

**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, October 7, 2015, 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 29th day of September 2015 at 8:30 a.m.

Dated this 29th day of September, 2015 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. WELCOME NEW MEMBER: Aaron Midkiff.

4. 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**.

5. MINUTES: Consideration of the Regular Meeting Minutes of July 1, 2015.

6. REPORTS:

Chairperson and Members Report:
Staff Report:

7. ELECTIONS: Chairperson and Vice Chairperson

8. NEW BUSINESS:

DISCUSSION & POSSIBLE ACTION: DRB-091136 – A Design Review application for shade sails over the outdoor seating area plus extended fencing in front of the processing area for Chateau Tumbleweed located at 1151 State Route 89A, Parcel # 406-26-313A..

Staff Report:
Applicant Presentation:
Questions to Staff/Applicant:
Discussion:
Action:

9. DISCUSSION: Architectural repairs on and in the Clark Memorial Clubhouse located at 19 N. Main Street, Parcel #406-06-008B.

10. **WORKSESSION:** Discussion regarding the DRAFT Clarkdale Parkway to Centerville Roundabout Focus Area Plan.

11. **FUTURE AGENDA ITEMS:**

12. **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, JULY 1, 2015, 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, July 1, 2015, at 6:30 p.m. in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

BOARD MEMBERS:

Chairperson	Robyn Prud'homme-Bauer	Present
Vice Chairperson	Marsha Foutz	Present
Board Members	Kerrie Snyder	Present
	Laura Jones	Present
	Mike Garvey	Excused

STAFF: Community Development
Community Development Director Jodie Filardo
GIS/Planner II Guss Espolt

Others in Attendance: None.

1. **AGENDA ITEM: CALL TO ORDER:** The Chairperson called the meeting to order at 6:30 p.m.
2. **AGENDA ITEM: ROLL CALL:** The GIS/Planner II called roll.
3. **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 comments to **FIVE minutes**. **There was no public comment.**
4. **AGENDA ITEM: MINUTES:** Consideration of the **Regular Meeting Minutes of June 3, 2015.** Board Member Foutz motioned to approve the Regular Meeting Minutes of June 3, 2015. Board Member Snyder seconded the motion. The motion passed unanimously.
5. **AGENDA ITEM: REPORTS:**

Chairperson and Member Report: None.

Staff Report Updates: The Community Development Department Director, Jodie Filardo shared the Town's new Wayfinding Sign Program with the Board Members.

***Design Review Board
July 1, 2015***

- The Chairperson asked Director Filardo why is this coming to the Board as a presentation and not as a Design Review Board application?
- Director Filardo stated this is coming as an information presentation just to inform and share with the Board Members as a courtesy.
- The Chairperson stated the arrows look good and the Clarkdale text should be script.
- The Vice Chairperson stated she did not like the white and the back of the sign should have Clarkdale on it.

6. NEW BUSINESS

AGENDA ITEM: DISCUSSION & POSSIBLE ACTION: DRB-091080 - A request to add a Sidewalk Café to the front of the business at 915 Main Street / Clarkdale Market, Parcel #400- 03-160.

Staff Report:
Background:

Mrs. Syliva Bourde has submitted an application to the Design Review Board for a sidewalk café for a business located at 915 Main St.

On March 14, 2012 Resolution #1388 “The Sidewalk Café Permit Code” was approved and created a new Section 4-16: General Provisions Sidewalk Café Permit in the Zoning Code Chapter 4. The purpose of the section is to promote general economic development, protect the public health, safety and general welfare and protect the atmosphere of the Town for the benefit of all businesses, citizens and visitors.

The proposed sidewalk café will consist of two 2’4” x 2’4” square metal tables and four matching metal chairs. One set of table and chairs will be placed within the 5’ foot section from the store front window and one set of table and chairs will be placed near the street, leaving a 5’ public right of way complying with the American Disabilities Act (ADA) 5’ required clearance. All tables and chairs will be brought in at the close of business. No stanchions are submitted as the business will not be serving alcoholic beverages. (See attached photos.)

Zoning Code Chapter 4, Section 4-16 Sidewalk Café Permit.

C. Permit required and fees: *An annual permit issued by the Town to operate a sidewalk cafe is required and may be issued only to a business that holds all current Federal, State and local licenses required to operate said business wishing to establish a sidewalk cafe on the public or private property directly adjacent to the business to be used by the general public. Applicant has been informed and will purchase a Sidewalk café permit before implementing further actions on premises.*

***Design Review Board
July 1, 2015***

- D. Furniture: *Use furniture and any other objects of such quality, design, materials, and workmanship that are approved or otherwise authorized by the Design Review Board, including but not limited to barriers, umbrellas, chairs, and tables made of fire retardant and/or pressure treated materials and that can be properly secured/weighted to withstand strong winds. Umbrellas, chairs or tables with advertising, signage or other writing on them are not allowed. Tables and chairs will be pulled in at closing and no advertising exists on proposed tables and chairs.*
- E. Signage: *One temporary, single-sided sign not exceeding six square feet in area, non-illuminated and displayed at a height not exceeding four feet, shall be permitted. The wording of such temporary sign shall be limited to the name of the business operating the sidewalk cafe and may state the items and prices of food offered for sale. The temporary sign shall be placed within the permitted area and shall not be placed on the adjacent building or on any permanent structure and shall be displayed only while the sidewalk cafe is open and operating. The following types of signs and decorations are prohibited: Signs painted or lettered on banner-type material; moving, fluttering and flapping pennants, flags, balloons and similar decorations. Applicant has an approved portable sign.*
- F. Hours: *Sidewalk cafes may operate during the regular business hours of the restaurant operating the sidewalk cafe, but no later than 11:00 p.m. No orders for food and/or beverages shall be taken after 10:00 p.m. for service at the sidewalk cafe. Applicant's business hours are 7:00 AM to 7:00 PM at this time.*
- G. Lighting: *Lighting shall be that from the existing business or street lamps. For safety reasons, no extension cords or free standing temporary lighting will be permitted. Battery operated lights attached to the umbrella poles so as to minimize impact on dark skies and adjacent properties will be permitted. Applicant has been informed of this portion of the code and has no intention of adding lighting at this time.*
- H. Other restrictions:
1. *No outdoor cooking of any type is permitted within the sidewalk cafe area.*
 2. *No amplified music is permitted within the sidewalk cafe area. Single acoustic instruments such as a guitar will be allowed so long as musicians have a contractual arrangement with the owner.*
 3. *Liquor Service. Each sidewalk cafe serving alcoholic beverages shall provide all services in compliance with relevant local, state, and federal laws, including but not limited to the compliance with State Liquor License requirements and the verification of the legal drinking*

