

1. Agenda

Documents:

[2-2-22 DESIGN REVIEW BOARD AGENDA.PDF](#)

2. Minutes

Documents:

[2-2-22 DESIGN REVIEW BOARD MINUTES.PDF](#)

3. Meeting Materials

Documents:

[2-2-22 DESIGN REVIEW BOARD SUMMARY OF ACTION.PDF](#)



**NOTICE OF A REGULAR MEETING  
OF THE DESIGN REVIEW BOARD OF THE TOWN OF  
CLARKDALE**

**Wednesday, February 2, 2022 at 6:30 p.m.**

**AMENDED AGENDA**

In accordance with Resolution #215 of the Town of Clarkdale, and Section 38-431.02, Arizona Revised Statutes, NOTICE IS HEREBY GIVEN that the Design Review Board of the Town of Clarkdale will hold a Regular Meeting on **Wednesday, February 2, 2022 at 6:30 p.m.**, via internet, and in person at the Clarkdale Memorial Clubhouse Men's Lounge, 19 North Ninth Street, Clarkdale, AZ 86323. ***All members of the public are invited to attend.***

**Join Zoom Meeting**

**<https://zoom.us/j/9554994085>**

**Meeting ID: 955 499 4085**

**+16699006833,,9554994085# US (San Jose)**

**+12532158782,,9554994085# US (Tacoma)**

**AGENDA**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT:** The public is invited to provide comments at this time. 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 comments to **FIVE MINUTES**.
- 4. MINUTES:**
  - a. Consideration and possible approval of the Minutes of the January 5, 2022 meeting
- 5. REPORTS:**
  - a. Board Member Reports
  - b. Staff Reports
- 6. PUBLIC HEARINGS:**
  - a. Application No. 093298 Tract K Park, Crossroads at Mingus: Public Hearing
  - b. Application No. 093298 Tract K Park, Crossroads at Mingus: Consideration and possible action to approve the proposed structures
- 7. ACTION ITEMS (NOT REQUIRING A PUBLIC HEARING)**
- 8. DISCUSSION ITEMS - NO ACTION TO BE TAKEN:**
- 9. FUTURE AGENDA ITEMS**
  - a. Design and color Principals Workshop (Foutz)

## 10. ADJOURNMENT

The Design Review Board may enter executive session for any of the agenda items pursuant to Ariz. Rev. Stat. § 38-431.03(A)(3): discussion or consultation for legal advice with the Town Attorney

### GUIDELINES FOR PUBLIC COMMENT

The Town of Clarkdale endorses civil discourse. If you wish to speak at this meeting, and are attending in person, please:

- Fill out a “Comment Card” and deliver to a staff person.
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The undersigned hereby certifies that a copy of this notice was duly posted on the Town Hall bulletin board, located at 890 Main Street, Clarkdale, Arizona and on the Town of Clarkdale’s website on January 27, 2022.

[www.clarkdale.az.gov](http://www.clarkdale.az.gov)



Ruth Mayday

Community Development Director

**NOTE:** A quorum of Town Council members may be present at this meeting. They will not deliberate or take any action on items.



**MINUTES OF A REGULAR MEETING  
OF THE DESIGN REVIEW BOARD OF THE TOWN OF CLARKDALE  
Wednesday, February 2, 2022 at 6:30 p.m.**

**1. CALL TO ORDER:**

Chair Snyder called the meeting to order at 6:30pm.

**2. ROLL CALL:**

Board Member	Present/Absent
Chair Snyder	Present
Vice Chair Kaempfe	Present
Board Member Foutz	Present
Board Member Robbins	Present
Board Member Kelly	Present

Attending Staff
Community Development Director Ruth Mayday
Senior Planner Tom Blanchard
Community Development Technician Guss Espolt

**3. PUBLIC COMMENT:**

**Sandy Booth:** Was happy with last month's meeting, there was lots of information shared, but I could not find the minutes online.

**Chair Snyder:** We will direct staff to look into that, because we do have minutes.

**4. MINUTES:**

**a. Consideration of the Regular Meeting Minutes of January 5, 2022**

**Tabled until next meeting, to add comments from Board Member Foutz**

**The motion carried unanimously.**

**5. REPORTS:**

a. Board Member Reports: None

b. Staff Reports:

**6. PUBLIC HEARINGS**

a. Track K Park, Crossings at Mingus: Public Hearing- **Heard**

b. Track K Park, Crossings at Mingus: Consideration and possible action to approve the proposed structures- **Approved**

**Community Development Director Mayday presented Track 'K' Park background as follows:**

- Per the approved development agreement, the park will be built by the developer and then dedicated to the Town for perpetual maintenance.
- Amended final plan was approved by Town Council April 2011 and the associated development agreement in 2013.

