

**MINUTES OF A REGULAR MEETING OF THE DESIGN REVIEW BOARD OF THE TOWN OF CLARKDALE HELD ON WEDNESDAY, NOVEMBER 14, 2007, AT 6:00 P.M. IN THE CLARKDALE LIBRARY BUILDING, 39 N. NINTH STREET, CLARKDALE, AZ.**

A **Regular Meeting** of the Design Review Board of the Town of Clarkdale was held on Wednesday, November 14, 2007, at 6:00 p.m. in the Clarkdale Library Building, 39 N. Ninth Street, Clarkdale, AZ.

**Board Members:**

Chairperson	Charles Scully	Present
Vice Chair	Marsha Foutz	Present
Board Members	Dennis Rhoades	Present

**Staff:**

Community Development Director	Sherry Bailey
Building Official	Mike Baker
GIS Technician	Guss Espolt
Administrative Assistant	Vicki McReynolds

**Others in Attendance:** Gustavo Vargas, Lionel Cardenas

**AGENDA ITEM: CALL TO ORDER:** The Chairperson called the meeting to order at 6:00 p.m.

**AGENDA ITEM: ROLL CALL:** The Administrative Assistant called roll.

**AGENDA ITEM: MINUTES:** Consideration of the Regular Meeting Minutes dated October 10, 2007. Vice Chairperson Foutz motioned to approve the Regular Meeting Minutes of October 10, 2007. Board Member Rhoades seconded the motion. The motion passed unanimously

**AGENDA ITEM: REPORTS:**

**Chairperson's Report:** The Chairperson reported he went to the Arizona Planning Association Meeting in Glendale/West Gate (the new city center). He said architecturally it was a very unique urban style.

The Board Members noted the signs at the Mountain Gate entry looked good.

**Staff Report:** The Community Development Director reported that the Town is getting a new wastewater treatment plant. December should show a 90% design completion. This will come before the Design Review Board regarding buildings, layout and landscape in December or January. The Mayor would like to have a joint meeting with Parks & Rec, Design Review Board and the Town Council regarding the use of the old plant site.

**AGENDA ITEM: PUBLIC COMMENT:** The public is invited to provide comments at this time on items that are not on this agenda. Action taken as a result of public comment will be limited to directing staff to study the matter, or scheduling the matter for further consideration and decision on a later agenda, as required by the Arizona Open Meeting Law. Each speaker is asked to limit his or her comment to five minutes.

**OLD BUSINESS**

**DISCUSSION & POSSIBLE ACTION:** DRB-2007-49 Design Review for The Newstand, front entrance, located at 911 N. Main Street, Parcel Number 400-03-161.

*The Community Development Director advised the Board Members the applicant needs to withdraw this item from the agenda. The Building Official will continue to work with the applicant and a contact with the State of Arizona to bring their proposal to the Board at a future meeting.*

**NEW BUSINESS:**

**AGENDA ITEM: DISCUSSION & POSSIBLE ACTION:** SPR-2007-21 and DRB-2007-51 for an addition to an existing building at an existing site, Parcel #400-26-344-A, located at 1481 Hwy 89-A (Commercial), from Gustaov & Victoria Vargas.

**Staff Report: Background:** The applicant has submitted an application for Site Plan Review & Design Review for his property at 1481 Hwy 89-A. This is an existing building at an existing site that the applicant desires to make in to a restaurant.

**1. UTILIZATION OF THE SITE:**

- a. Utilization of the Site
- b. Natural drainage
- c. Building Placement
- d. Building Entrances
- e. Building Orientation
- f. Building Scale
- g. View Protection
- h. Ridgeline Protection
- i. Hillside Development

**2. TRAFFIC ACCESS AND PARKING**

- a. Adequacy of Roadway System
- b. Access into the Site
- c. Access way Location and Spacing
- d. Internal Vehicular Circulation
- e. Parking Layout and Design
- f. Location of Off-Street Parking
- g. Design of Drive-Through Facilities