age of all patrons. No alcoholic beverages shall be removed from the sidewalk cafe in which they were served. Food service shall be available at all times commensurate with alcohol service. The operator of the sidewalk cafe shall comply with all barriers as may be required with an extension of premises of the relevant liquor license. The applicant does not hold a liquor license.

4. *Health Codes Compliance. Each sidewalk cafe shall ensure compliance with all applicable County Health Codes and obtain any necessary extension/expansion permits required by the County.*
5. *Trash removal. The operator of the sidewalk cafe shall ensure all trash is removed from the sidewalk cafe area at the close of operating hours daily.*
6. *Sidewalk Cafe Location Restrictions. The cafe shall not block or restrict the sidewalk to less than applicable Americans with Disabilities Act (ADA) requirements or block the ingress/egress to any building. Also, no items shall be placed so as to block any doorway, driveway, crosswalk, or counter service window. Clearances should take into consideration nearest immovable object on the sidewalk.*
7. *Smoking. The availability of smoking areas shall be in compliance with applicable federal, state and local laws.*
8. *Any outdoor heating devices need Fire District and Building Official review and approval. The applicant is aware of these other restrictions and shall comply.*

I. Indemnity & Liability: *As part of the permitting process set forth herein, any person or entity receiving a permit set forth herein shall execute an indemnity agreement indemnifying and releasing the Town of Clarkdale, its agents, employees and elected officials from any and all liability against any and all claims, actions and suits of any type whatsoever. The Town shall not be liable to any permittee or any license holder for any damage, loss, inconvenience, business interruption, demolition, loss of business. The applicant is aware of the Indemnity & Liability obligations and shall comply.*

Staff Recommendations

Having met all code requirements, staff recommends the Sidewalk Cafe as presented be approved with the following stipulations:

1. Annual Sidewalk Café fee must be paid.
2. Trash shall be removed from the area every day at the close of operating hours.
3. No outdoor cooking is allowed.
4. Any necessary permitted required by Yavapai County Health Department must be obtained.
5. No amplified music is permitted within the Sidewalk Café area.

6. No additional lighting is permitted.
7. Any outdoor heating devices need prior approval by the Fire District and Town Building Official.
8. Proof of current liability insurance with a rider indemnifying the Town of Clarkdale from any liability related to the Sidewalk Café must be submitted prior to commencing operation of the Sidewalk Café.

Applicant Presentation:

The Staff went over the application information that was provided in their meeting packets.

Questions to Staff/Applicant:

- Board Members were concerned about people smoking in the Sidewalk Café area.
- A commercial cigarette receptacle for this area was discussed.

Discussion:

-Board Member Snyder stated she likes the chairs and they should work well for customers to sit and have coffee.

Action: Board Member Foutz motioned to approve DRB-091080 - A request to add a Sidewalk Café to the front of the business at 915 Main Street / Clarkdale Market, Parcel #400-03-160, as presented with the following Staff stipulations and adding item number nine:

1. Annual Sidewalk Café fee must be paid.
2. Trash shall be removed from the area every day at the close of operating hours.
3. No outdoor cooking is allowed.
4. Any necessary permitted required by Yavapai County Health Department must be obtained.
5. No amplified music is permitted within the Sidewalk Café area.
6. No additional lighting is permitted.
7. Any outdoor heating devices need prior approval by the Fire District and Town Building Official.
8. Proof of current liability insurance with a rider indemnifying the Town of Clarkdale from any liability related to the Sidewalk Café must be submitted prior to commencing operation of the Sidewalk Café.
9. Applicant is to provide a Commercial Cigarette Receptacle.

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

7. AGENDA ITEM: FUTURE AGENDA ITEMS: None at this time.

DRAFT

*Design Review Board
July 1, 2015*

8. **AGENDA ITEM: ADJOURNMENT: Board Member Snyder motioned to adjourn the meeting. Board Member Foutz seconded the motion. The motion passed unanimously. The meeting adjourned at 7:15 p.m.**

APPROVED BY:

SUBMITTED BY:

**Chairperson
Robyn Prud'homme-Bauer**

**Guss Espolt
GIS/Planner II**



STAFF REPORT

DESIGN REVIEW BOARD

Agenda Item: Discussion/possible action DRB-091136 – A Design Review application for shade sails over the outdoor seating area plus extended fencing in front of the processing area at Chateau Tumbleweed – 1151 State Route 89A, parcel # 406-26-313A.

