

**NOTICE OF A REGULAR MEETING
OF THE DESIGN REVIEW BOARD OF THE TOWN OF CLARKDALE**

In accordance with Resolution #215 of the Town of Clarkdale, and Section 38-431.02, Arizona Revised Statutes,

NOTICE IS HEREBY GIVEN that the Design Review Board of the Town of Clarkdale will hold a REGULAR Meeting on Wednesday, January 2, 2013, at 6:30 p.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, Arizona.

All members of the public are invited to attend.

The undersigned hereby certifies that a copy of this notice was duly posted on the Town Hall bulletin board, located at 890 Main Street, Clarkdale, Arizona on the 26th day of December, 2012 at 9:00 a.m.

Dated this 26th day of December, 2012 by:

Vicki McReynolds

Vicki McReynolds
Administrative Assistant II

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

1. **CALL TO ORDER:**
2. **ROLL CALL:**
3. **MINUTES:** Consideration of the **Regular Meeting Minutes of October 3, 2012.**
4. **REPORTS:**
 - a. **Chairperson & Members Special Events Report:**
 - b. **Director's Report**
5. **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 comments to **FIVE minutes.**
6. **WORKSESSION:** Discussion regarding revisions to Chapter Seven – Sign Code of the Town of Clarkdale Zoning Code.
7. **FUTURE AGENDA ITEMS:**
8. **ADJOURNMENT:**

Reasonable accommodations may be requested by contacting Town Hall at (928) 634-9591 (TTY: 1-800-367-8939) at least 72 hours in advance of the meeting.

MINUTES OF A REGULAR MEETING OF THE DESIGN REVIEW BOARD OF THE TOWN OF CLARKDALE HELD ON WEDNESDAY, OCTOBER 3, 2012, AT 6:30 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, October 3, 2012, at 6:30 p.m. in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

BOARD MEMBERS:

Chairperson	Phil Falbo	Present
Board Members	Marsha Foutz	Present
	Robyn Prud'homme-Bauer	Present
	Kerrie Snyder	Absent
	John Stevenson	Present

STAFF: Community Development

Senior Planner	Beth Escobar
GIS/Planner II	Guss Espolt

Others in Attendance: Bill Snyder, Kurt Snyder.

1. **AGENDA ITEM:** **CALL TO ORDER:** The Chairperson called the meeting to order at 6:30 p.m.

2. **AGENDA ITEM:** **ROLL CALL:** The Senior Planner called roll.

3. **AGENDA ITEM:** **MINUTES:** Consideration of the **Regular Meeting Minutes of July 11, 2012.** Board Member Foutz motioned to approve the Regular Meeting Minutes of July 11, 2012. Board Member Stevenson seconded the motion. The motion passed unanimously.

4. **AGENDA ITEM:** **REPORTS:**

Chairperson & Member's Special Events Report: Board Member Foutz provided an update on the Verde River @ Clarkdale project, informing the Board that the river stretch from Tapco to Riverfront Park is now open for kayakers and canoes.

Director Report: None

5. **AGENDA ITEM:** **PUBLIC COMMENT:** There was no public comment.

NEW BUSINESS:

6. **AGENDA ITEM:** **WELCOME NEW BOARD MEMBER:** John Stevenson

7. AGENDA ITEM: ELECTIONS: Chairperson and Vice Chairperson.

Board Member Foutz made a motion to elect Board Member Prud'homme-Bauer as Chairperson. Board Member Falbo seconded the motion. Board Member Prud'homme-Bauer accepted the nomination and was elected unanimously.

Board Member Prud'homme-Bauer motioned to elect Board Member Foutz as Vice Chairperson. Board Member Falbo seconded the motion. Board Member Foutz accepted the nomination and was elected unanimously.

8. AGENDA ITEM: DISCUSSION & POSSIBLE ACTION: Design Review-DRB#090370, 910A 1ST South St Building, Assessor's Parcel Number 400-03-171.

Staff Report:

Background:

The applicant is requesting approval to replace the existing barn wood siding with stucco. The barn wood was placed on the corrugated metal shell of the building many years ago and is deteriorating.

Per Section 11-4 of the Zoning Code:

'The Design Review Board shall review applications for design approval of new construction, alterations, additions, or renovations to existing buildings or structures...'

Staff Comments:

Although the barn wood siding is an attractive finish for the building, staff understands the desire to replace a deteriorating siding with a more permanent finish. In staff's opinion, since the stucco will be finished with a color similar to the other existing buildings on the site, this proposal meets criteria #1 and # 7 of the review criteria for Design Review approval:

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

7. **MATERIAL, TEXTURE AND COLOR:** The materials, textures and colors of the façade 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.

Per Section 304.1 of the International Property Maintenance Code, Article 9-4 of the Town Code:

'The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.'

Staff appreciates the applicant addressing the deterioration of the building's exterior before it becomes a code enforcement issue.

Application of stucco to an existing building does not require a building permit; however, the Building Official does conduct a courtesy inspection of these projects.

Recommendation: Staff is recommending the Design Review Board approve this request.

- b. Questions of Staff – None
- c. Questions of Applicant – Board Member Stevenson asked if the applicant had plans for the barn wood that is to be removed. Mr. Kurt Snyder informed the board that a woodworker will reclaim the wood.
- d. Discussion – Board Member Foutz suggested the applicant use a darker shade of color on the shed building to provide some contrast.

ACTION: Board Member Foutz motioned to approve DRB #090370, 910A 1st South Street Building, Parcel Number 400-03-171, stucco siding request as presented, with the suggestion that the applicant consider a darker shade in the same color palette. Board Member Prud'homme-Bauer seconded the motion. The motion passed unanimously.

