

MINUTES OF A SPECIAL MEETING OF THE DESIGN REVIEW BOARD OF THE TOWN OF CLARKDALE HELD ON MONDAY, OCTOBER 24, 2005, AT 7:00 P.M. IN THE CLARK MEMORIAL CLUBHOUSE, 19 NORTH 9TH STREET, CLARKDALE, ARIZONA.

A SPECIAL meeting of the Design Review Board of the Town of Clarkdale was held on Wednesday, October 24, 2005, at 7:00 p.m. in the Clark Memorial Clubhouse, 19 North 9th Street, Clarkdale, AZ.

Board members:

Chairperson	Ellie Bauer	Present
Vice Chair	Marsha Foutz	Present
Board members	Anke Pitrella	Present
	Charles Scully	Present

Staff:

Interim Community Development Director	Sherry Bailey
Planner II	Normalinda Zuniga

Others in Attendance: None.

1. **CALL TO ORDER:** Chair Bauer called the meeting to order at 7:00 p.m.
2. **ROLL CALL:** Planner II Zuniga called roll.
3. **MINUTES:** Board member Bauer made a motion to approve the minutes of September 24, 2005, with grammatical corrections. Board member Pitrella seconded the motion. The motion passed unanimously.
4. **REPORTS:**
Chairperson's Report: None.
Staff Report: Interim Community Development Director Bailey announced The Annual 2005 Board & Commissions Conference is scheduled for December 12, 2005, at the Black Canyon Conference Center in Phoenix, AZ.
5. **PUBLIC COMMENT:** None.

Chair Bauer motioned to move item 9, under New Business before item 6 in Old Business. Board member Scully seconded the motion. The motion passed unanimously.

NEW BUSINESS

9. **DISCUSSION AND POSSIBLE ACTION** – on Site Plan Review for the Cannon Triplex submittal at 527 First North Street, Parcel #400-03-083A.

Staff Report: The applicant has submitted an application for a tri-plex to be built on an existing slab. The slab was from the original boarding house. The building Official has met with the applicant and concurred that the existing slab can be used with an engineer's review of the integrity of the slab. The applicant has received Board of Adjustment approval to place a multiple family structure on this site within this zone.

Staff reviewed the Applicability of Review for the site plan. Design Review procedures.

Staff Comments: The applicant has provided elevations of the structure with the site plan and a copy of the picture of the original boarding house. The applicant intends to keep the front porch design similar to the original structure with a neutral color scheme and hardy siding to replicate the original lap siding. The roof is brown asphalt shingles.

Recommendations: The Design Review Board may approve the plan as submitted, conditionally approve with stipulations or disapprove this application as filed.

If the Board decides to approve the application, staff requests that the following stipulation be included:

The applicant needs to submit an engineered drainage plan to the Community Development Department for review and approval prior to the issuance of a building permit.

The Board discussed the colors, materials to be used, air conditioning, carport, parking, landscaping and grading.

Board member Foutz made a motion to accept the application with the following stipulation:

The applicant is to submit an engineered drainage plan to the Community Development Department for review and approval prior to the issuance of a building permit.

Board member Scully seconded the motion. The motion passed unanimously.

OLD BUSINESS:

6. WORKSESSION on Hardscape Design Standards

Staff Report: The Board has been working on the Hardscape Design Standards since May of this year. Staff feels that there are three more items that need to be considered and discussed:

Land Dedication: Staff feels that it is important to include a standard that mandates that land be dedicated to the Town for the purpose of a Pathway or Trail System. The following verbiage is suggested:

When appropriate, the dedication of land for municipal pathway and trail development may be required by the town Council as a condition of a rezoning approval. Development Plan approval or a Specific Plan approval.

Emergency Vehicle Access: Staff would like to hear discussion from the Board regarding the need and implementation for emergency vehicle access.

Rest Area Intervals: Staff has researched the Federal Highway Administration Guidelines for rest area intervals and has included their information below:

Rest area interval is defined as the distance between rest areas. Most agencies and private organizations that provide recommendations for rest area intervals concur with the 1994 Recreation Access Advisory Committee, which recommends that easier, moderate and difficult trails should have rest areas at maximum intervals of 121.9 m, 274.3 m, and 365.8 m (400 ft., 900 ft, and 1200 ft) respectively. The California State Parks Guidelines call for rest areas on easier, moderate and difficult at maximum intervals of 61.0 m, 121.9 m, and 182.9 m (200 ft, 400 ft, and 600 ft) respectively. The New Mexico Plan specifies 402.5 m (1,321 ft) as the maximum allowable interval between rest areas on difficult trails.

Recommendation: Staff recommends that the board discuss the above-mentioned information and provide feedback.

The Board discussed the submitted Hardscape Design Standards. The Board recommended staff clarify surface and shoulder more thoroughly. They also discussed intersections, pathways and trails; having odd number of posts that would be removable.

The Board directed staff to research the above and bring back examples to the next meeting.

7. ELECTION OF OFFICERS

Interim Community Development Director Bailey explained to the Board that the Town Clerk and Town Attorney stated the Chairperson position could not be rotated between the members. Board members agreed that if the Chairperson position was to be rotated, the current Chair would need to resign after three months and another Chair elected. No motion needed.

8. MEETING TIME

Board members agreed to change the meeting time for the Design Review Board to 6:30 p.m. Board member Foutz made a motion to change the meeting time to 6:30 p.m. Board member Pitrella seconded the motion. The motion passed unanimously.

NEW BUSINESS:

10. **FUTURE AGENDA ITEMS:** Lighting plan for Mountain Gate and Conditional Use Permit for a water storage tank.

11. **ADJOURNMENT:** Board member Foutz motioned to adjourn. Board member Petrella seconded the motion. The motion was unanimous. The meeting adjourned at 9:20 p.m.

APPROVED BY:

SUBMITTED BY:

Ellie Bauer
Chairperson

Normalinda Zuniga
Planner II