

MINUTES OF A REGULAR MEETING OF THE DESIGN REVIEW BOARD OF THE TOWN OF CLARKDALE HELD ON WEDNESDAY, NOVEMBER 8, 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, November 8, 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	Charles Scully	Present
Vice Chair	Marsha Foutz	Present
Board Members	Dennis Rhoades	Present
	Phil Falbo	Present
	Robin Bonfield	Present

Staff:

Community Development Director	Sherry Bailey
Permit Technician	Charlene Stockseth

Others in Attendance: Brian Nicoll, Brian Roten, Erick Pickett, Gerald

1. **CALL TO ORDER:** The Chair called the meeting to order at 6:30 p.m.
2. **ROLL CALL:** The Permit Technician called roll.
3. **MINUTES:** Board member Falbo made a motion to approve the minutes of October 11, 2006. Board member Bonfield seconded the motion. The motion passed unanimously.
4. **REPORTS:**

Chairperson's Report: The Chair attended the Board & Commission Conference and found it interesting. He distributed a copy of the Riggins Rules to Board members, which he thought might be helpful. He also stated Proposition 207 passed and is concerned how this will impact cities and towns. He strongly encourages Board members to research the proposition.

Staff Report: The Community Development Director stated staff is concerned how the proposition will impact the Town. We will have to wait and see what comes out the League of Cities and Towns. There may be joint meetings regarding this proposition.
5. **PUBLIC COMMENT:** None.

NEW BUSINESS:

6. **DISCUSSION: Procedural Approaches for Board Comments:** The Chair stated when an application comes before the Board, the steps to be followed are: Staff Report, Applicant's Presentation (The applicant can respond to the staff report, however should not be interrupted with questions from the Board), Public Comment, Board Discussion and Action.

Board member Falbo recommended there be a worksession before the meeting for large projects so the Board would be more knowledgeable before the meeting. The Community Development Director

stated an agenda would need to be posted and minutes written for the workession. There would also need to be guidelines to decide which projects would need this worksession. The Chair and Community Development Director will review and bring back to next meeting.

7. **DISCUSSION & POSSIBLE ACTION:** Application for Site Plan Review/Design Review (SPR-2007-16 & DRB-2007-37) by Empire Residential for the Park and Clubhouse at Mountain Gate, Parcel #400-06-678, Cleopatra Hill Road.

Staff Report: The applicant has submitted an application for Site Plan Review/Design Review for fourteen (14) acres of park and recreational clubhouse acreage. The applicant has brought the basic concept before the Design Review Board as a conceptual stage footprint with the original design plan for Mountain Gate. They are now asking approval of their overall design before pulling a building permit.

Site Plan Review: The Board reviewed the application in accordance with the Approval Standards and Criteria: Utilization of the Site; Traffic Access & Parking; 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.

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

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 exterior lighting codes.
2. A comprehensive sign package must be submitted for the subdivision and park signage and the submitted package must meet the Town of Clarkdale's sign code.
3. The architectural firm should work with AYSO on size of soccer field and design.
4. During the building permit submission stage the applicant will work with staff to address safety concerns identified during the Crime Prevention Through Environmental Design Review.
5. All park structures and public areas and playgrounds must meet the current ADA standards.
6. There need to be bike racks near the courts and the soccer field.
7. The developer is required to enter into a negotiated agreement between the Town and the Mountain Gate developer dealing with maintenance of the park area, dedication of the park area, and accessibility of the clubhouse area by Town residents for a fee.
8. The trail areas must meet the trail and pathway design standards before being dedicated to the Town, including the rest stop requirements, safety and accessibility requirements.

9. The design of the picnic area and the tot lot area and the equipment contained in that area must go through the Park and Recreation Board and Public Works for approval.

10. Children at play and children crossing signage needs to be located on Cleopatra Hill and Miner's Gulch Drive.

11. There should be a drinking fountain located at the tot lot/basketball court/tennis court and/or at the soccer field.

12. All landscaping must meet the Town of Clarkdale's approved plant list.

Board members felt the applications should be continued to allow further negotiations regarding maintenance of the park area, dedication of the park area, and accessibility of the clubhouse area by Town residents for a fee.

Board member Foutz moved to continue SPR 2007-16 and DRB 2007-37. Board member Falbo seconded the motion. The motion passed unanimously.

8. **FUTURE AGENDA ITEMS:** None.

9. **ADJOURNMENT:** Board member Foutz motioned to adjourn. The meeting adjourned at 9:30 p.m.

APPROVED BY:

SUBMITTED BY:

Charles Scully
Chairperson

Charlene Stockseth
Permit Technician