

***Design Review Board***  
***October 8, 2008***

**MINUTES OF A REGULAR MEETING OF THE DESIGN REVIEW BOARD OF THE TOWN OF CLARKDALE HELD ON WEDNESDAY, OCTOBER 8, 2008, AT 6:00 P.M. IN THE CLARK MEMORIAL 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, October 8, 2008, at 6:00 p.m. in the Clark Memorial Library Building, 39 N. Ninth Street, Clarkdale, AZ.

**BOARD MEMBERS:**

Chairperson	Charles Scully	Present
Vice Chair	Marsha Foutz	Present
Board Members	Michelle Hayman	Present
	Josh Stackhouse	Present
	Elaine Sakelarios	Present

**STAFF:**

GIS Planner	Guss Espolt
Administrative Assistant	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 September 10, 2008. Vice Chairperson Foutz motioned to approve the Regular Meeting Minutes of September 10, 2008. Board Member Stackhouse seconded the motion. The motion passed unanimously.**

**AGENDA ITEM:** **REPORTS:**

**Chairperson's Report:** The Chairperson gave an update on the next trails project that he is involved in. He also stated there will be a public meeting on Thursday, October 10<sup>th</sup> in regards to the considered annexation next to Pecks Lake with Cottonwood's Council and City Manager.

Vice Chairperson Foutz talked about rainwater harvesting. She would like to see home tours of various homes (on a volunteer basis), that are utilizing rainwater harvesting methods. This type of one on one interaction could bring a greater awareness of utilizing rainwater.

**Staff Report:** The Administrative Assistant gave the Board Members an update on the Arizona Smart Growth Scorecard timeline. The General Plan's focus groups were explained and the part they will play in the process.

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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.**

**NEW BUSINESS:**

**AGENDA ITEM: NEW MEMBER:** The Design Review Board was happy to welcome their newest Board Member, Elaine Sakelarios. Elaine introduced herself and shared with everyone she has a background in graphic design and looks forward to utilizing her knowledge in the many items that come before the Board. She wanted to become more involved with the Town of Clarkdale and serving on the Design Review Board will allow her to do so.

**AGENDA ITEM: ELECTIONS:** Board Member Sakelarios motioned to appoint Charles Scully as Chairperson. Board Member Hayman seconded the motion. Charles Scully accepted the nomination and was elected unanimously. Board Member Hayman motioned to appoint Marsha Foutz as Vice Chairperson. Board Member Stackhouse seconded the motion. Marsha Foutz accepted the nomination and was elected unanimously.

Chairperson Scully stated the Design Review Board has a tradition of looking at each project that comes before them with an equal exchange of interaction between the members and hopes it will continue in the upcoming year.

**AGENDA ITEM: DISCUSSION & POSSIBLE ACTION:** DRB-090053, Design Review request from Unleashed Motor Sports, located at 1151 Hwy 89 N., to use their existing banner as the sign for their business.

The applicant did not show up for the meeting.

Chairperson Scully motioned to continue this agenda item at the next regular scheduled Design Review Board Meeting. Vice Chairperson Foutz seconded the motion. The motion passed unanimously.

**AGENDA ITEM: DISCUSSION & POSSIBLE ACTION:** DRB-090052, Design Review request for a placard placement on the corner of Tenth Street and Main Street (Clarkdale Classic Gas Station), from Applicant- Drake Meinke.

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**Staff Report:**

**Background:** Mr. Drake Meinke has submitted an application for Design Review for a 4 sq. ft. sign placard on a 2” pipe approximately 3 ft. tall. The placard use to be at the Chamber of Commerce caboose and was removed during the widening of the sidewalks. The request is to place the placard on the corner of Tenth Street and Main Street, Clarkdale Classic Gas Station as seen in **exhibit (A)**. The owner, Michael Hensley of Clarkdale Classic Gas Station, has given written approval for the placement of the placard on his property. The placement and mounting of the placard will be done as in-kind work by the Town of Clarkdale, overseen by the Public Works Department.

The Design Review Board may approve the signage submitted, conditionally approve with stipulations, or disapprove the application as filed.

**Staff Comments:** Design Review fees have been waived as in-kind town service.

**Recommended Stipulations:** Staff Recommends the signage be approved with the stipulation that the mounting and placement of the sign be overseen by the Public Works Department.

**Applicant:** The applicant did not attend this evenings meeting.

**Questions to Staff/Applicant:**

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

- The staff explained the location of the placard by referencing the pictures in **exhibit (A)**.
- The Board Members viewed the “actual” placard at this evenings meeting.
- The placard being attached to the historic building, is not an option due to the possible damage to the building itself.
- This placard could be added to the historical list/kiosk information sign.
- It was noted that the placard’s construction is very sturdy.
- The sign itself will not be redone.

**Discussion:**

**Following are areas discussed by the Board Members:**

- The Board Members wondered if it was possible to put it on the sidewalk by the building it’s representing.
- The placard has excellent historic information on it.
- The hardware that “angles” the placard on the backside needs to be “reversed” so the angle will be correct upon installment.
- This is just a remounting of this one placard only.
- Something at the base of the pole would draw more attention to it.
- The location of the sign as presented, could be an issue with vehicles being parked at the Gas Station and the safety of the people standing and reading it.

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**AGENDA ITEM: ACTION:** Staff was given direction to have the applicant bring other positioning/location possibilities for the placard to the next regular scheduled Design Review Board Meeting.

**AGENDA ITEM: FUTURE AGENDA ITEMS:**

**-DRB-090053: Unleashed Motor Sports, 1151 Hwy 89 N. (banner request)**

**-DRB-090052: Placard Placement, Applicant: Drake Meinke**

**AGENDA ITEM: ADJOURNMENT:** Vice Chairperson Foutz motioned to adjourn the meeting. Board Member Hayman seconded the motion. The motion passed unanimously. The meeting adjourned at 7:45 p.m.

**APPROVED BY:**

**SUBMITTED BY:**

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**Charles Scully**  
**Chairperson**

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**Vicki McReynolds**  
**Administrative Assistant II**