OLD BUSINESS

9. AGENDA ITEM: WORKSESSION: Discussion regarding revisions to Chapter Seven – Sign Code of the Town of Clarkdale Zoning Code.

Background:

At the July 11, 2012 meeting, the Design Review Board gave specific direction to staff regarding proposed changes to the Sign Ordinance. In order to respond to this direction, staff has prepared a matrix comparing sign code information from the City of Cottonwood, Town of Camp Verde, City of Sedona and Yavapai County. Comparisons are listed in five categories: Banners, Portable, 'A' Frame Signs, Projecting Signs, Window Signs, and Maximum Total Sign Area.

Below is the direction given by the Board at the July 11th meeting with staff's comments included:

- Look at codes from other municipalities regarding banner permits. The Board would prefer a blanket, annual banner permit, with one fee and no 30-day limitation.
 - All four government entities researched for the comparison matrix set a maximum display time for banners, with seven days being the shortest time, and 30 days being the maximum. Two entities require permits, two do not. Staff still strongly supports requiring a permit for each banner. This is the only way staff will be able to monitor the time period for a banner. This permit fee would be established by Town Council. Staff would recommend a nominal fee of \$10-15 dollars per permit.
 - Staff also believes a 30-day maximum for a banner is a reasonable limitation. After 30 days, the banner loses impact and may become worn and torn. See Section 7-6-M, page 11.
- Add a maintenance section.
 - See Section 7-2-L, page 3.
- Add a requirement that the back of signs must be finished with a non-reflective surface.

- See Section 7-2-M, page 3.
- Add the option to use rock scape around the bottom of freestanding signs
 - See 7-6-B-3, page 6.
- Amend the draft section regarding portable signs to allow in commercial zones.
 - Section 7-7-H-1, page 9 has been amended to allow portable signs in commercial zones. Also, the restriction for portable signs to be only allowed for restaurants, etc. has been deleted.
 - The maximum sign size has been amended to 6 feet. This is consistent with other municipalities and the newly adopted sidewalk café ordinance.
- Allow one portable sign per business.
 - See 7-6-H-3, page 7.
- Develop specifications to guide use of attractive portable signs.
 - Staff believes Section 7-1, page one, provides an outline for all types of signs. This section provides broad direction to business owners without eliminating design possibilities. The Design Review board will also have the opportunity to guide the look of a sign during the review process.
- Add a requirement to the sign walker section restricting use to hours of operation.
 - This section has been moved out of the Subdivision Advertising section and listed as a separate section, 7-6-K, page 9, since sign walkers may be used for other types of businesses.
 - Text was added about the hours of operation.

As staff continued to review Chapter 7 of the Zoning Code, the following recommended changes have been made:

- A table of contents has been added.
- Electronic signs have been added to the prohibited sign list. (Page 4)
- The non-conforming sign information has been moved out of the permitted sign section, and placed in a separate section to avoid confusion. (Page 4)
- Regulations for signs for business related activities, like a Bed & Breakfast and Home Occupation, that may occur in a residential zoning district have been moved to a separate section, 7-6 for clarity. (Page 5)
- Neon sides have been added to the permitted sign section. (Page 7)
- Section 7-7-H has been changed to allow projecting signs in all commercial and industrial districts. The prohibition against a projecting sign being on the same wall as a wall sign has been removed. A requirement for an indemnity agreement has been added if the sign projects over public right-of-way. (Page 9)
- Section 7-7-M has been renamed to include a reference to banners. (Page 11)
- The Permitted Signs section has been alphabetized for ease of use.
- A Permitted Sign Matrix has been created and added to the end of the code.

In addition, after discussion at the last meeting and examination of sign codes from other government entities, staff has added a Section, 7-8, page 13, which provides the total sign square footage allowable based on linear street frontage. The cumulative maximum includes all wall, window, projecting, and freestanding signage but not temporary or portable signs. Staff notes monument signs are not an option for businesses along Main Street; however, this is the location most likely to use portable signs.

This maximum will apply to commercial businesses only, not subdivisions or other types of signs.

In developing this new wording, staff tried to balance allowable signage with the size and the street frontage of the building. The larger the property, the more signage is allowed. For example, businesses may develop along the SR 89A corridor similar in size to a Wal-Mart or a Target. The Wal-Mart in Cottonwood has extensive signage; however, it is not overwhelming because of the size of the building and the relative length of the street frontage.

For large developments, such as the Crossroads at Mingus commercial area, a master sign package will be required. Having a cumulative size maximum allows the developer freedom to determine the most effective signage for their development. Through the design review process, the Board will be able to determine whether the signage proposed presents the best balance.

Sections of the code referring to other size maximums for commercial businesses have been deleted.

Board Discussion:

The Board discussed various aspects of the draft ordinance, specifically the requirement for a banner permit and the allowance of neon signs. Staff shared pictures of recent banners placed by a commercial business. Discussion ensued regarding creating quality guidelines for banners, including prohibition of hand painted signs and prompt removal of damaged banners.

The Board agreed that neon signs are appropriate in all commercial areas; however, they should not be illuminated when the business is not open.

The Board emphasized that the new ordinance should be easy to use by the business community, provide clear guidelines, and allow flexibility in support of local businesses.

Recommendation: The Design Review Board recommended that the draft revised Sign Code ordinance be moved forward to be reviewed by the Planning Commission in a public hearing with the following modifications:

- Allow for an annual banner permit that would allow an unlimited number of banners for a one-time fee. Include quality control guidelines in permit application.
- Allow neon signs in all commercial districts. Require that neon signs be extinguished after business hours.

10. AGENDA ITEM: FUTURE AGENDA ITEMS:

Staff informed the Board that the site plan review for the Crossroads at Mingus Park may be on the December agenda.

