

MINUTES OF A SPECIAL MEETING OF THE DESIGN REVIEW BOARD OF THE TOWN OF CLARKDALE HELD ON WEDNESDAY, NOVEMBER 9, 2005, AT 6:30 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, November 9, 2005, at 6:30 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
Administrative Assistant	Charlene Stockseth

Others in Attendance: Brian Nicoll and Ben Buhr, Empire Companies.

1. **CALL TO ORDER:** Chair Bauer called the meeting to order at 6:30 p.m.
2. **ROLL CALL:** Admin. Assistant Stockseth called roll.
3. **MINUTES:** Board member Scully made a motion to approve the minutes of September 24, 2005. Board member Foutz seconded the motion. The motion passed unanimously.
4. **REPORTS:**

Chairperson's Report: Chair Bauer stated there is still one vacancy on the Design Review Board. She also stated that Board members should review the Yavapai County Regional Plan, this could impact trails in the community.

Staff Report: Interim Community Development Director Bailey stated there will be a joint meeting with the Parks and Recreation Commission and Planning Commission December 12, 2005, regarding the Parks Master Plan. She also stated the Zoning Code has been restructured and is available on the Town web site.
5. **PUBLIC COMMENT:** Brian Nicoll from Empire Companies gave an update on Mountain Gate. There are three to four more weeks of mass grading, they will be spreading seed on the slopes, open the sales trailer the following weekend and pour slabs for the triplex town homes. There will be landscape of plants and decomposed granite for the sales trailer. There are no prices on the homes as of yet.

Chair Bauer moved item 7, under New Business before item 6 in Old Business.

NEW BUSINESS

7. **DISCUSSION AND POSSIBLE ACTION** – on Design Review Application from Empire Construction for the street lighting for Mountain Gate Subdivision, Parcel #400-06-053E.

Ben Buhr of Empire Companies made a presentation on the lighting. The lighting is well within the dark sky ordinance. They have placed the maximum amount of lights per Town regulations and the original agreement.

The Board felt there were too many lights on Mountain Gate Drive, and not enough lights at street corners and parking areas. After much discussion, Empire agreed to the Board recommendations.

Board member Foutz motioned to approve the submitted street lighting design plan for Mountain Gate Subdivision with the following stipulations:

- a. The Mountain Gate Home Owners Association shall be responsible for and shall maintain the proposed street lighting.
- b. There shall be four 25 foot street lights at the round about and three staggered 25 foot street lights on Mountain Gate Drive leading up to the residential development.
- c. Each of the three town home auxiliary parking lots (with the exception of Brindle Drive, which shall have low lights) shall have a bollard light to mark the lot and provide security lighting.
- d. The four street lights at the Alphonse Drive model area shall be reduced to one light when the models are sold as individual owner homes. The remaining street lights shall be located between lots 590 and 591.
- e. Where possible, the street lights shall be placed at intersecting roads to identify the intersections and provide light for street signs.
- f. The remaining lighting plans for the trails, parks and the community building shall be provided as a complete design package at a later time.

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

OLD BUSINESS:

6. **WORKSESSION** on Hardscape Design Standards

Staff Report: Staff researched Land Dedication, Emergency Vehicle Access and Rest Area Intervals. Staff took the comments from the Board and brought back the following suggested verbiage for each issue:

Land Dedication: The dedication of land or granting of easements 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.

The Board felt Site Plan review should be added to the verbiage.

Emergency Vehicle Access: Staff provided information regarding Emergency Vehicle Access as examples from the Town of Marana, the American Association of State Highway and Transportation Officials and the Federal Highway Administration. Staff will come back to the next meeting with suggested verbiage.

Rest Area Intervals: *Rest area interval is defined as the distance between rest areas. Easier, moderate and difficult trails should have rest areas at maximum intervals of 400 ft., 900 ft. and 1300 ft. respectively.*

The Board directed staff to come back with recommended changes to the next meeting.

NEW BUSINESS:

8. **FUTURE AGENDA ITEMS:** Conditional Use Permit for Empire water storage tank.
9. **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

Charlene Stockseth
Administrative Assistant