

**NOTICE: This is provided for public information only. This document is not an approved set of minutes, only a staff summary of actions taken. The approved minutes will contain the official action taken.**

**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, December 4, 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 25<sup>th</sup> day of November, 2013 at 10:00 a.m.

Dated this 25<sup>th</sup> day of November, 2013 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:** The Chairperson called the meeting to order at 6:30 p.m.
2. **ROLL CALL:** The GIS/Planner II, Guss Espolt called roll.
3. **MINUTES:** Consideration of the **Regular Meeting Minutes of October 2, 2013.** Board Member Foutz motioned to approve the Regular Meeting Minutes of October 2, 2013. Board Member Snyder seconded the motion. The motion passed unanimously.
4. **REPORTS:**
  - a. Chairperson & Members Report:
  - b. Staff 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 comments to **FIVE minutes.**
6. **NEW BUSINESS**
  - a. **DISCUSSION & POSSIBLE ACTION:** DRB-090801 – A sign package for Littlelees' and the Copper Penny, located at 921 Main St. Suites A2 & A3, Assessor's Parcel Number 400-03-158.
    - **Staff Report**
    - **Applicant Presentation**
    - **Questions to Staff/Applicant**
    - **Discussion**
    - **Action/Motion:** Board Member Foutz motioned to approve DRB-090801 – sign

package for Littlelees' and the Copper Penny, located at 921 Main St., Suite A2 & A3, Assessor's Parcel Number 400-03-158 with the following stipulations: the name on the sign be outlined in black for better visibility, the wall sign and window sign installation must be inspected by the Town of Clarkdale Building Official and the old address numbers shall be removed and replaced per Fire District requirements. The alternative lighting plan shall be reviewed by the Community Development Director. Board Member Stevenson seconded the motion. The motion passed unanimously.

- b. **DISCUSSION & POSSIBLE ACTION:** DRB-090800 – A portable sign for the 10/12 Lounge located at 910 Main St. Assessor's Parcel Number 400-03-182.  
**Board Member Snyder recused herself from this agenda item due to a Conflict of Interest.**

- **Staff Report**
- **Applicant Presentation**
- **Questions to Staff/Applicant**
- **Discussion**
- **Action/Motion:** Board Member Stevenson motioned to approve DRB-090800 – A portable sign for the 10/12 Lounge, located at 910 Main St., Assessor's Parcel Number 400-03-182 as presented with the following staff recommendations: 10/12 Lounge must keep up appearance of sandwich board to comply with *Zoning Code chapter 7 Sign Code Section 7-2 H. General Provisions:* Signs shall be maintained and be free of chipping paint, visible cracks or gouges, or general deterioration.

*One five (5) foot wide pedestrian passage way must be maintained around signs on a public sidewalk.* Staff will work with applicant to assure minimum 5-foot ADA isle width is maintained. Board Member Foutz seconded the motion. The motion passed unanimously.

## **7. OLD BUSINESS**

**Board Member Snyder returned to the meeting.**

- a. Discussion regarding Community Development Director's policy regarding minor modifications to exterior of buildings. This being for discussion only, there were no actions taken.

## **8. FUTURE AGENDA ITEMS:**

9. **ADJOURNMENT:** Board Member Snyder motioned to adjourn the meeting. Board Member Foutz seconded the motion. The motion passed unanimously. The meeting adjourned at 7:55 p.m.

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.