DRAFT

***Design Review Board
October 3, 2012***

11. AGENDA ITEM: ADJOURNMENT: Board Member Foutz motioned to adjourn the meeting. Board Member Prud'homme-Bauer seconded the motion. The motion passed unanimously. The meeting adjourned at 7:30p.m.

APPROVED BY:

SUBMITTED BY:

Chairperson

**Beth Escobar
Senior Planner**



Staff Report

Agenda Item: **WORKSESSION:** Discussion regarding revisions to Chapter Seven – Sign Code of the Town of Clarkdale Zoning Code

Staff Contact: Beth Escobar

Meeting Date: January 2, 2013

Review By: Design Review Board

Background:

On December 1, 2012 the Clarkdale Town Council reviewed the draft sign ordinance in a worksession and requested the following changes be made to the draft:

- The language of Section 7-5-C was changed for clarification.
- Section 7-7-A:
 - The wall size allowance for Bed & Breakfast signs was reduced to 3 square feet and the monument sign was eliminated as an option.
 - The language regarding maximum total sign of 32 square feet in multi-family zones was eliminated since this is addressed in the maximum signage table, Section 7-9.
- Section 7-7-B: The maximum total sign size was reduced to 3 feet for consistency with the allowance for Bed & Breakfast uses in residential zones.
- Section 7-8-H.n Portable Signs: Language was clarified.
- Section 7-8-L Sign Walker: After further research, and comments from the Council and Planning Commission, this section was expanded to include more restrictions regarding this type of sign. Other communities, specifically Cottonwood and Camp Verde, have incorporated similar restrictions based on language in the Arizona Revised Statute 9-499.13 stating: *'Municipalities may adopt reasonable time, place and manner regulations relating to sign walkers.'*
- Section 7-8-P Wall: Language was added to include the definition of an approved wall area.
- Section 7-8-R Yard Sale: A size limitation was added per Council's request.
- Section 7-10 Visibility Sight Lines: This section was modified to reduce the length of the visibility triangle to 25 feet. This would apply to both road intersections and driveway intersections. This modification was done per Council recommendation and is in line with code from other municipalities in the area.

In addition to the changes noted above, Section 7-8-B Awnings, was added per the recommendation of the Planning Commission and agreement via email by the Design Review Board.



Staff Report

A Council member also asked for clarification regarding Section O Temporary Signs, item c. This requires banners to be set back 25 feet from the front property line or on a wall. This requirement seems unfair to businesses along SR 89A whose front property lines are already setback 35 feet due to the ADOT right-of-way. Staff would like the Board to consider deleting this requirement in its entirety.

There was also some discussion during the Council meeting regarding Section H Portable Signs, Item g, limiting portable signs to three per every fifty feet. The consensus of the Council was to avoid a cluttered appearance caused by too many portable signs, however, the Council was not convinced this limitation would achieve that goal or be easy to enforce.

During the meeting with Town Council, a question was raised regarding item I under Section 7-5 Prohibited Signs. This item prohibits signs that advertise facilities or events outside of Clarkdale. One Council member suggested that allowing signs for businesses outside of Clarkdale would be a method to support regional economic development.

Staff researched the regulations of other municipalities in the Verde Valley in regards to this issue:

- Camp Verde: Off-premise signs that advertise for businesses located in Camp Verde are permitted.
- Cottonwood: Prohibits off-premise signs.
- Sedona: Prohibits off-premise signs.
- Jerome: Prohibits off-premise signs.

Signs advertising businesses not located within the municipality would obviously be off-premise signs. If Clarkdale allowed advertising for businesses outside town boundaries we would be the only municipality that allows this in the Verde Valley.

Recommendation: Staff is asking for Design Review comment on the changes made by Town Council. Staff will take these comments back to Town Council for their consideration.

Attachments:

1. Revised Sign Code Ordinance with changes as recommended by Town Council

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Section 7-1 Purpose and Intent

It is the purpose of this title to regulate all exterior signs so as to protect property values, the character of various use areas of the Town and the health, safety and public welfare of the citizens of the Town.

Signs shall be erected and displayed in such a manner as to avoid clutter, unwarranted distraction and visual or perceptual confusion to the detriment of the safe operation and functioning of the Town’s transportation systems.

Furthermore, it is intended these regulations will not unreasonably infringe on any individual’s right to communicate ideological expression through the use of signs.

All signs constructed within the Town of Clarkdale shall be required to blend with the context of the Town, and shall incorporate elements reflecting the small town character, neighborhood feel and the sense of history defining the Town of Clarkdale.

Section 7-2 General Provisions

- A. Permits:
1. Unless exempt from a permit in accordance with Section 7-4 of this Code, permits are required for all commercial signs. Application shall be made to the Community Development Department on applicable forms and include information as required by the Town.
 2. In the absence of a master sign plan, each individual sign requires a separate permit.
- B. Whenever a business, industry or service using a commercial sign is discontinued, the sign shall be removed or obscured by the person owning or having possession of the property within 30 days after the discontinuance of the business, industry or service.
- C. All signs other than wall signs may be back-to-back. Only the size of one side shall count towards the cumulative maximum noted in Section 7-9 of this code.
- D. Attachment of any sign to utility poles, traffic control devices or street signs shall be prohibited. Unless specifically provided for in the Code, no sign shall project, overhang or otherwise be located on public property.
- E. Any sign to be erected wholly or partially within state highway right-of-way shall be approved by the Arizona Department of Transportation prior to Town consideration.
- F. Sign Measurements: The area of the sign shall be determined by measuring the total area of the sign excluding any supporting framework.
- G. All commercial signs, other than temporary signs, must receive approval from the Design Review Board prior to placement.
- H. Signs shall be maintained and be free of chipping paint, visible cracks or gouges, or general deterioration.
- I. The back of all one-sided freestanding signs must be finished with a non-reflective surface.
- J. A master sign package for each new commercial, multi-family and residential subdivision, including the type, number, size, locations, materials and colors of the various signs shall be approved by the Design Review Board prior to the issuance of a permit for any sign authorized under this section of the Code.