Staff Contact: Guss R. Espolt, Community Development GIS / Planner II

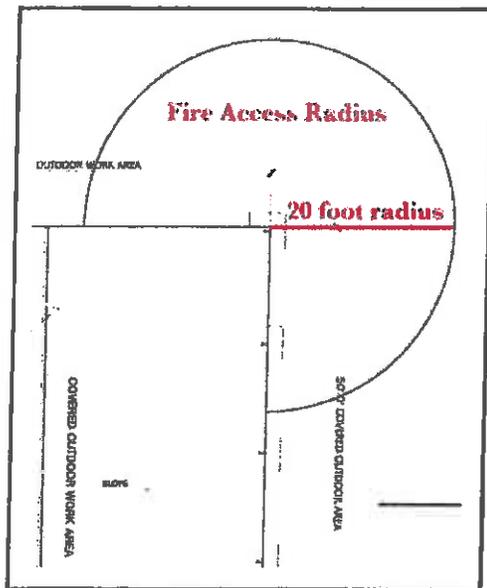
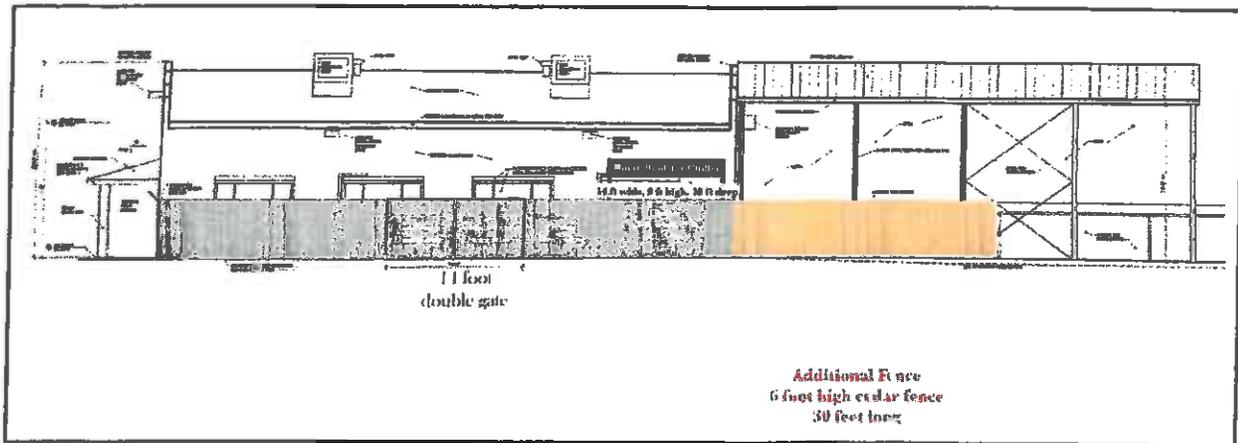
Submitted By: Jeff Hendricks / Common Owner of Cottontucky / Chateau Tumbleweed

Meeting Date: October 7, 2015

Background:

Mr. Jeff Hendricks has submitted an application to Design Review for Coolaroo shade sails over the outdoor seating area. He also wishes to extend fencing previously approved at the June 3rd DRB to provide an aesthetic enclosure and to obscure the equipment and production area at Chateau Tumbleweed, the business located at 1151 State Route 89A.

1. The (4) proposed Coolaroo shade sails over the outdoor seating area will be similar in color to that of the building and surroundings (**sample of fabric will be presented at the DRB meeting.**) The (1) center 12 foot x 12 foot shade sail will be tan. The (3) shade sails will be triangular in shape 12 foot on all sides and will be light brown. The shade sails will be attached to the awning using 2" lag bolts. The other sides will be attached to 8 foot high 4x4 redwood posts attached to the existing 4" x 4" redwood posts that are mounted to the pavement in 12 places with four 4.5" concrete anchors at each post. They will be fastened to existing posts with four 8.5" by 3/8" diameter bolts. (See attached renderings and photos.)
2. The proposed fencing will be 30 linear feet of 6' high cedar fence in front of the processing area extending from the June 3rd DRB approved fencing. The extension fence is to help obscure the equipment and production area. The fence request will not impact the 20 foot radius for emergency service accessibility required by the Clarkdale Fire District. (See attached rendering.)



Staff Analysis

Zoning Code Chapter 11, Section 11-4 Review Criteria for Design Review Approval.

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

Staff Recommendations

Having met all code requirements, staff recommends the application as presented be approved with the following stipulations:

1. Installation of the 30 linear feet of 6' high cedar fencing and 8 foot high 4" x 4" redwood posts for the shade sails shall be inspected and approved by the Town's Building Official.

Attachments

- 1. Applicants letter of intent**
- 2. Aerial view of the site**
- 3. Boundary plot plan**
- 4. Photos and mock-up of proposed project**

Complete the following-Print or type (all blanks must be completed, if not applicable write "N/A"):

INFORMATION:

Property Address: 1151 W. State Route 89A Zoning: Commercial
(Attach separate sheet if necessary)

Applicant Name: Cottontucky LLC dba Applicant Phone #: 928-634-0443
Chateau Tumbleweed

Applicant's Relationship to Property Owner: Common ownership of Cottontucky

Property Owner(s) Name and Address: (Identify partners, corporation officer; specify ownership interest: fee, option, etc.)
Red River Cattle LLP, 5601 W. Elliot Rd, Laveen, AZ 85339

Type of occupancy use(s)/classification(s) of the building: Winery and tasting room

Square footage of proposed structure (broken down by use in a mixed use project):
No proposed change at this time 2,365 sq. ft. currently

CONTACT PERSON:

Identify the person to serve as the contact person. This will be the only person notified by the Town of the meeting schedule. It will be his or her responsibility to notify the other parties who may be involved.

Name: Jeff Hendricks
Mailing Address: 2222 Rockview Ln., Clarkdale
Phone #: 408-838-2023

OWNER CERTIFICATION:

I certify that I am an owner and the information and exhibits herewith are true and correct to the best of my knowledge in filing this application. I am acting with the knowledge and consent of all persons in interest and understand that without the consent of all persons in interest the requested action cannot lawfully be accomplished. I give my permission for authorized officials of the Town of Clarkdale to enter the premises described in this application.

