

MINUTES OF A REGULAR MEETING OF THE BOARD OF ADJUSTMENT OF THE TOWN OF CLARKDALE HELD DECEMBER 18, 2002 AT 6:00 P.M. IN THE MEN'S LOUNGE, CLARK MEMORIAL CLUBHOUSE, CLARKDALE, ARIZONA.

A regular meeting of the Board of Adjustment of the Town of Clarkdale was held on December 18th, 2002, at 7:00 p.m. in the Men's Lounge, Clark Memorial Clubhouse.

Chairperson	Robert Noland	Present
Vice Chairperson	Jerry Wiley	Present
Boards Members	Robert Sayles	Absent (Heart Attack/Surgery)
	Frank Sa	Present
	Ed Knight	Present
Staff:	Planner II	Steven Brown
	Planner I	Ry Smith
	Amin. Assistant	Linda Noland

Others In Attendance: Robyn Prud'homme-Bauer Planning Commission Chairperson.

CALL TO ORDER: Chairperson Noland Called the meeting to order at 6:00 p.m.

ROLL CALL: Roll was called. It was noted that Board Member Sayles was absent. A quorum was present.

APPROVAL OF MINUTES: Chairperson Noland asked for a motion to approve the minutes of the regular meeting of September 18, 2002. Board Member Sa: made a motion to approve the minutes as submitted. Vice Chair Wiley: seconded the motion. The motion passed unanimously.

CHAIRPERSON'S REPORT: Chairperson Noland discussed information which he received while attending a training seminar of Boards and Commissions held in Phoenix in November. Noland highlighted on the four reasons for granting variances, stating that if the Board of Adjustment can't make a decision on granting a variance, the next step is taking the matter to the Supreme Court. Chairperson Noland also noted the Board of Adjustment can't change density or zoning of properties. Noland asked the Board Members to read over the information given to them. Adding the information received from the seminar would be of great value to the new Board of Adjustment Members.

PLANNING DIRECTOR'S REPORT: Since Planning Director Richardson was absent, Planner Brown reported that along with Staff, the Planning Commission put together a draft for Site Plan Review Process, stating that Chairperson Prud'homme-Bauer of the Planning Commission would be sharing the highlights of the Site Plan Review with the Board tonight.

NEW BUSINESS:

1. **CHAIRPERSON NOLAND TO DISCUSS INFORMATION RECEIVED FROM A TRAINING SEMINAR OF BOARDS AND COMMISSIONS WHICH WAS HELD IN PHOENIX:** Chairperson Noland discussed this information during the Chairperson's report.

2. **REVIEW AND DISCUSSION OF PROPOSED SITE PLAN REVIEW:** Chairperson of the Planning Commission, Prud'homme-Bauer made a presentation to the Board on the Proposed Site Plan Review, stating the Site Plan Review deals only with commercial, industrial and multi family aspects. This is a plan that Clarkdale has needed for some time and will help to insure good projects for the Town of Clarkdale. Several questions were raised by Board Members, which were addressed. It was also mentioned that the City of Sedona and City of Cottonwood received a copy of the Proposed Site Plan Review for their review and comments. Also, all commercial and industrial property owners were notified by mail of the Proposed Site Plan Review. If they have any questions they may call the Planning Department. January 6th, 2003, the Planning Commission will hold a Public Hearing on the Proposed Site Plan Review. The Council will also hold a Public Hearing on January 14th.

3. **ADJOURNMENT**

With no further business, chairperson Noland: made a motion to close the meeting. Board Member Sa: seconded the motion. The motion passed unanimously and the meeting adjourned at 7:10 p.m.

REVIEWED BY:

Steven Brown
Planner II

APPROVED BY:

Robert Noland
Chairperson

SUBMITTED BY:

Linda Noland
Administrative Assistant