

**BOARD OF ADJUSTMENT
OCTOBER 22, 2008**

MINUTES OF A REGULAR MEETING OF THE BOARD OF ADJUSTMENT OF THE TOWN OF CLARKDALE HELD WEDNESDAY, OCTOBER 22, 2008, IN THE CLARK MEMORIAL LIBRARY, 39 N. NINTH STREET, CLARKDALE, AZ.

A **Regular** Meeting of the Board of Adjustment of the Town of Clarkdale was held on Wednesday, October 22, 2008, at 6:00 p.m. in the Clark Memorial Library.

Board of Adjustment:

Chairperson	Lee Daniels	Present
Vice Chairperson	Larry Conners	Present
Board Members	Robyn Prud'homme-Bauer	Excused
	Karen Daniels	Present
	Jack VanWye	Present

Staff:

Building Official	Mike Baker
Administrative Assistant II	Vicki McReynolds

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 of June 25, 2008 and cancelled Minutes of July 23rd, August 27th and September 24, 2008. Board Member Van Wye motioned to approve the Regular Meeting Minutes of June 25, 2008 and cancelled Minutes of July 23rd, August 27th and September 24, 2008. Vice Chairperson Conners seconded the motion. The motion passed unanimously.

AGENDA ITEM: REPORTS:

Chairperson's Report: The Chairperson wanted to extend an open invitation for everyone to visit the Town's Museum. The hours of operation are Friday, Saturday and Sunday from 10:00 a.m. to 2:00 p.m.

-The Focus Groups are currently being formed to work on the Town's General Plan. Anyone interested can let the Community Development Department know and they will be sure the information is sent out.

Staff Report: The Building Official gave handouts to the Board Members covering the Board of Adjustment-Article 17-2- Creation, Powers, Appeals to the Board of Adjustment, Date of Hearing and Notice, Meetings and Appeals from the Board of

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Adjustment. The importance of adhering to the six “Criteria” outlined in Section 17-2-2 Powers, was stressed to the members.

Other handouts included Section 112, Board of Appeals from the International Building Code-2006 and Legal Aspects of Code Administration pages 52-58.

The Chairperson explained to the new members that the Community Development Staff provides detailed staff reports and information that is provided in their packets prior to meetings. The minutes reflect the “reason”/what criteria the request falls under for approval or not being approved.

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 comments to FIVE minutes. There was no public comment.

NEW BUSINESS

AGENDA ITEM: NEW MEMBERS: Introduction of new Board of Adjustment members. Karen Daniels and Jack Van Wye were welcomed to the Board.

AGENDA ITEM: ELECTIONS: For Chairperson and Vice Chairperson. **Board Member Conners motioned to appoint L. Daniels as Chairperson.** Board Member K. Daniels **seconded the motion.** L. Daniels accepted the nomination and was elected unanimously.

Chairperson L. Daniels **motioned to appoint Board Member Conners as Vice Chairperson.** Board Member Van Wye **seconded the motion.** Board Member Conners accepted the nomination and was elected unanimously.

AGENDA ITEM: DISCUSSION & POSSIBLE ACTION: Board of Adjustment Meeting Location Change back to the Men’s Lounge of the Clark Memorial Clubhouse, starting at the next regular scheduled meeting.

Chairperson L. Daniels **motioned to approve relocating the Board of Adjustment Meetings back to the Men’s Lounge of the Clark Memorial Clubhouse, starting at the next regular scheduled meeting.** Board Member Van Wye **seconded the motion.** **The motion passed unanimously.**

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AGENDA ITEM: FUTURE AGENDA ITEMS:

-The Regular Meeting for November 26, 2008, will be cancelled (unless an applicant comes forth by the submittal deadline of November 3rd).

-The Town Clerk will be putting together a handbook with updated information regarding Boards and Commissions roles, etc. This will be handed out upon completion.

AGENDA ITEM: ADJOURNMENT: Board Member Van Wye motioned to adjourn the meeting. Vice Chairperson Connors seconded the motion. The motion passed unanimously. The meeting adjourned at 7:00 p.m.

APPROVED BY:

SUBMITTED BY:

Lee Daniels
Chairperson

Vicki McReynolds
Administrative Assistant II