Signature: [Signature] Date: 9/16/15

Name (Printed): Jeff Hendricks Telephone #: 408-838-2023

Mailing Address: 2222 Rockview Ln Town: Clarkdale State: AZ Zip Code: 86324

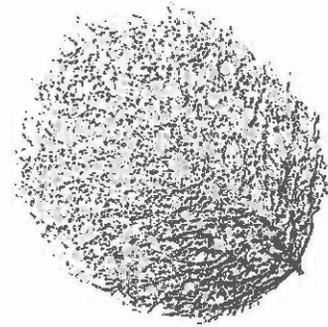
STAFF USE ONLY - Project # DRB - # 091136

Application Accepted By: Guss/CDD Date: 9/16/15 Time: 2:00pm

Fee Received: \$90.00/chk# Projected Design Review Board Date: 10/7/15
001943

Chateau Tumbleweed Winery and Tasting Room
1151 West State Route 89A
Clarkdale, AZ

chateau
TUMBLEWEED



9/15/15

Prepared by Jeff Hendricks
2222 Rockview Lane
Clarkdale, AZ 86324

Chateau Tumbleweed is seeking to make two changes to the outdoor premises.

The first change is to provide more shade to our outdoor seating area, as well as, make it more appealing in appearance. With such a small tasting room space we want to have a very welcoming outdoor area for customers to sit.

The second change is to make help hide our production area will an addition to a cedar fence. It's a 30 foot extension to help obscure our equipment and production areas.



Parcel# 406-26-313A
1151 State Route 89A

This map is designed to provide information about Clarkdale, and is prepared for general planning and informational purposes only. It is not accurate to engineering or surveying standards. While every effort is made to ensure this map is as complete and accurate as possible, neither warranty nor fitness is implied. The information is provided on an "as-is" basis. The Town of Clarkdale shall have neither liability nor responsibility to any person or entity with respect to any loss or damage in connection with or arising from the information on this map.

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The Town of Clarkdale
Community Development Department
200 East 300th Street
Clarkdale, GA 30524
(678) 838-2500

Parcel# 406-26-313A
1151 State Route 89A

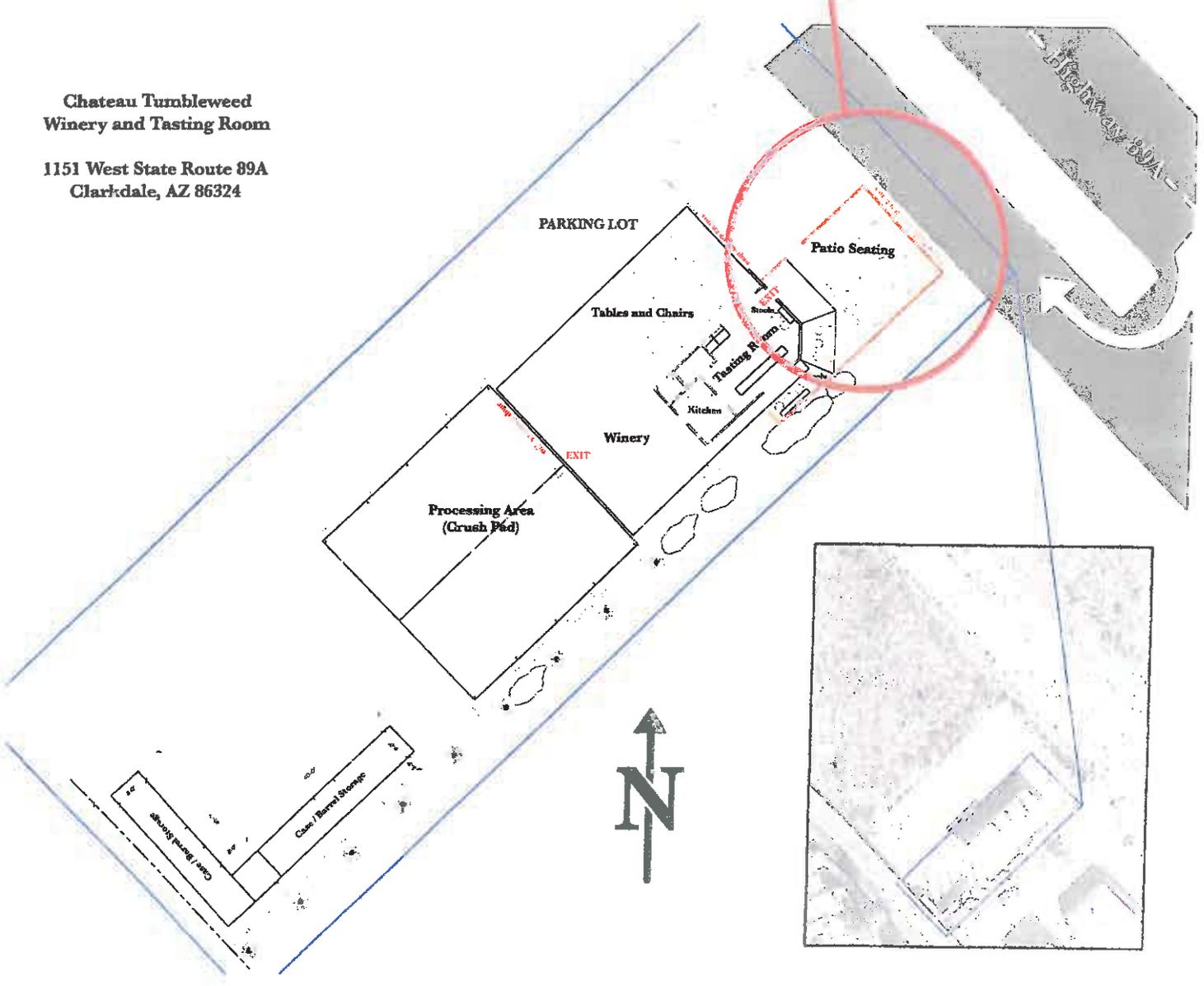


February 10, 2015

G.E.