Section 7-3 Sign Illumination

- A. Illumination is not allowed within 75 feet of a residential district, except as permitted in a PUD or PAD.
- B. All light fixtures shall be fully shielded and shall be installed in a manner as defined for fully or partially shielded fixtures.
- C. Indirect lighting fixtures shall be installed so that the illuminated area is limited to the sign area and the light must be directed downward.
- D. Internally illuminated signs shall be constructed with an opaque background and translucent lettering or symbols, or with a colored background and lighter letters. The color of the background is not limited by this Code.
- E. Illuminated signs must be extinguished by 9:01 p.m. or at the close of business, whichever is later.

Section 7-4 Signs Exempt from this Ordinance and Fees

- A. Official notices required by a court, public body or safety official.
- B. Directional, warning or information signs authorized by federal, state or municipal agencies.
- C. Memorial plaques, building identification signs and building cornerstones when made an integral part of the building or structure.
- D. Flags of a government or a non-commercial institution such as a school or fraternal organization.
- E. Religious symbols and seasonal decorations within the appropriate public holiday season.
- F. Ideological signs.
- G. Community and public information signs.

Section 7-5 Prohibited Signs

- A. Animated signs except as provided for in Section 7-8-A.
- B. Electronic signs.

- C. Signs with intermittent or flashing illumination except for neon signs. Flashing or moving signs.
- D. Roof signs.
- E. Private signs in public right-of-way except political signs. See Section 7-8-G of this Code.
- F. Signs emitting sound.
- G. Signs resembling traffic control devices.
- H. Signs painted on the exterior of fences or roofs.
- I. Signs advertising facilities or events located outside the Town of Clarkdale.
- J. Signs obstructing clear vision in any direction from any street intersection or driveway per Section 7-10.
- K. Illuminated signs erected in such a location that a traffic signal is in a direct line of sight between the sign and on-coming traffic.
- L. Signs employing lighting or a control mechanism which causes radio, radar or television interference.
- M. Signs obstructing any fire escape, window, door or opening used or required as a means of ingress or egress for firefighting purposes.
- N. Signs that are unsafe, dilapidated or not in use.

Section 7-6 Non-Conforming Signs

- A. Nonconforming:
 - 1. All non-conforming signs shall be brought into conformance with the provisions of this Code, either by removal or reconstruction within 10 days following receipt of official notice of a violation from the Town. Reconstruction, enlargement, relocation, extension, replacement or alteration of the structure of a nonconforming sign to any extent, except as permitted in Section 7-6-A-2 and 7-6-A-3 is not permitted unless it is brought into conformance with this Code.
 - 2. A nonconforming sign which is destroyed or damaged to the extent of more than 50 percent of its net worth, at the time of damage, due to natural causes shall not be reconstructed except in conformance with this Code.

3. Any non-conforming sign destroyed or damaged to any extent by vandalism may be reconstructed to its original state within 3 months.
4. A nonconforming, on-site sign shall be considered abandoned when the property upon which it is located becomes vacant or unoccupied for a period of 6 consecutive months from the date of a utility disconnect or a documented inspection of the property for which it advertises.

Section 7-7 Commercial Uses in Residential Zoning Districts

A. Bed & Breakfast:

1. Non-illuminated.
2. One wall ~~and one monument~~ sign per permitted Bed & Breakfast.
3. Maximum total sign size of ~~36~~ square feet in single-family residential districts.
4. ~~Maximum total sign size of 32 square feet in multi-family residential districts.~~
- 5.4. Maximum total sign height of 6 feet including base and sign in all residential districts.
5. Non-Residential district:
 - 6.a. As permitted by Section 7-9 of this Code for maximum signage square footage for commercial businesses. For Bed & Breakfast establishments in commercial zoning districts, see Section 7-9.

B. Home Occupation:

1. Non-illuminated.
2. Wall sign only, not to exceed ~~32~~ square feet.
3. Limited to name or occupation of occupant conducting a permitted home occupation.
4. Non-Residential district:
 - a. As permitted by Section 7-9 of this Code for maximum signage square footage for commercial businesses.

C. Multiple Family Residential

1. Each multi-family complex is limited to a total number of three on-premise signs per street frontage.
2. Non-illuminated.
3. See Section 7-9 for maximum signage square footage.

Section 7-8 Permitted signs

A. Animated:

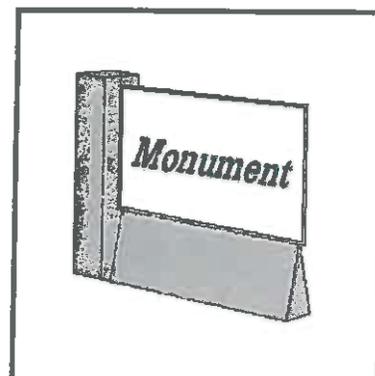
1. Limited to traditional barber poles and time & temperature devices.
2. Maximum of one per business.
3. Freestanding, wall or projection.
4. Maximum size not to exceed 50 square feet.
5. Included in the calculation of total sign area maximums.
6. Shall not project above roof line.

B. Awning (Canopy):

1. Signs may be attached to awnings made of rigid materials or applied or painted on the awning surface.
2. Signage on awnings shall not project above the awning.
3. Bottom of awning shall maintain a 9 foot vertical clearance.
4. Signage on awnings shall count toward the maximum signage square footage in Section 7 – 9.

C. Freestanding Monument Signs:

1. Permitted in commercial and multi-family zoning districts and for residential subdivisions.
2. Minimum setback from property line equals 1 foot for each foot of height of the sign for signs 6 feet or less in height; for signs in excess of 6 feet in height the setback shall be greater than or equal to the height of the sign.



