

Design Review Board
November 12, 2008

MINUTES OF A REGULAR MEETING OF THE DESIGN REVIEW BOARD OF THE TOWN OF CLARKDALE HELD ON WEDNESDAY, NOVEMBER 12, 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, November 12, 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	Excused
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 October 8, 2008. Board Member Sakelarios **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: None.

Board Member Stackhouse reported that Mountain Gate is going to Chapter 7.

Staff Report: The GIS Planner stated the first Focus Group meeting of 11/12/08 held in the Community Development Department went well. He also explained the types of maps he will be producing throughout the general plan 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.**

OLD BUSINESS

6. DISCUSSION & POSSIBLE ACTION: DRB-090052, Design Review request for a placard placement on the sidewalk between Tenth Street and Main Street in front of the Main Street Café & Pizzeria, from Applicant- Drake Meinke.

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 sidewalk between Tenth Street and Main Street in front of the Main Street Café & Pizzeria as seen in Exhibit (A). The sign placard will become the property of the Town of Clarkdale and all upkeep will be the responsibility of the Public Works Department. 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 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.

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Applicant: The applicant was not present at this meeting. Staff presented for the applicant, as this application request is an “in-kind” service with the Town.

Questions to Staff/Applicant:

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

- The placard is the only sign of its type being put up.
- This was an existing sign and the applicant felt it important to re-erect it.
- Self-guided tours would include this sign.

Discussion:

Following are areas discussed by the Board Members:

- The safe location of the placard near the light pole will keep people from walking in to it.
- The lighting from the pole illuminates the placard at night (another good safety feature).
- It is far enough away from parked cars and doors opening.
- The Board Members had no issues with the application as presented.

AGENDA ITEM: ACTION: Board Member Stackhouse **motioned to approve the application as presented with the stipulation that the mounting and placement of the sign be overseen by the Public Works Department.** Board Member Sakelarios **seconded the motion. The motion passed unanimously.**

NEW BUSINESS

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

THE APPLICANT WITHDREW THEIR APPLICATION. NO ACTION WAS NECESSARY.

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AGENDA ITEM: FUTURE AGENDA ITEMS:

-No applications at this time

AGENDA ITEM: ADJOURNMENT: Board Member Sakelarios motioned to adjourn the meeting. Board Member Hayman 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 II**