

MINUTES
BOARD OF ADJUSTMENTS AND APPEALS
TOWN OF CAMP VERDE
TUESDAY, July 15, 2008
3:00 PM
COUNCIL CHAMBERS

Minutes are a summary of the actions taken. They are not verbatim.
Public input is placed after Board motions to facilitate future research.
Public input, where appropriate, is heard prior to the motion.

1. **Call to Order**
The meeting was called to order at 3:00 p.m.

2. **Roll Call**
Chairperson McIntyre, Vice Chairperson McDonald, Board Members Reddell, Bullard, and Hoover were present; Member Roddan arrived at 3:03 p.m.; Member Bassous was absent.

Also Present: Community Development Director Nancy Buckel, Sr. Planner Mike Jenkins, and Recording Secretary Margaret Harper.

3. **Pledge of Allegiance**
The Pledge was led by Hoover.

4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as Consent Agenda Items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of the Board so requests.
 - a. **Set Next Meeting, Date and Time**
 - 1) Regular Session – August 19, 2008
 - b. **Approval of Minutes**
 - 1) Regular Session – June 17, 2008On a motion by McDonald, seconded by Reddell, the Consent Agenda was unanimously approved as presented.

5. **Call to the Public for items not on the Agenda**
There was no public input.

6. **Public Hearing, Discussion and possible Recommendation BOA 2008-03: An application submitted by Robert Allen, owner of parcel 404-23-034C, to allow for one sign for each business fronting Main Street within the Plaza to project over the Public Right of Way as currently prohibited per the Planning and Zoning Ordinances Section 118.IV.A.2. and to allow for one sign to be placed on a roof of the Sutler's Steak House, which is also located in the Wingfield Plaza, where said sign will not create a parapet or parapet wall therefore prohibited as per section 118.IV.A.3. This property is located at 564 Main Street.**
On a motion by Bullard, seconded by Roddan, the Board voted unanimously to approve BOA 08-03, a variance to Section 118 IV A.2 prohibiting projecting signs within the right of way for those businesses located in the Wingfield Plaza fronting Main Street, to allow for business recognition from a distance for

potential customers; **and** to approve a variance to Section 118 IV A.3 prohibiting a roof sign not constructed to be a parapet, to allow for the replication of a historic sign on top of the Sutler's Steak House.

FINDINGS OF FACT

The approval is granted based on the layout of the building that is in the road, as well as the following findings:

1. All signs granted a variance must have a designed attachment for the sign to secure it to the building so that it will be firmly attached and will not be in danger of coming down;
2. All businesses requesting these types of signs must provide a Certificate of Liability Insurance covering the Town's liability in case of injury that result from the Town approving the installation of these signs;
3. The installation of all projecting signs must meet the Town Engineer's installation specification of no portion of the sign may be lower than 8 feet measured from ground level.

STAFF'S PRESENTATION

Community Development Director Buckel explained that there are special circumstances in connection with the subject project consisting of the building and its location that encroaches into the right-of-way. The applicant is requesting variances for two different types of signs be allowed, with one sign to be allowed to project from the side of the building into the right-of-way. Buckel said that there are currently hearings being scheduled to possibly amend the Town Code to allow this type of sign to be used only on Main Street because of pedestrian and traffic safety considerations, as well as assisting shoppers to spot those businesses. The second variance deals with locating signage on the roof top of the same building; the applicant is trying to preserve the historical integrity of the structure. The Design Review Board has approved the remodel of the building, and encouraged Mr. Allen to seek approval for the signage from the Board of Adjustments, which is the only agency that can approve the variances from the Sign Code. The required notices have been sent out; the one objection has been received from another business owner who stated that he would request the same variance from the Code if approved; however, that person already has adequate signage for his business.

PUBLIC HEARING OPEN

Applicant's Statement

Robert Allen said that Buckel had said all that was necessary, adding that his intent was to make the building as reminiscent as possible, particularly with the roof sign. The building will have an old adobe finish; Mr. Allen said that, as much as possible, he is trying to bring back the appearance of the historic Sutler building, and believes that it will be a plus for Camp Verde Old Town. The Board verified with Mr. Allen that the anticipated size of the roof sign would be within the Sign Code limit, and would be addressed during the application process.

COMMENT FROM OTHER PERSONS

There were no comments from other persons.

APPLICANT’S REBUTTAL

No rebuttal was required.

PUBLIC HEARING CLOSED

Board Discussion

In response to a request for the history of the building location, Buckel explained that the encroachment of the building in connection with alignment of the roadway was not determined until the recent work on Main Street that established the right-of-ways, which was after the current owner had already taken over the property. The members also discussed with Buckel the possible amendment to the Sign Code that would allow those types of signs that would replace the A-frame signs; however, Buckel pointed out that there is no guarantee that the amendment would be approved.

STAFF COMMENTS

Buckel referred the members to the new format for the Staff Reports.

7. Call to the Public for Items not on the Agenda

There was no public input.

8. Staff Report

Buckel requested input on the new format for the Staff Reports, if the members desired any further change.

9. Board Informational Reports:

There were no Board Informational Reports.

10. Adjournment

On a motion by Roddan, seconded by McDonald, the meeting was adjourned at 3:23 p.m.

Gene McIntyre, Chairperson

Planning & Zoning Division

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Board of Adjustments and Appeals of the Town of Camp Verde during the Special Session held on the 15th day of July 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2008.

Margaret Harper, Recording Secretary