3. Low-water use, drought-tolerant plants from the Town of Clarkdale Plant List, Section 9-9 of the Zoning Code, or landscape rocks may be placed around the sign base to minimize the visual impact of a monument sign and create a visually attractive appearance.
4. One monument sign is allowed for each road intersection providing access to the property.
5. See Section 7-9 of this Code for maximum signage square footage.
6. Base of sign must be in proportion to sign size area.
7. Maximum height of sign and base shall not exceed 10 feet above existing grade at time of construction.

D. Off-Premise Commercial Signs:

1. Maximum number equals one per street frontage per parcel on which the sign is placed. Proof provided to the Town of permission from the parcel owner is required prior to installation of any off-premise sign.
2. Maximum size of sign advertising a single use equals 32 square feet.
3. Maximum size of sign advertising multiple uses equals 50 square feet.
4. Minimum separation between off-premise signs equals 600 feet, includes signs on same or different parcels.
5. Minimum separation between off-premise and on-site signage equals 200 feet.
6. Minimum setback equals the required setback of the zone district if the parcel is developed or 10 feet if undeveloped.
7. Limited to Central Business, Commercial or Industrial zoning districts.
8. Fifty percent of the signage allocated to off-premise advertising shall be deducted from the allowable on-site signage of the advertising parcel.
9. Maximum height of sign and base shall not exceed 10 feet above existing grade at time of construction.

E. On-Site Commercial Information:

1. As reviewed and approved by staff and the Design Review Board during review of a master sign plan application.

2. On-Site information signage shall not contain advertising script or symbols.

F. Neon:

1. Permitted in the Central Business and Commercial Districts only.
2. May be projecting, window or wall.
3. Shall only be illuminated during business operating hours.

G. Political – (In Accordance with Arizona Revised Statute 16-1019):

1. Maximum size equals sixteen (16) square feet, if the sign is located in an area zoned for residential use, or a maximum area of thirty-two (32) square feet if the sign is located in any other area.
2. Signs may be located on private property or in public right-of-way except state highways or routes subject to the following conditions:
 - a. The sign is not placed in a location that is hazardous to public safety, obstructs clear vision in the area or interferes with the requirements of the Americans with Disabilities Act;
 - b. The sign contains the name and telephone number of the candidate or campaign committee contact person;
 - c. Installation of a sign on any structure owned by the Town is prohibited.
3. Said signs shall not be erected earlier than sixty (60) days prior to an election nor removed later than fifteen (15) days after an election.
4. No political signs will be permitted in public right of way in “sign free zones” as adopted by the Town Council in accordance with Arizona Revised Statute (ARS 16-1019). See Section 7-14 for a map of the ‘Political Sign Free Zones’.

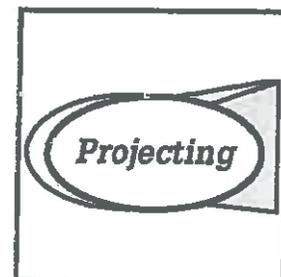
H. Portable Signs:

1. Permitted in the Commercial and Central Business Districts with the following restrictions:
 - a. Maximum size is six (6) square feet.

- b. Signs shall be non-reflective.
- c. Information on signs shall be current.
- d. Signs shall be of sufficient weight and durability to withstand wind gusts and storms so as not to blow over or become airborne.
- e. The portable sign shall not count towards the maximum allowable sign area calculation for the use.
- f. One portable sign is allowed per business.
- g. No more than three portable signs are allowed per 50-feet of linear street frontage.
- h. The sign shall be placed on the property being identified or within the right-of-way directly in front of and immediately abutting the property location.
- i. No sign shall be located within the visibility triangle as defined in Section 7-10.
- j. One five (5) foot wide pedestrian passage way must be maintained around signs on a public sidewalk.
- k. Off-premise portable signs are not permitted.
- l. No attachments to a portable sign are permitted.
- m. Portable signs shall be displayed only during the posted hours the business is open.
- n. The Town reserves the right to prohibit the use of portable signs by established businesses during special events in order to ensure public safety by providing full access to the sidewalk-
- o. Height shall not exceed four feet from ground.

I. Projecting:

- 1. Maximum height equals top of wall.
- 2. No signage shall extend over public property except in the Central Business district and in no case shall the bottom of the sign be nearer than 9 vertical feet to grade, nor shall the leading



edge of the sign be nearer than 2 linear feet to the curb.

3. Maximum number equals one per business.
4. An agreement indemnifying the Town of Clarkdale from any liability is required if the sign projects over public right-of-way.
5. See Section 7-9 of this Code for maximum sign square footage.
6. Height shall not exceed top of wall.

J. Public Information not including political signs:

1. May be located on private or public property, including in municipal rights-of-way.
2. As permitted by law in furtherance of public safety, convenience or economic development.
3. Maximum height not to exceed 10 feet from existing grade at time of construction.

K. Real Estate:

1. Maximum size equal six (6) square feet.
2. On-site installation only.

L. Sign Walkers:

- ~~1. Sign walkers are permitted per Arizona Revised Statutes 9-499.13 Sign walkers, persons holding or balancing a sign, are permitted.~~
- ~~1.~~
2. No sign walker shall obstruct public right-of way.
- ~~3.~~ Sign walkers shall only operate during hours of operation for a business being represented or during daylight hours when advertising a subdivision.
- ~~4.~~ No throwing of signs in the air, or twirling, spinning or tossing of signs is permitted.
- ~~5.~~ Signs shall be limited to no more than eight (8) feet in height.
- ~~3-5.~~ Signs shall not block visibility of pedestrian or vehicular traffic.

