MINUTES OF A SPECIAL MEETING OF THE BOARD OF ADJUSTMENT OF THE TOWN OF CLARKDALE HELD TUESDAY, NOVEMBER 30, 2010, IN THE MEN'S LOUNGE OF THE CLARK MEMORIAL CLUBHOUSE, 19 N. NINTH STREET, CLARKDALE, AZ.

A **SPECIAL Meeting** of the Board of Adjustment of the Town of Clarkdale was held on Tuesday, November 30, 2010, at 6:00 p.m. in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

Board of Adjustment:

Chairperson	Lee Daniels	Present
Vice Chairperson	Pete Cure	Present
Board Members	Rick Morris	Present
	Ted Rabban	Present
	Craig Backus	Present

Staff:

Building Inspector	Paul Grasso

Others in Attendence: None.

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

AGENDA ITEM: ROLL CALL: The Chairperson called roll.

AGENDA ITEM: MINUTES: Consideration of the Special Meeting Minutes of November 18, 2009. Chairperson Daniels motioned to approve the Special Meeting Minutes of November 18, 2009. Board Member Rabban seconded the motion. The motion passed unanimously.

AGENDA ITEM: REPORTS:

Chairperson's Report: None.

Staff Report: None.

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: WELCOME NEW BOARD MEMBERS: Craig Backus, Rick Morris.

The Chairperson welcomed two new members to the Board of Adjustment.
-Craig Backus is a 15 year resident of Clarkdale.
-Rick Morris is a 40+ year resident of Clarkdale and is a local contractor.
-Pete Cure's background is outdoor landscape architect.
-Ted Rabban has been a 35 year resident of Phoenix.
-Lee Daniels background is Government Contract Administration.

AGENDA ITEM: ELECTIONS: CHAIRPERSON and VICE CHAIRPERSON.

Board Member Cure made a motion to elect Board Member Daniels as Chairperson. Board Member Backus seconded the motion. Board Member Daniels accepted the nomination and was elected unanimously.

Board Member Rabban made a motion to elect Board Member Cure as Vice Chairperson. Board Member Morris seconded the motion. Board Member Cure accepted the nomination and was elected unanimously.

AGENDA ITEM: BOARD OF ADJUSTMENT INFORMATION / ROLE MEMBERS PLAY

-Staff went over the handouts the Board Member's received in their packets. The importance of adhering to the six "Criteria" outlined in Section 17-2-2 Powers was explained. Other handouts included Section 112, Board of Appeals from the International Building Code-2006 and Legal Aspects of Code Administration pages 52-58.

-Staff explained the types of applications that usually come before the Board, i.e., boundary discrepancies, extension for a non-conforming use, applicant feeling there may be a misinterpretation of the Zoning Code and variance requests. The Zoning Administrator (in the Community Development Department) is Sherry Bailey who is available regarding appeals.

-The Chairperson explained to the new members that the Staff in the Community Development Department provides packets with all the information regarding an application request the week prior to the meeting. This allows Board Members time to review the information, contact staff if necessary and go out to look at the site in question.

-Staff briefly went over the Open Meeting Laws and email protocol.

This being for discussion only, there were no actions taken.

AGENDA ITEM: FUTURE AGENDA ITEMS: None at this time.

AGENDA ITEM: ADJOURNMENT: Chairperson Daniels motioned to adjourn the meeting. Board Member Backus seconded the motion. The motion passed unanimously. The meeting adjourned at 6:35 p.m.

APPROVED BY:

Lee Daniels
Chairperson

SUBMITTED BY:

Paul Grasso
Building Official