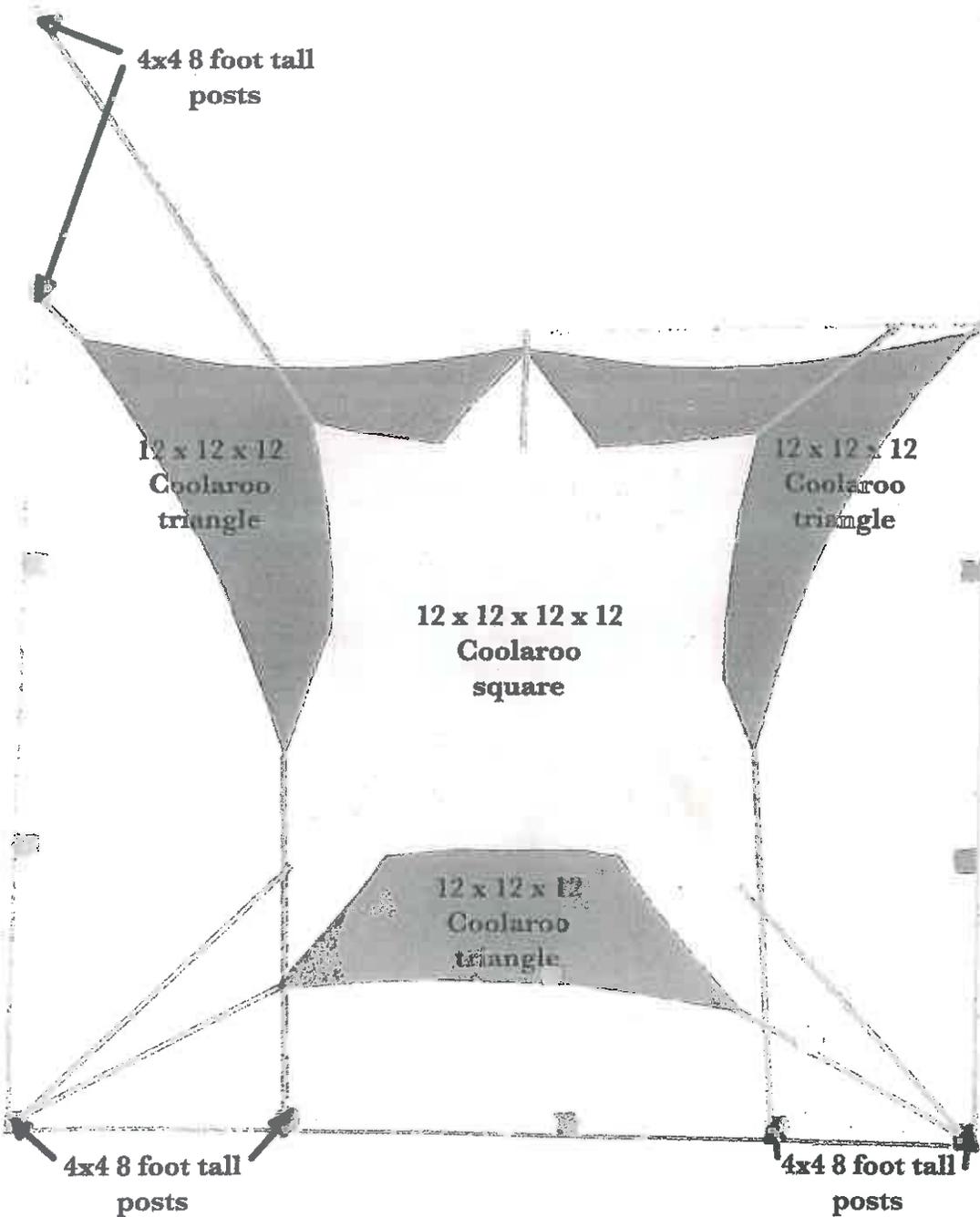
The blow up on the next page is the area on this diagram marked as "patio seating" and circled in red

**Chateau Tumbleweed
Winery and Tasting Room**
1151 West State Route 89A
Clarkdale, AZ 86324



The Coolaroo brand shade sails will be attached to the building using their proprietary mounting system included with the purchase. The other side will be attached to 8 foot high 4x4 redwood posts attached to fence posts that already exists (4x4 redwood posts, 4 feet high) and are mounted to the pavement in 12 places with four 4.5 inch concrete anchors at each post. They will fastened to existng posts with four 8.5 inch by 3/8 inch diameter bolts.

The colors will be similar to that of the building and surroundings. Brown and tan.



