

**MINUTES OF A REGULAR MEETING OF THE DESIGN REVIEW BOARD OF THE TOWN OF CLARKDALE HELD ON WEDNESDAY, JANUARY 10, 2007, AT 6:00 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, January 10, 2007, at 6:00 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	Phil Falbo	Present
	Robin Bonfield	Absent
	Dennis Rhoades	Present

**Staff:**

Community Development Director	Sherry Bailey
Planner II	Normalinda Zuniga
Administrative Assistant	Vicki McReynolds

**Others in Attendance:** Parks & Recreation Commission: Lynda Zanolli (Chair), Dawn Norman (P&R Supervisor), Ron Black, Maya Radoccia, Brian Nicoll (Mountain Gate).

1. **CALL TO ORDER:** The Chair called the meeting to order at 6:00 p.m.
2. **ROLL CALL:** The Administrative Assistant called roll.
3. **MINUTES:** Board Member Falbo made a motion to approve the December 13, 2006 minutes. Board Member Foutz seconded the motion. The motion passed unanimously.
4. **REPORTS:**  
**Chairperson's Report:** None.

**Staff Report:** The Community Development Director stated that Brian Nicoll (Mountain Gate), brought information the Board requested (for information purposes only): construction on the secondary sign (Brian made notations on the plans to meet the Board's recommendations). They changed the name on the entry sign using the "Mountain Gate" logo/font, giving it a "warmer" appearance. (Architect has been advised of the change).

5. **PUBLIC COMMENT:** None.

**OLD BUSINESS**

6. **DISCUSSION & POSSIBLE ACTION:** **Worksession with Parks and Recreation Commission on Pathway and Trail Design Standards.**

The Board and Commission Members discussed the Pathway and Trail Design Standards. The Staff was directed to create a #4 in section D - Types of Pathways; “Specialty Trail/Pathways” (that will be reviewed on a case-by-case basis). Equestrian Trails will fall under “Shared Use Pathway”. Dog-waste receptacles to be added under Trash Receptacles Standards.

**NEW BUSINESS:**

**7. DISCUSSION & POSSIBLE ACTIONS: Design Review for a Centerville Subdivision Entrance sign.**

Direction was given by the Board Members to proceed with the sign project. Input was given on the colors that were used and some relief utilized for the lettering. Sign shape, base and height were acceptable. Staff will bring in a new revision (with color changes and relief lettering) per Board Members recommendation.

**8. DISCUSSION & POSSIBLE ACTIONS: Discussion on Design Concepts. Power Point presentation on both good and bad design elements.**

Board Member Falbo made a motion to continue the Discussion on Design Concepts due to technical difficulties with the power point presentation. Board Member Foutz seconded the motion. The motion was passed unanimously.

**9. DISCUSSION & POSSIBLE ACTIONS: Discussion on previously approved projects that have not been maintained.**

Board Members did not feel the need for follow-up on applicants returning to the Design Review Board to explain their lack of follow through.

**10. WORKSESSION: Discussion on Guidelines for Large Projects necessary for calling a Special Meeting.**

The Community Development Director gave the Guidelines for Project Special Meetings:

These are special meetings called for a single project, mainly on site, to discuss site concerns and design concerns before the project comes in for Design Review Board action. These meetings will have to be noticed and posted, but will have only the single worksession topic for discussion.

1. Commercially zoned property with multiple structures.
2. Commercially zoned property within the 89-A Corridor.
3. Commercially zoned property on lots 25,000 square feet or larger.
4. Projects within the downtown area of Clarkdale.
5. Projects adjacent to environmentally sensitive areas.
6. Infill lot projects. (Development that occurs on vacant sites, whether residential or nonresidential, in proximity to existing development and existing infrastructure so as to provide more efficient patterns of development within the Town).

Board Members felt a Special Meeting would be helpful when the need arose on a case-by-case basis.

11. **FUTURE AGENDA ITEMS:**

-Discussion on Design Concepts. Power Point presentation on both good and bad design elements.

12. **ADJOURNMENT:** Board Member Foutz made a motion to adjourn the meeting. Board Member Rhoades seconded the motion. The motion passed unanimously. The meeting adjourned at 8:20pm.

APPROVED BY:

SUBMITTED BY:

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Charles Scully  
Chairperson

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Vicki McReynolds  
Administrative Assistant