- The Parks and Recreation element of the Town General Plan applies to this project, specifically in the recreation/open space element, guiding principle number 4, which calls to provide and expand recreational services and park facilities to serve Clarkdale and visitors.
- This Development Agreement has specific language about development of trails, drainage and recreational facilities, that the Town and developer has agreed to.
- This park is a “passive park” which has a reduced level of activity featuring parking, picnic shelters, restroom, walking trails, benches, walk lighting, trash bins and pet waste bins.
- Landscape features include trees, concrete pavers, decomposed granite, rock ground cover and boulder cairns.

**Motion to open public comment : Foutz**

**Second: Kelly**

**All in favor:** Robbins, Kelly, Kaempfe, Snyder, Foutz

**All opposed:** None

**Motion approved to open public comment**

**Public Concerns:**

- **Privacy** - people using the park will have a direct view into my house and backyard.
- **Picnic Shelters** - will be visible from home backyards and block views.
- **View** - proposed trees will grow too tall and block views of mountains.
- **Benches** - move benches on inside of path to face into the park and away from homes.
- **Rocks** - too many rock piles, add shrubs and local art/sculpture pieces.
- **Recreation** - add flat open area of decomposed granite for ‘passive play’ frisbee, ball, etc.
- **Restroom** - add plant material to soften hard edges. Construction workers will use the restroom rather than the porta potty.

**Motion to close public comment : Foutz**

**Second: Robbins**

**All in favor:** Robbins, Kelly, Kaempfe, Snyder, Foutz

**All opposed:** None

**Motion approved to close public comment**

**Staff Comments:**

**Community Development Director Mayday:** This park, which will be dedicated to the Town for public use, must provide amenities that everyone can use. Not everybody meditates, but everybody does go to parks to do things, have picnics have gatherings and those sorts of things. Because this is a town owned park, the town will be maintaining it in perpetuity. The Design Review Board’s purview is set forth in Chapter 11 of the zoning code, which includes public buildings and structures. Since these are public structures, we are required to bring it to the Design Review Board for review and approval by considering the context and compatibility with Copper Penny Park. Landscaping is also in your purview to make recommendations to add screening trees.

**Chair Snyder: We have a motion and a second on the table to approve with the following stipulations:**

1. Provide bottle filling station in place of drinking fountain.
2. Build shade structures visually compatible with Copper Penny Park with the roof supported by 2 or 4 columns, depending on the structural engineer report.
3. Provide additional landscaping to provide privacy at north end of the park.
4. Provide shade trees from the approved plant list that do not obstruct views.
5. Move two small ramadas (picnic shelters) from the north end of the park to a more centralized location.
6. Substitute Arizona Cypress for a different tree from the approved plant list that will not obstruct views of adjacent homeowners.

**Motion to approve as written with stipulations : Kelly**

**Second: Robbins**

**All in favor: Robbins, Kelly, Kaempfe, Snyder, Foutz**

**All opposed: None**

**Motion approved as written with stipulations**

**7. ACTION ITEMS (NOT REQUIRING A PUBLIC HEARING) NONE**

**8. DISCUSSION ITEMS - NO ACTION TO BE TAKEN**

**9. FUTURE AGENDA ITEMS**

a. Design and color Principles Workshop (Foutz): Board discussed options for workshop; town attorney advised Board regarding purpose of DRB and Chapter 11 of Town Code and applicably the open meeting law.

**10. ADJOURNMENT: 8:12 p.m.**


**Motion: Snyder**

**Second: Robbins**

**All in favor: Robbins, Kelly, Kaempfe, Snyder, Foutz**

**All opposed: None**

**Motion approved to adjourn**



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Chairperson Kerrie Snyder



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Community Development Director Ruth Mayday





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4. **MINUTES:**
  - a. Consideration and possible approval of the Minutes of the January 5, 2022 meeting  
**Discussed: Tabled to March 2, 2022 Meeting**
5. **REPORTS:**
  - a. Board Member Reports **None**
  - b. Staff Reports **None**
6. **PUBLIC HEARINGS: Heard**
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Ruth Mayday

Community Development Director