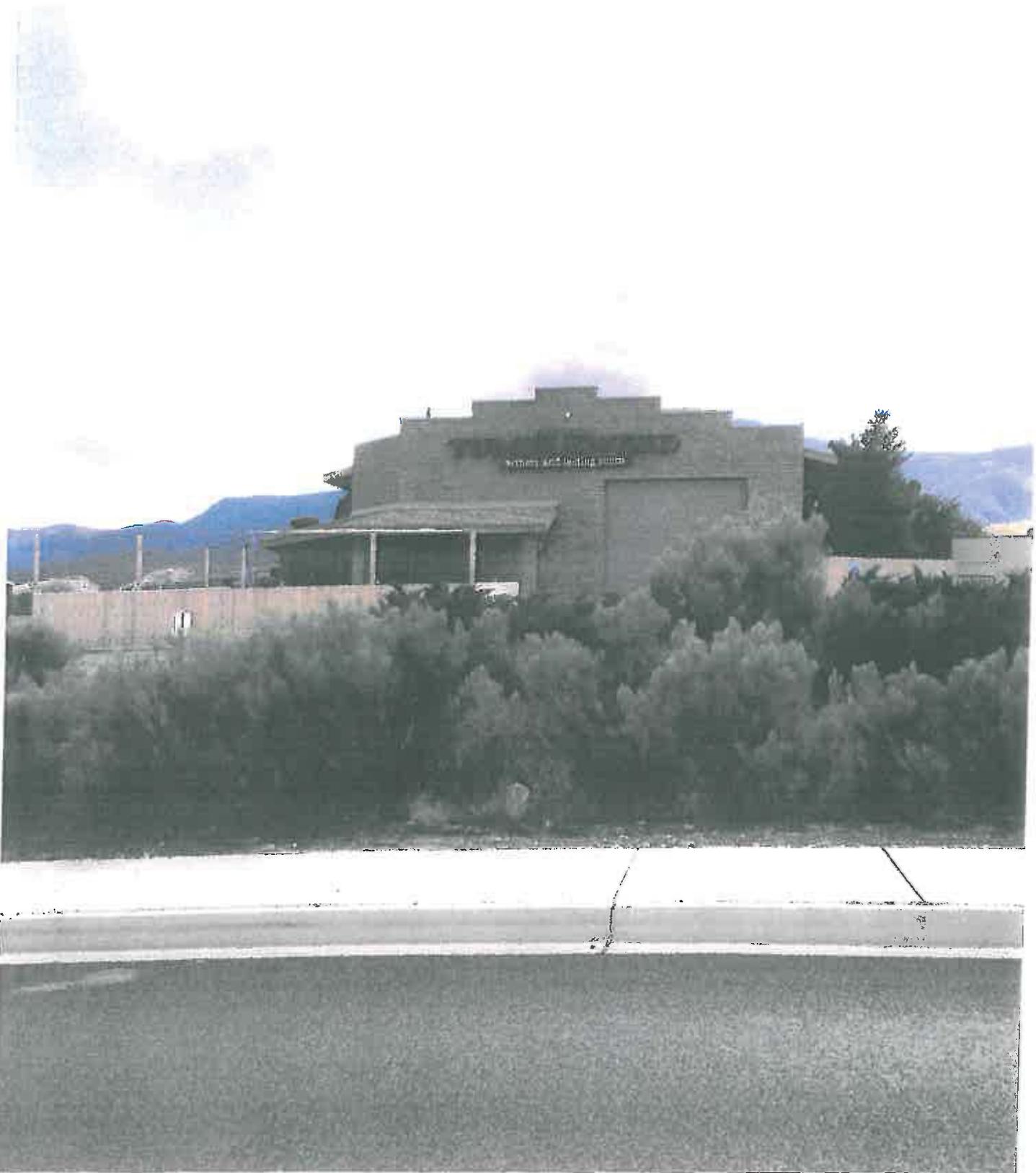
Photos of existing fence that 8 foot 4x4 beams will be bolted to.



Some samples of Coolaroo sails installed in a similar manner and color to how we'd like to install them.

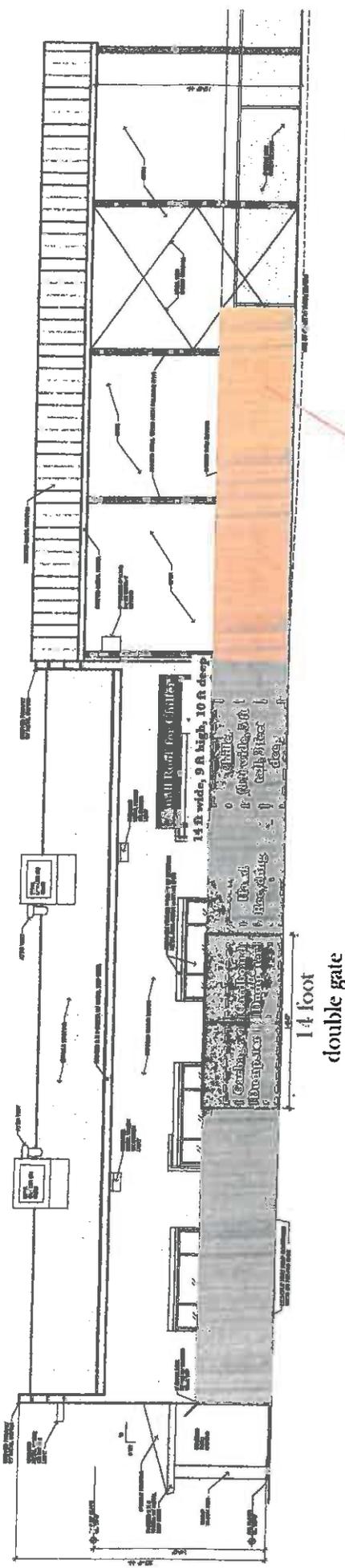


This is a mock up of how it would look from the highway as you drive by.
The angle is such that the sail shades would almost dissappear because they are at eye level.



This is a view of the northwest side of the building, facing the parking lot.

We are requesting an addition on 30 more feet of the same cedar fence to help hide our production area.



Additional Fence
6 foot high cedar fence
30 feet long



STAFF REPORT

DESIGN REVIEW BOARD

Agenda Item: Discussion / Architectural Repairs on and in the Clark Memorial Clubhouse
– 19 N Main Street, Clarkdale AZ parcel # 406-06-008B.

Staff Contact: Guss R. Espolt, Community Development GIS / Planner II

Submitted By: Wayne Debrosky / Utilities & Public Works Director

Meeting Date: October 7, 2015

Background:

Mr. Wayne Debrosky the Utilities and Public Works Director has come to discuss an architectural proposal to the repairs to the Clark Memorial building exterior, terrace and basement. The discussion will also include the proposal to bring the restrooms up to the 2010 ADA standards for accessible design.