**3. PEDESTRIAN ACCESS**

- a. Pedestrian Circulation

**4. STORMWATER MANAGEMENT**

**5. EROSION CONTROL**

**6. WATER SUPPLY PROVISIONS**

**7. SEWAGE DISPOSAL PROVISIONS**

**8. UTILITIES**

**9. NATURAL FEATURES**

**10. GROUNDWATER PROTECTION**

11. WATER QUALITY PROTECTION
12. HAZARDOUS, SPECIAL AND RADIOACTIVE AMTERIALS
13. CAPACITY OF THE APPLICANT
14. SOLID WASTE MANAGEMENT
15. HISTORIC & ARCHEOLOGICAL RESOURCES
16. FLOOD PLAIN MANGEMENT
17. EXTERIOR LIGHTING
  
18. BUFFERING
19. NOISE
20. STORAGE OF MATERIALS
21. LANDSCAPING
22. BUSINESS SIGNS

**Staff Comments:** In addressing the layout/design of the restaurant the Design Review Board may approve the plan as submitted, conditionally approve with stipulations, or disapprove this application as filed. Staff is proposing some stipulations that we recommend if the Board approves this application.

**Recommended Stipulations:**

1. All exterior lighting must meet the Town of Clarkdale exterior lighting codes. The same would be true with the Parking Lot Lighting Standards of Chapter Eight Section 8-8-A. Outdoor Lighting Code.
2. All landscaping must meet the Town of Clarkdale's approved plant plan - a list of approved plants for use in landscape design. This is not an all inclusive list, but any major deviation will have to be approved by the Design Review Board. List on Chapter Nine Page 5 & 6 of the Landscape Design Standards Zoning Code.
3. An area or combination of areas equal to ten (10%) percent of the total parking lot area shall be landscaped. That will comply with Chapter Nine Section 9-7-2. Landscaping Design Standards Zoning Code.
4. That a grease trap be used that follows the County Health Department's Guidelines.

**Applicant: Gustaov Vargas with Lionel Cardenas (Architect).**

The applicant explained that this is an addition to the existing building on an existing lot. They provided a color sample board with pictures, material samples and the architect's rendering of the building.

- The outside will be done with a material called "stucco plex" which is a simulated plaster look that handles the Arizona climate with virtually no cracking.
- The plants will be strategically placed in the parking lot area and will be drought resistant.
- There will be natural drainage
- The parking lot will be chip & seal

**Questions to Staff/Applicant:**

**Following are responses to questions from the Board Members:**

- This will be a Mexican Restaurant with additional menu choices
- The covered patio areas will be able to have food served out there
- The additions will replicate the existing building design as indicated on the color/picture sample board provided.
- There will be “bumpers” to protect the overhang (from tall vehicles)
- The entrance way in to the restaurant will be through the courtyard
- The color will stay the same as existing building

Vice Chairperson Foutz mentioned sloping to create a water system for the plantings and gaps in the brick patio area for watering purposes. (There will be roof gutters to capture rainwater).

**Discussion:**

- Signs and lighting will be brought to Design Review at a later date
- The building looks very nice as proposed
- The wall/curbing and landscaping was discussed as proposed by applicant. Drought resistant plants will be used.
- The proposed parking plan meets Town requirements.
- Board Members agreed the parking lot looked good.
- The entrance/exit areas were discussed per the architect’s rendering.
- There will be “one way” traffic flow.
- Deliveries and employee parking has a separate area.
- Easements, frontage to Hwy 89-A and future round-abouts were mentioned as it relates to applicant’s project.

**Action:** Vice Chairperson Foutz motioned to approve SPR-2007-21 as proposed, using the colors to match the existing building, with the courtyards and bricks to work together as presented. Board Member Rhoades seconded the motion. The motion passed unanimously. Vice Chairperson Foutz motioned to approve DRB-2007-51 as proposed. Board Member Rhoades seconded the motion. The motion passed unanimously.

**AGENDA ITEM: DISCUSSION & POSSIBLE ACTION: Old Jerome Highway-Landscape Plan for The Highlands.**

*Per the Community Development Director:*

*This item was removed from the Agenda as the Applicant was not ready for a full presentation at this meeting. It will be brought forth at another meeting with a full landscape plan.*

**AGENDA ITEM: FUTURE AGENDA ITEMS:**

- Wastewater Treatment Plant
- The Newstand

**AGENDA ITEM: ADJOURNMENT:** Board Member Rhoades made a motion to adjourn the meeting. Vice Chairperson Foutz seconded the motion. The motion passed unanimously. The meeting adjourned at 6:50 p.m.

**APPROVED BY:**

**SUBMITTED BY:**

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Charles Scully  
Chairperson

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Vicki McReynolds  
Administrative Assistant