

*Design Review Board
February 13, 2008*

MINUTES OF A REGULAR MEETING OF THE DESIGN REVIEW BOARD OF THE TOWN OF CLARKDALE HELD ON WEDNESDAY, FEBRUARY 13, 2008, 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, February 13, 2008, 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
	Michelle Hayman	Present

STAFF:

Community Development Director	Sherry Bailey
GIS Technician	Guss Espolt
Administrative Assistant	Vicki McReynolds

Others in Attendance: Robin Brean, Verde Valley Canyon Railroad.

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 January 9, 2008. Board Member Rhoades **motioned to approve the Regular Meeting Minutes of January 9, 2007.** Board Member Foutz **seconded the motion.** **The motion passed unanimously**

AGENDA ITEM: REPORTS:

Chairperson's Report: The Chairperson stated the 2nd meeting of the Regional Trail Planning will be February 28th to be held in the Men's Lounge.

Staff Report: The Community Development Director told the Commissioners there will be a Joint Meeting with the Council and the other Board and Commission Members on March 25th at 6:00 p.m. Areas to be covered are: Strategic Planning Update and the Vision/Future for Clarkdale. A reminder notice will be sent to the Boards & Commissions regarding the meeting.

On February 26th there will be a Joint Meeting with the Council and the Planning Commission concerning the Smart Growth Checklist. Form Based Codes will also be discussed at this meeting. The Design Review Board will indeed be very involved as the Form Based Code progresses.

The Community Development Director responded to the Board Members question about the Construction of the Sewer Plant. This project will tentatively be put off for 1-2 years due to cost of the plant and cost of user fees.

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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. **There was no “Public Comment” at this meeting.**

NEW BUSINESS:

AGENDA ITEM: DISCUSSION & POSSIBLE ACTION: DRB-2007-56, Parcel #400-02-042A, Verde Canyon Railroad, located at 300 N. Broadway, to install nine area light fixtures for emergency lighting

Staff Report: Background:

300 North Broadway/DRB-2007-56, Verde Valley Canyon Railroad submitted an application for Design Review on the lighting of the 500 ft. walk way by the Verde Canyon Railroad box cars. **The lights proposed will be exactly like the lights in the parking lot (Exhibit A.) - Except the heads are smaller.** The lights will be 200 ft. from the tracks and will be positioned 60 ft. apart. The lights will be on a photo cell but they will also have a manual switch, so the lights can be turned off to follow the outdoor lighting code. **Chapter 8. Section 8-7 L. which states: *L. Lighting for Outdoor Display Lots shall be considered Class 1 (Color Rendition), and shall conform to the lumens per acre limits of Section 8-7J except as follows: All such lighting shall utilize full shielded luminaries that are installed in a fashion that maintains the fully shielded characteristics. When the proposed lumens per acre exceed the limits of Section 8-7J, the installation shall be designed to achieve no greater than the minimum luminance levels for the activity as recommended by The Illumination Engineering Society of North America (IESNA). The installation shall also limit off site spill (off the parcel containing the display lot) to a maximum of 0.5 fc at any location on any non-residential property and 0.05 fc at any location on any residential property, as measurable from any orientation of the measuring device. Every such lighting system design shall be certified by an Arizona registered engineer as conforming to all applicable restrictions of this Ordinance. Outdoor Display Lot lighting exceeding the lumens per acre cap of Section H.10 shall be turned off at 10:00 p.m. or within thirty minutes after closing of business or activity whichever is later. Lighting in the Outdoor Display Lot after this time shall be limited to Class 2 lighting and shall conform to all restrictions of this Ordinance applicable for this class, including the lumens per acre caps in Section 8-7J.***

The Applicant has signed a Waiver of Rights and Remedies on January 18, 2008 to start the light installation. Before the Design Review date, the train runs (3) days a week; after February 1st it will be running (6) days a week which makes it a safety hazard for the visitors. By signing the agreement, the applicant agrees that they are proceeding at their own risk before receiving approval by the Design Review Board.

Staff Comments:

(The lighting to be used will be of the same style and wattage as the lights in the parking lot Exhibit A). In addressing the lighting of the 500 ft. walk way by the Verde Canyon Railroad box cars. The staff recommends that the Board view the unlit walk way of the Verde Canyon Railroad (**Exhibit B**). The

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lighting is a safety matter for the railroad. The Design Review Board may approve the lighting of the 500 ft. walk way as submitted, conditionally approve with stipulations, or disapprove of the application as filed.

Staff Recommendation with Stipulations: Staff recommends the lights on the 500 ft. walk way of the Verde Canyon Railroad for the safety of all who come to visit our Town; with the stipulation that they use the high pressure sodium lights that are in the parking lot (**Exhibit C**).

Applicant: Robin Brean, General Manager of the Verde Canyon Railroad, stated the walkway is longer than it appears in the pictures provided to the Board Members. Additional box cars will be added down the line. The majority of the customers are senior citizens and one car is dedicated to those with handicaps. There are a total of 18 trips out at night and the proposed lighting will provide a safety feature for the people getting on and off the train. The lights will be used only when there are evening trips and are programmable with the ability to be turned on/off manually. The lighting will appear “defused”. Trees have been planted along the walkway with benches for seating purposes.

Questions to Staff/Applicant:

Following are responses to questions from the Board Members:

- The poles will be 12 feet high (from the ground to the light itself).
- EXHIBIT C / Photometrics - shows the lights to be used will be High Pressure Sodium-175W.
- The proposal does meet the Town’s Lighting Ordinance.
- The lights will be used only when there are night trips.
- Applicant signed a Waiver of Rights and Remedies and has only minimally started the project.

Discussion:

- The proposed lights do blend in with the existing lights on the property
- The trees that have been planted will blend the poles in to the landscape
- The color of the poles blend in with the surrounding area.
- The poles are constructed of a durable material.
- The closest neighbor would not be impacted by this Applicant’s proposal.

ACTION: Board Member Hayman motioned to approve DRB-2007-56, Parcel #400-02-042A, Verde Canyon Railroad, located at 300 N. Broadway, to install nine area light fixtures for emergency lighting as proposed, with the stipulation per Staff recommendation: lights to be used will be High Pressure Sodium-175W. Board Member Rhoades seconded the motion. The motion passed unanimously.

AGENDA ITEM: FUTURE AGENDA ITEMS:

- Possible Guidelines for alternatives to the off-premise signs / Sign Ordinance reviewed.

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AGENDA ITEM: ADJOURNMENT: Board Member Foutz motioned to adjourn the meeting. Board Member Rhoades seconded the motion. The motion passed unanimously. The meeting adjourned at 7:00 p.m.

APPROVED BY:

SUBMITTED BY:

**Charles Scully
Chairperson**

**Vicki McReynolds
Administrative Assistant**