M. Special Events:

1. Portable and temporary signs may be used to advertise the Special Event and must comply with Section 7-7-H of this Code.
2. A maximum of 4 (four) portable and/or banner signs advertising the event are allowed.
3. An unlimited amount of directional signs are permitted.
4. Directional signs may be placed no sooner than twelve (12) hours before the event and shall be removed within two (2) hours after the event.
5. Banners and other temporary signs advertising the event may be placed on private property up to two weeks prior to the event.

N. Subdivision Advertising, Directional and Identification:

1. **General:** A master sign package for each development including type, number, size, locations, materials and colors of the various signs shall be approved by the Design Review Board prior to the issuance of a permit for any sign authorized under this section of the Code.
2. **On-Site Subdivision Identification**
 - a. One monument sign may be permitted at each entrance up to a maximum of 4 signs.
 - b. The maximum aggregate area of all entry signs shall be 160 square feet, with maximum size of any single sign not to exceed 50 square feet.
 - c. Maximum height shall equal 6 feet.
3. **On-Site Advertising and Directional:**
 - a. Maximum height shall equal 10 feet.
 - b. The edges of all signs shall be boxed.
 - c. Such signs shall be maintained until such time as 95% of the lots in the subdivision are sold, or the sales office closes, whichever occurs first.
 - d. Such signs shall not be located nearer than 50 feet from a lot containing an occupied residence.

4. Off-Site Advertising and Directional:
 - a. Such signs shall be located within 1.5 miles of the subdivision, on vacant property with the written permission of the property owner.
 - b. A maximum of 2 signs are permitted for each subdivision and shall not be located on a local street.
 - c. Each sign shall have a maximum area of 32 square feet and a maximum height of 8 feet, 6 feet in residential zone districts.
 - d. Such signs shall be maintained until such time as 95% of the lots in the subdivision are sold, or the sales office close, whichever occurs first.

5. Off-Site Weekend Directional Signs

- a. Permits are established for each subdivision on an annual basis based on a site plan showing all proposed signs and locations.
- b. Maximum of 8 signs per subdivision.
- c. Maximum of 4 square feet per sign.
- d. Signs shall not be installed before 4:00 p.m. on Friday and must be picked up by 10:00 a.m. on Monday, except when Monday is a holiday, then by 10:00 a.m. on Tuesday.
- e. Signs shall not be placed in the public right-of-way nor attached to any utility poles, street or regulatory signs, bridges, trees or similar objects.
- f. Signs shall not be placed on private property without the written permission of the property owner.
- g. Signs shall be located within 1.5 miles of the subdivision, separated by not less than 50 feet from any other sign and shall not exceed 3 feet in height.

- O. Temporary Signs and Banners for Commercial Uses

1. Limited to the following:
 - a. 32 square feet maximum.

- b. Maximum number equals one per street frontage per parcel.
- c. Minimum setback from property line equals 25 feet or on the wall for commercial or industrial uses.

- 2. Shall be placed on the property for which it advertises.
- 3. Shall be removed on or before the 30th day from date of the initial installation.
- 4. Temporary signs shall not count towards the maximum sign size calculation for commercial businesses as specified in Section 7-9 of this code.
- 5. No banners shall be hung across any public right-of-way unless specifically granted approval by the Town Manager or designee, or an authorized representative, upon a finding such placement will not be detrimental to public safety and provided such placement shall be for a period of 30 days or less.
- 6. All banners shall have wind slits.
- 7. A temporary sign permit is required prior to installation of the sign.

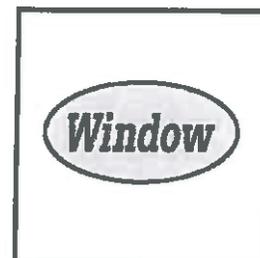
P. Wall

- 1. Maximum number equals one per approved wall area. An approved wall area, per (See Definitions, Chapter Two of the Town of Clarkdale, Zoning Code) is a wall facing a public street or containing the primary public access.
- 2. Maximum height equals top of wall to which affixed.
- 3. Maximum projection from wall surface equals 18 inches, with a minimum clearance of 9 vertical feet if located over a public right-of-way.
- 4. See Section 7-9 of this Code for maximum sign square footage.



Q. Window

- 1. No more than fifty percent of the window shall be used for signage.



2. No more than 25% of the allowable window signage shall be illuminated.
3. See Section 7-9 of this Code for maximum sign square footage.

R. Yard Sale

1. Must contain the date ~~and address~~ of the yard sale.
2. ~~_____~~ Must be removed within 72 hours of placement.
- 2.3. ~~_____~~ Shall be weighted so as to not fly around
4. ~~_____~~ Must-~~Shall~~ be located on private property.
- 3.5. ~~_____~~ Shall not exceed 4 square feet.
- 4.6. ~~_____~~ Shall not be attached to traffic control devices, utility poles or street signs.

S. 89A Overlay District

1. Signage shall be minimal and shall consist of either wall signs or monument signs. Wall signs shall not exceed eight feet in height and monument signs shall be no greater than four feet in height.

Section 7-9 Maximum Sign Square Footage for Commercial Uses:

Commercial business located in commercial zoning districts and multi-family developments shall use a combination of awnings, wall, window, freestanding and projecting signage on-site to promote their business. Maximum cumulative signage is calculated based on linear street frontage. The maximum allowance is available for each street frontage on which the commercial building has a public entrance.

Linear Street Frontage	Maximum total square footage of sign area
50	75
100	150
150	225
200	300
250	375
300	450
350	525
400	600
450	675
500	750

The maximum allowable combined signage size is calculated as 1.5 square feet per 1 linear foot of street frontage.

