inspected by the Town of Clarkdale Building Official.

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

**AGENDA ITEM: FUTURE AGENDA ITEMS:**

-None specific at this time.

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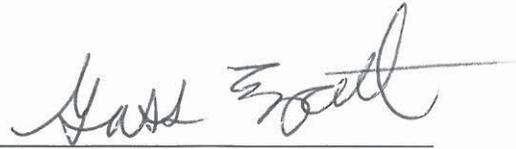
**AGENDA ITEM: ADJOURNMENT:** Board Member Falbo motioned to adjourn the meeting.  
Chairperson Foutz seconded the motion. The motion passed unanimously. The meeting adjourned at  
7:40 p.m.

**APPROVED BY:**



Marsha Foutz  
Chairperson

**SUBMITTED BY:**



Guss Espolt  
GIS/Planner