

MINUTES OF A REGULAR MEETING OF THE DESIGN REVIEW BOARD OF THE TOWN OF CLARKDALE HELD ON DECEMBER 11, AT 9:00 A.M. IN THE MEN'S LOUNGE, CLARK MEMORIAL CLUBHOUSE, CLARKDALE, ARIZONA.

A regular meeting of the Design Review Board of the Town of Clarkdale was held on December 11, 2002, at 9:00 a.m. in the Men's Lounge, Clark Memorial Clubhouse.

Board Members:	Chairperson	Pat Williams	Present
	Board Members	Henry Stevens	Present
		James Schulz	Present
		David Gatchell	Present
		George Kiser	Present

Staff:	Planning Director	Lyle Richardson
	Planner II	Steven Brown
	Planner I	Ry Smith
	Administrative Assistant	Linda Noland

Others in Attendance: Robyn Prud'homme-Bauer Chair Planning Commission and Susan Sammarco, Board Member of the Planning Commission.

CALL TO ORDER: Chairperson Williams called the meeting to order at 9:00 a.m.

ROLL CALL: Roll was called, all board members were present, creating a quorum.

CONSIDERATION AND APPROVAL OF MINUTES: Chairperson Williams: made a motion to approve the minutes of the November 13th meeting. Board member Schulz noted that in the minutes of November 13th, election of officers was tabled to the present meeting due to lack of a full committee being present. This was not included in the agenda for the present meeting. Planning Director Richardson stated that during the November 13th meeting this motion was made during public discussion because it was continued specifically to this agenda and hearing action could be taken. Chairperson Williams: made a motion to elect officers. Board Member Stevens: seconded the motion. The motion passed unanimously. Board Member Stevens nominated Chairperson Williams to continue on as Chairperson. Board Member Kiser: seconded the motion. The motion passed unanimously. Chairperson Williams nominated Board Member Stevens as Vice Chair. Board Member Gatchell: seconded the motion. The motion passed unanimously.

CONSIDERATION AND DISCUSSION FROM THE PUBLIC: None

REPORTS:

CHAIRPERSON REPORT: None

STAFF REPORT: Planning Director Richardson introduced Robyn Prud'homme-Bauer and Susan Sammacro, members of the Planning Commission, whom were present to discuss the Site Plan Review.

NEW BUSINESS:

1. 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 a long time and will help to insure good projects for the Town of Clarkdale.

Planning Commission Board Member Sammarco made a few comments to the Board, stating the preparation of the Proposed Site Plan Review was a great learning experience for her.

Several questions were raised by Board Members. Board Member Schulz pointed out several definitions that are needed to make the document more understandable.

Planning Director Richardson stated the cities of Cottonwood and Sedona would be receiving a copy of the Proposed Site Plan Review, for their review and comments. Also all commercial and industrial property owners would be notified by mail and if they had any questions they could call the Planning Department. January 6th, 2003 the Planning Commission will hold a Public Hearing on the Proposed Site Plan Review and also the Council will hold a Public Hearing on January 14th.

ADJOURNMENT

With no further business, Chairperson Williams: made a motion to close the meeting at 10:10a.m. Board Member Stevens seconded the motion. The motion passed unanimously.

REVIEWED BY:

Lyle Richardson
Planning Director

APPROVED BY:

Pat Williams
Chairperson

SUBMITTED BY:

Linda Noland
Administrative Assistant