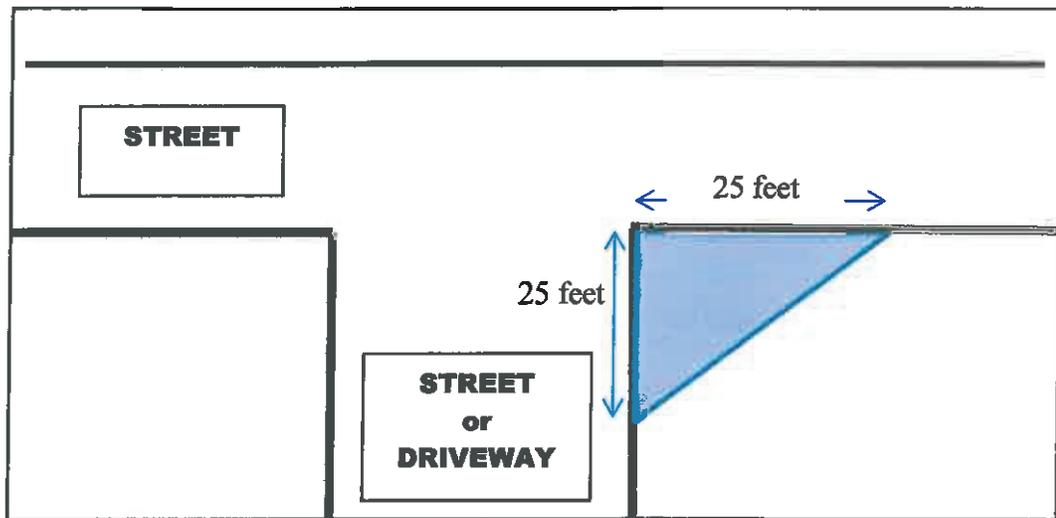
All commercial signs, except for temporary signs, are subject to review and approval by the Design Review Board and shall meet all of the criteria for design review listed in Section 11-4, including the requirements that all signage 'shall be visually compatible with the buildings, structures and places to which it is related'. This should be taken into consideration when allocating square footage to the various types of signs proposed for a development.



Section 7-10 Visibility Sight Lines:

To preserve visibility at intersections, an unobstructed view shall be maintained within these triangular areas:

1. At the intersection of two streets, or where **an driveway or** alley intersects a street, a triangle defined by measuring **235** feet in length along the curb or edge of improved roadway from their point of intersection, the third side being a diagonal line connecting the first two. The Town may require more than **235** feet in high volume, high speed traffic areas.



2. No signs, except traffic signs, shall exceed a height of 3 feet above the grade of the lower roadway within the triangular area. In addition, sign projection, or overhang, across this area shall be permitted only when the bottom of the sign is a minimum of 9 feet above the grade of the higher roadway.

Section 7-11 Permitted Signs by Type and Zone District Chart

Sign Type	R1A	R1	R1L	RS3	R2	R3	R4	R4A	CB	C	I	Fee/ Permit	Design Review
Animated	N	N	N	N	N	N	N	N	P	P	P	Y	Y
Awning	N	N	N	N	P	P	P	P	P	P	P	Y	Y
Freestanding Monument	P	P	P	P	P	P	P	P	P	P	P	Y	Y
Ideological ⁽¹⁾	P	P	P	P	P	P	P	P	P	P	P	N	N
Illuminated ⁽²⁾	N	N	N	N	N	N	N	N	P	P	P	Y	Y
Off-premise Commercial	N	N	N	N	N	N	N	N	P	P	P	Y	Y
On-site info Commercial	N	N	N	N	P	P	P	P	P	P	P	Y	Y
Neon	N	N	N	N	N	N	N	N	P	P	P	Y	Y
Projecting	N	N	N	N	P	P	P	P	P	P	P	Y	Y
Political ⁽³⁾	P	P	P	P	P	P	P	P	P	P	P	N	N
Portable	N	N	N	N	N	N	N	N	P	P	N	Y	Y
Projecting	N	N	N	N	P	P	P	P	P	P	P	Y	Y
Public info.	P	P	P	P	P	P	P	P	P	P	P	N	N
Real estate ⁽⁴⁾	P	P	P	P	P	P	P	P	P	P	P	N	N
Special Events	P	P	P	P	P	P	P	P	P	P	P	Y	N
Subdivisions Adv., Directional, ID	P	P	P	P	P	P	P	P	P	P	P	Y	Y
Temporary ⁽⁵⁾	N	N	N	N	P	P	P	P	P	P	N	Y	N
Wall ⁽⁶⁾	P	P	P	P	P	P	P	P	P	P	P	Y	Y
Window	N	N	N	N	P	P	P	P	P	P	P	Y	Y

P = Permitted N= Not Permitted

(1) Not to exceed 6 square feet.

(2) Not permitted within 75 feet of a residential district for PUD or PAD development.

(3) Political signs not permitted in 'sign free' zones.

(4) For sale, for lease signs not to exceed 6 square feet in residential districts.

(5) Permitted for a maximum of 30 days for bonafide Grand Openings, Going Out of Business Sales, Open House, or similar short term events.

(6) Home occupation only signs permitted in residential districts.