Attachments

1. Clarkdale Memorial building exterior/basement repairs architectural services & fees Page 1-3
2. Clarkdale Memorial Clubhouse exterior and deck repairs comments based on walk-thru on 8-26-2015

CLARKDALE MEMORIAL CLUBHOUSE EXTERIOR AND DECK REPAIRS COMMENTS BASED ON WALK-THRU 8-26-15

- Horizontal and vertical cracks and wall damage above west side of Basement Entry.
- Basement ceiling below east deck has water damage in numerous locations. At one location the bottom portion of the concrete fell out and re-bar is exposed.
 - Damage appears to be linear at most locations, in east-west direction possibly following joints in slab.
 - Some of the damage follows location of cast iron leader drain pipes along ceiling- either due to joint in slab following this location or directly due to problems with leaders.
 - Damage parallel to east wall at center of Bowling Alley.
 - Need to verify thickness of ceiling/ deck slab.
 - Damage at north end of Storage Room ceiling (adjacent to Basement Entry).
 - Ceiling spans are 14'-6" at north end of Bowling Alley, 10'-9" at center and 11'-6" at south end of Bowling Alley.
- PVC drains from Ladies Lounge Toilet and galvanized drain from Janitor Closet sink drains are exposed- plumbing appears to be generally ok.
- Concrete gutter runs along east foundation of the exterior of the building, sloping towards the south.
- Many window sills throughout have considerable amount of cracking and need to be repaired.
- Many doors are beyond repair and need to be replaced.
- Copper gutter throughout is too small and water drains over gutter edge in almost all locations.
- Some roof flashings need repair or replacement.
- Temporary diverter installed at east gutter where flat roof scupper drains onto sloped roof.
- Town had installed Home Depot "Deck-Over" paint over the entire east deck. This is failing, and appears to have been installed over older 1/8" +/- cementitious deck coating which is also failing.
- Deck is sloped towards the east and drains off east edge (which has concrete lip). Deck slope appears to be less than 1/4" per ft, but needs to be verified.
- Possibly add reglets/flashings where deck meets east building wall.
- Stucco patch required at several locations throughout.
 - Large area of stucco patch required at southwest corner of building.
- Cornice cracks near corners at several locations throughout. Some are hairline, but some are large enough to create concern.
- General cracks at upper portion of walls and cornices throughout. Some are hairline, but some are large enough to create concern.
 - Large crack above Ladies Lounge main entry.
 - Large crack on south elevation of Men's Lounge.
 - Large portion of cornice at north wall of Auditorium fell off.
- Cracks and water damage noted where roofs butt into side walls at end of gutter low.
- Tiles and gutter damaged at northwest wall of Auditorium.
- Horizontal crack parallel to cornice edge along north wall of main Women's Toilet.
- Survey will need to be done of which windows and doors need to be replaced versus repaired.
 - North Auditorium windows are bad.
 - Kitchen windows are bad.
 - Men's Lounge south windows are bad.
 - Multiple doors are bad.
- Survey with Structural Engineer needs to be done of structural vs aesthetic damage.

Date: September 3, 2015

To: Town of Clarkdale
890 Main Street
Clarkdale, AZ 86324

Wayne Debrosky, Public Works Director

Re: Architectural Proposal for Repairs to the Clarkdale Memorial Building Exterior, Terrace and Basement, 19 N. Main Street Clarkdale, AZ 86324

Wayne,

Below please find our architectural proposal for the exterior, the east terrace and basement repairs to the Clarkdale Memorial Building in the Town Complex at 19 N. Main Street Clarkdale, AZ 86324.

Basic Architectural Services:

PHASE 1: Discovery and Design Phase:

- Meet with the Town Staff to review the project scope, criteria, phasing requirements and budgets.
- Investigate and research any Building Code and or Historical requirements that will impact the building repairs both inside and outside.
- Survey/measure/photograph the basement, the east terrace and all exterior elevations for as-built conditions.
- Survey the building with our Structural Engineer to determine if any of the areas that need to be repaired will require structural work (see Additional Services).
- Prepare As-Built drawings of the basement, the east terrace and all exterior elevations noting all the areas of work to be considered including any structural work and doors and windows that will need repair or replacement.
- Meet with the Town Staff to review the As-Built drawings. Agree on all areas of work to be included in the entire scope for this project. If possible define the project phasing.
- Research the most appropriate building materials to accommodate the various repairs required including door and or window replacements.
- Research the material and labor costs for each repair or replacement item.
- Prepare Design Drawings, a Repair Report and a Cost Estimate for review by the Town Staff. The Design Drawings shall also indicate the various phasing of the construction.
- Verify if it will be required to present the Design Drawings to the Design Review Board and or the Town Council for approval and if so present at the meeting or meetings (see Additional Services).

Note: It is the understanding of the Architect that this project will be phased for the construction. The phasing shall be determined in the Design Phase and shall be based on available Capital Improvements Funding allocated by the Town Council.

PHASE 2: Construction Document Phase:

- Prepare construction documents for the phase or phases approved by the Town to be completed at this time.
- Construction documents for each phase shall include all required architectural drawings/ plans/ elevations/ details/ schedules and structural drawings (if necessary) and project specifications.
- Provide an updated cost estimate for each phase at the time that phase is approved by the Town.
- Submit for Building Permits as required by the Town.

Note: Future phases to be completed at the instruction of the Town shall be considered under this agreement.

PHASE 3: Bidding and Construction Phase:

- Provide Bidding and Construction Contract Negotiations for each phase as required by the Town.
- Provide Construction Administration for each phase as required by the Town.

architecture works GREEN, inc.

Reynold P. Radoccia, AIA, LEED-AP BD+C

1550 ABBEY ROAD SOUTH
(928) 634-3349
www.architectureworks.net

CLARKDALE, ARIZONA 86324
FAX: (928) 634-3131
info@architectureworks.net

Additional Architectural Services:

These are Architectural Services beyond the Basic Architectural Services as described above. Examples of Additional Services are as follows:

- Structural Engineering Initial Site Visit/Evaluation..... \$750
- Structural Engineering (if required)..... Negotiated Fee +10% Multiple
- Prepare & Attend DRB & or Council Meetings Hourly Rates
- Adjustments due to Unforeseen Conditions Hourly Rates

Additional Services to be billed at our Standard Hourly Rates as described below.

Architectural Fee for Basic Services:

The Architectural Fee for Basic Services shall be divided into **Three (3) Phases**.

