

MINUTES OF A REGULAR MEETING OF THE DESIGN REVIEW BOARD OF THE TOWN OF CLARKDALE HELD ON WEDNESDAY, SEPTEMBER 13, 2006, 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, September 13, 2006, at 6:30 p.m. in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

Board members:

Chairperson	Ellie Bauer	Present
Vice Chair	Marsha Foutz	Present
Board Members	Charles Scully	Present
	Phil Falbo	Absent

Staff:

Community Development Director	Sherry Bailey
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Others in Attendance:

1. **CALL TO ORDER:** Chair Bauer called the meeting to order at 6:30 p.m.
2. **ROLL CALL:** Community Development Director called roll.
3. **MINUTES:** Board member Foutz made a motion to approve the minutes of June 14, July 12 and August 9, 2006. Board member Scully seconded the motion. The motion passed unanimously.
4. **REPORTS:**
Chairperson's Report: None.
Staff Report: None.
5. **PUBLIC COMMENT:** None.

NEW BUSINESS:

6. **DISCUSSION & POSSIBLE ACTION** on the Design Review Board Application (DRB-2007-35) for The Highlands Temporary Sales Trailer, Parcel #406-26-590 and #406-26-591, Scenic Drive & Old Jerome Highway.

Staff Report: The applicant has submitted an application for Design Review/Site Plan Review for the placement of a temporary sales trailer on the commercially zoned property. This trailer will be used until the model home is built which will be a more permanent sales office. The site will have an asphalt parking lot, landscaping and small identification signs.

Applicant: Steve Biancini presented the request by the applicant. Discussion followed concerning the site plan, the landscaping and the length of the use. Mr. Biacini indicated that the trailer might be used for as long as six months. He also indicated that Scenic Drive would have dust palliative on the road to hold down the dust. This will also be done at both ends where Scenic meets Old Jerome Highway and Highway 89A.

The Design Review Board reviewed the application in accordance with the following Approval Standards and Criteria: Architectural Merit; Proportion; Openings; Pattern; Spacing; Entrances, Porches and Projections; Material, Texture and Color; Roofs; Architectural Details; Accessory Features; Landscaping; and Lighting criteria standards were reviewed and discussed.

Staff Recommendation:

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

1. All exterior lighting must meet the Town of Clarkdale lighting codes.
2. The temporary structure will be removed when the model home is constructed that will be used as a sales office.

Marcia Foutz moved and Charles Scully seconded to approved the request as presented by the Highlands for a Temporary Sales Trailer with the stipulations as presented by staff and the addition of trees to the rear of the trailer as part of the landscape plan. All present voted aye. The motion carried.

7. **DISCUSSION & POSSIBLE ACTION** –on the Site Plan Review Application (DRB-2007-35) for The Highlands Temporary Sales Trailer, Parcel #406-26-590 and #406-26-591, Scenic Drive & Old Jerome Highway.

Staff Report: The applicant submitted an application for Site Plan Review for the placement of a temporary sales trailer.

Applicant: Steve Biacini presented the request.

The Board reviewed the application in accordance with the following Approval Standards and Criteria: Utilization of the Site; Traffic Access & Parking, Adequacy of the Road System & Access into the Site; Pedestrian Access; Storm Water Management; Erosion Control; Water Supply; Sewage Disposal; Utilities; Natural Features; Groundwater Protection; Water Quality Protection; Hazardous, Special and Radioactive Materials; Capacity of the Applicant; Solid Waste Management; Historic and Archaeological Resources; Floodplain Management; Exterior Lighting; Buffering; Noise; and Storage Materials.

Staff Recommendation:

Marcia Foutz moved and Charles Scully seconded to approved the request as presented by the Highlands for a Temporary Sales Trailer with the stipulations as presented by staff and the addition of trees to the rear of the trailer as part of the landscape plan. All present voted aye. The motion carried.

8. DISCUSSION & POSSIBLE ACTION: Sign Code (Zoning Code, Chapter 7-6,1) for Political Signs

Discussion occurred concerning political signs in the right of way and the size of the allowed signs as well as the process for notification to the political parties. No action was taken.

9. FUTURE AGENDA ITEMS: None.

10. ADJOURNMENT: Board member Foutz motioned to adjourn. The meeting adjourned at 7:30 p.m.

APPROVED BY:

SUBMITTED BY:

Ellie Bauer
Chairperson

Sherry Bailey
Community Development Director