Section 7-12 Enforcement

1. All signs shall be subject to inspection and approval by the Community Development Department to ensure compliance with the Zoning Code and Design Review Board Approval.
2. Footing inspections shall be required for all signs with footings.
3. Signs containing electrical wiring shall conform to the standards of the applicable electrical code and the components shall bear the label of a testing agency approved by the State of Arizona.
4. When, in the opinion of the Town Manager or authorized representative, reasonable cause exists concerning the safety of a proposed or existing sign structure, the applicant or owner shall furnish written documentation from a registered civil, structural, electrical or mechanical engineer certifying its safety. The Town reserves the right to order removal of a sign on the bases of a threat to public safety.
5. Notice of noncompliance of any sign shall be given to the owner and user of such sign by first class mail sent to the last known address of the owner and user as shown on the records of the Yavapai County Assessor.
6. Failure to remove or bring the sign into compliance in accord with a notice given pursuant to Section 7-12-5 above shall result in appropriate enforcement action, including but not limited to:
 - a. The Town Attorney, acting on behalf of the Town Council, shall seek the removal of any sign not erected in compliance with this Code or maintained in a safe manner and,
 - b. The billing of the owner or user of such sign an amount equal to the costs to the Town in removing and storing any such sign; or
 - c. Issuance of a citation by the Clarkdale Police Department for the offending party(ies) to appear before the Town Magistrate.
7. For Definitions see Chapter 2 of the Zoning Code.

Section 7-13 Permitted Sign Table

SIGN TYPE	LIMITATIONS	ALLOWED PER BUSINESS/ DEVELOPMENT	INSTALLATION TYPE	MAXIMUM SIZE	MAXIMUM HEIGHT	PROPERTY SET BACKS	ZONING DISTRICTS
Animated	Barber Poles and Time/Temperature Devices only	1	Freestanding, wall or projection	50 square feet	Not to project above roof line	Beyond the site triangle	Commercial
Awning	Signage on awning shall not project above awning surface. 9-foot vertical clearance required.						Commercial-counts towards maximum signage square footage.
Freestanding Monument	Base of sign must be in proportion to the sign itself.	1 monument sign per adjacent intersection.	Freestanding	Proportional to lot frontage. See Section 7-7 of Zoning Code.	10 feet from existing grade at time of construction	Minimum (signs < 6 feet high) = one foot for each foot of sign height; Minimum (signs > or = 6 feet high) = greater than or equal to sign height	Subdivisions, multi-family developments and commercial

Home Occupancy	Non-illuminated Limited to name and occupation only	1	Wall only	2 square feet	Top of wall	N/A	Residential
Off-premise Commercial Signs	600 foot minimum separation between off-premise signs. 200 foot minimum separation between off-premise and on-premise signs.	1 per street frontage per parcel where located.	Freestanding	32 square feet for single use; 50 square feet for multiple uses.	10 feet from existing grade at time of construction.	Equal to minimum setback of zoning district if property is developed. Minimum of 10 feet if property is undeveloped	Central Business, Commercial and Industrial Districts only
On-Site Information	Shall not contain advertising script or symbols.	As approved by Design Review Board during review of a master sign application. Shall not contain advertising.	As approved by Design Review Board during review of a master sign application.	As approved by Design Review Board during review of a master sign application.	As approved by Design Review Board during review of a master sign application.	As approved by Design Review Board during review of a master sign application.	Central Business, Commercial and Industrial Districts only
Neon	Only illuminated during business operation hours.		Projection, window or wall				Central Business/Commercial

SIGN TYPE	LIMITATIONS	ALLOWED PER BUSINESS/ DEVELOPMENT	INSTALLATION TYPE	MAXIMUM SIZE	MAXIMUM HEIGHT	PROPERTY SET BACKS	ZONING DISTRICTS
Political	Not permitted in sign free zones. Permitted 60 days prior to election, must be removed by 15 days after election.	N/A	Temporary	16 square feet in residential districts. 32 feet in commercial districts.			All
Portable	Must not impede pedestrian traffic. Shall not be reflective. No attachments are permitted. Off-premise portable signs are not permitted.	1	Temporary	6 square feet	Not to exceed 4 feet		Central Business and Commercial Districts only.
Projecting	Minimum of 9 feet from grade - 2 feet from curb. Indemnity agreement required if sign projects over sidewalk	1 per business	Projecting	Cumulative based on linear street frontage.	Top of wall	N/A	Central Business, Commercial and Industrial

SIGN TYPE	LIMITATIONS	ALLOWED PER BUSINESS/ DEVELOPMENT	INSTALLATION TYPE	MAXIMUM SIZE	MAXIMUM HEIGHT	PROPERTY SET BACKS	ZONING DISTRICTS
Public Information	May be located on private or public property, including right-of-way.		Permanent/ Temporary		10 feet from existing grade at time of construction.		All
Real Estate	On-site installation only		Temporary	6 square feet	Not to exceed 4 feet from existing grade		All
Sign Walkers	Shall not obstruct right-of-way. Shall only operate during hours of business being represented	One	Temporary		N/A		All
Subdivision On- Site Monument	Must be approved by DRB as part of sign package.	One per entry	Permanent	160 square feet	10 feet		
Subdivision Off-site	Shall be located within 1.5 miles	Two	Temporary	32 square feet	8 feet, 6 feet in residential zoning districts		All

SIGN TYPE	LIMITATIONS	ALLOWED PER BUSINESS/ DEVELOPMENT	INSTALLATION TYPE	MAXIMUM SIZE	MAXIMUM HEIGHT	PROPERTY SET BACKS	ZONING DISTRICTS
Subdivision, Weekend off-site directional	Must have permit- shall be installed before 4 pm on Friday and removed by 10 am on Monday.	8 per subdivision	Temporary	4 square feet	Not to exceed feet from existing grade		All
Temporary- Signs and Banners	30 days only - permit required	One per street frontage per parcel		32 square feet	To be determined during permitting	25 feet	All
Wall		One per approved wall area	Permanent	Cumulative based on linear street frontage.	Top of wall		Commercial, Central Business and Industrial
Window	No more than 25 percent of allowable window signage may be illuminated		Permanent	No more than 50 percent of window. Cumulative based on linear street frontage.	N/A		Commercial, Central Business and Industrial
Yard Sale	Shall be located on private property	One	Temporary		Not to exceed 3 feet		All

Section 7-14 Political Sign Free Zone Map