1. PHASE 1: Discovery and Design Phase shall be billed hourly based on the standard rates stated below and **shall not exceed Nine Thousand Six and Hundred Dollars (\$9,600)**.
2. PHASE 2 & PHASE 3: Construction Document, Bidding and Construction Phases shall be billed hourly based on the standard rates stated below. At the time those phases proceed the Architect will estimate a not to exceed price and present that estimated price to the Town for review and approval.

Note: The Basic Services Fee does not include Additional Services Fees and or Reimbursable Expenses.

Architect's Standard Hourly Rates:

- Principal Architect.....\$140/ hour
- Architect 2.....\$120/ hour
- Architect 2 Drafting\$90/ hour
- Intern Architect.....\$80/ hour
- Clerical.....\$50/ hour

Time Frames:

- PHASE 1, the Discovery and Design Phase the Architect estimates approximately **eight (8) weeks** to complete, not including Town meeting submittal timeframes.
- PHASE 2, the Construction Document Phase time frames shall be determined at the time the Town instructs the Architect which phase or phases to proceed with.
- PHASE 3, the Bidding and Construction Phases time frames shall be determined at the time the Town instructs the Architect which phase or phases to proceed with.

Reimbursable Expenses:

These are expenses that are paid in addition to the Architectural Fee and shall be billed monthly.

1. Photocopies and Laser Prints8 1/2" x 11\$0.15 each
2. Sticky Backs8 1/2" x 11\$3.00 each
3. Plot Copies24" x 36"\$3.00 each
4. Plot CAD Drawings Bond24" x 36"\$6.50 each
5. Plot CAD Drawings Bond11" x 17"\$3.50 each
6. Color Plots8 1/2" x 11"\$1.00 each
7. Color Plots11" x 17"\$3.50 each
8. Color Plots24" x 36"\$7.50 each

9. Digital Photos & Processing	\$0.35 each
10. Document Binding & Covers	\$25.00 each
11. CD's or Thumb Drives	\$15.00 each
12. A.I.A. Contract Documents.....	\$25.00 each
13. Mileage (beyond the Verde Valley).....	0.60 per mile
14. Postage/Freight	cost + 10%
15. Permit Fees.....	cost + 10%
16. Misc. Reimbursable Expenses.....	cost + 10%

Insurance:

- As required by the Town of Clarkdale.

Contract:

- As required by the Town of Clarkdale.

Attachments:

1. Clarkdale Memorial Clubhouse Exterior, East Terrace & Basement Repairs, Comments based on Preliminary Walk-Thru 8-26-2015.

END of DOCUMENT



Staff Report

Agenda Item: **WORKSESSION:** Discussion regarding the **DRAFT** Clarkdale Parkway to Centerville Roundabout Focus Area Plan

Staff Contact: Beth Escobar

Meeting Date: October 7, 2015

Presented to: Design Review Board

Background:

In 2013 the Clarkdale Town Council adopted the Sustainable Community and Economic Development Plan. One of the focus areas identified in the plan is business retention, expansion and attraction. The first short-term strategy within this focus area is to create area-specific plans and infrastructure development plans for the following areas:

- SR 89A Corridor
- Broadway Corridor
- Bitter Creek Industrial Area
- Arts & Entertainment District

Each of these areas is identified as having the potential to contribute to the economic prosperity of the town. In addition, each of these areas has adjacent residential property that could benefit and would be impacted by increased commercial development.

The Planning Commission began working on this project in August 2014 and decided to begin with the SR 89A Corridor Focus Area. Because of the length and diversity of this highway corridor, the Planning Commission decided to break SR 89A into smaller segments and begin with planning for the Clarkdale Parkway to Centerville Roundabout portion of the highway. Zoning in this area is commercial with existing industrial zoning for the Mold in Graphics property.

In January 2015 the Planning Commission began meeting with property owners and stakeholders for this sub-area. During a series of three meetings the following topics were discussed:

- Development of property in this area will be challenging due to minimal depth of some properties and limited access off the state highway.
- Area could support the development of smaller commercial ventures, such as professional and medical offices and boutique shops. Apartment complexes would also be appropriate for some of the locations.
- Construction of the new firehouse will provide an anchor for the area.



Staff Report

- Cement Plant Road needs to be widened and improved to accommodate vehicular and pedestrian traffic.
- Accommodation of truck traffic from the cement plant needs to be addressed in planning for development.
- Development of park and ride locations and extensive pedestrian connections are important.
- Deception Wash, which transects a large portion of this area from east to west, presents challenges for construction and opportunity for preservation of open space and possible pedestrian connections.
- The possibility exists to create a public/private partnership to design and build commercial grade arterials from Broadway through Luke Lane and then along Cement Plant Road to the SR 89A roundabout.

The Planning Commission has also identified the importance of connecting this focus area with the existing downtown historic and arts and entertainment districts so it is apparent it is all part of the Town of Clarkdale. One way this can be accomplished is through pedestrian connections. Common visual and architectural themes can also serve to make a connection between the two areas. Staff is requesting input from the Design Review Board to assist in developing specific design guidelines for the focus area that will encourage new construction to reflect and honor the downtown historic district.

Community Meeting:

As a result of the discussions noted above, a draft plan was developed. It was agreed this plan should be presented to the public for input and feedback.

A press release inviting the public to attend was submitted, and the meeting was posted on the Town website and Facebook page. Stakeholders and property owners were invited to attend, as well as the Design Review Board. Representatives from ADOT and the City of Cottonwood were also invited to attend.

The goal of this meeting was to gather input about the draft focus area plan and hear from the community what type of development they would like to see in this area.

Two members of the public attended the meeting. An open house meeting will be scheduled for early November. An article will be included in the Small Talk newsletter to hopefully encourage greater participation. Staff will incorporate all comments received during the public input process into the draft plan for presentation to Town Council at a later date.

Recommendation: Discussion only.

Attachments:

1. Draft plan

