

MINUTES
Regular Session
THE DESIGN REVIEW BOARD
TOWN OF CAMP VERDE COUNCIL CHAMBERS
TUESDAY, October 28, 2008
3:00 PM

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., by Vice Chairperson Hough.

2. Roll Call

Vice Chairperson Hough, Board Members Norton, Brinkman, and Holguin were present; Chairperson Binick arrived at 3:07 p.m.; Board Member Darby arrived at 3:26 p.m.; P&Z Commissioner Liaison Parrish was absent.

Also Present: Sr. Planner Mike Jenkins, Administrative Assistant Jenna Paulsen, and Recording Secretary Margaret Harper.

3. Pledge of Allegiance

The Pledge was led by Norton.

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 Commission so requests.

Approval of Minutes

September 23, 2008 – Regular Session

a. Set Next Meeting, Date and Time

November 25, 2008 – Regular Session

c. Set meeting date and time for Design Review Board meetings for the fourth Tuesday of the month, 3:00 PM in the Council Chambers for 2008-2009 year.

On a motion by Hough, seconded by Norton, the Consent Agenda was unanimously approved as presented, including approval of the Minutes of August 26, 2008.

By unanimous agreement, the Consent Agenda, Item 4, was addressed at 3:42 p.m., after the hearing on Item 7, in consideration of those members who had indicated an unavoidable delay in arriving, and in order to have a quorum present of those who were in attendance at the August and September meetings.

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

There was no public input.

6. Election of Chairman and Vice Chairman.

On a motion by Holguin, seconded by Brinkman, the Board unanimously elected James Binick as Chairman.

On a motion by Hough, seconded by Holguin, the Board unanimously elected Chip Norton as Vice Chairman.

Following a very brief discussion regarding possible candidates, the elections were held, re-electing Binick as Chairperson and Norton as Vice Chairperson.

At 3:04 p.m. newly-elected Vice Chairperson Norton took his seat of office and introduced Item 7 for discussion; during the Staff Presentation, at 3:07 p.m. Chairperson Binick arrived and presided over the remainder of the meeting.

7. Public Hearing, Discussion and possible approval of DRB 2008-39: An application submitted by Daniel Nitta of Arizona Solar Power, agent for Robert T. Noone, owner of parcel 404-28-155A located at 430 Finnie Flat Road. This possible approval is for a 1,237 square feet Parking Structure with Solar Panels on top.

On a motion by Binick, seconded by Holguin, the Board unanimously approved DRB 2008-39, an application submitted by Daniel Nitta of Arizona Solar Power, agent for Robert T. Noone, owner of parcel 404-28-155A located at 430 Finnie Flat Road. This possible approval is for a 1,237 square feet Parking Structure with Solar Panels on top, with the stipulation that the solar panel angle not exceed 22-1/2 degrees to avoid reflection toward the residences on the hillside.

STAFF PRESENTATION

Sr. Planner Mike Jenkins gave an overview of the proposed parking structure and on the submittals presented by Arizona Solar Power. Jenkins explained that the applicant is asking for final approval of the parking structure with solar panels on top, since there are no civil design issues with the project so a conceptual meeting with the Board was not required. The solar panels are a certain color regardless, and the open steel frame parking structure will be represented with colors that will match the existing dentistry office building. There will be no additions to the existing dentistry office and no additional parking or landscaping, or civil site plans, will be required. The limited space on the roof of the existing building would not accommodate the solar panels; the parking structure is the alternate option for the panels, will be attached to the building, and will also provide shaded parking and a breezeway for the dentistry patients. Jenkins pointed out that there will only be an electric transmission line that will run from the parking structure to the building, tying in to the APS panel, and he described how the power will be used by the facility. Jenkins said that the applicant will be illustrating several options for solar panels, including using an independent motorized tracking system.

PUBLIC HEARING OPEN

Applicant's Statement

Daniel Nitta of Arizona Solar Power gave a short Power Point presentation that pointed out all existing structures in the area where the parking structure will be situated. Mr. Nitta outlined the ownership of Arizona Solar Power and the installers employed by that company, and described in technical detail the use of the high-quality solar panels to create renewable energy, working directly with APS to earn usable kilowatt credits. Mr. Nitta said that the concept of rural/Western design was taken into consideration in that the colors on the steel structure would match the colors of the building and the roof. Mr. Nitta commented on other installations that his company is working on in the Verde Valley, including the new Ranger Station in the Camp Verde area. The members discussed with Mr. Nitta at length the long-term financial benefits of switching over and taking advantage of the solar power technology.

During a discussion with the Board members regarding the installation of the solar panels on the roof of the parking structure, with input from the designer, Aaron Medkiff, Mr. Nitta agreed to maintain an angle on the solar panels not to exceed 22 degrees so as to prevent any light reflection from the panels toward an adjacent development.

COMMENT FROM OTHER PERSONS

There were no comments from other persons

APPLICANT'S REBUTTAL

No applicant's rebuttal was required.

PUBLIC HEARING CLOSED

Board Discussion

There was no further Board discussion other than a comment that the presentation and education on solar power technology shared by the applicant were appreciated.

8. **Presentation and Discussion on Resolution 2008-751: A resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, superseding Resolution 2003-568 and adopting the Town of Camp Verde Code of Conduct for elected and appointed officials.**

There was no action taken.

Administrative Assistant Paulsen explained that the Council had approved the subject Resolution adopting the Town of Camp Verde Code of Conduct for elected and appointed officials. The packets contain the information detailing the Code of Conduct that applies not only to the Town Council but all the members of the Commissions and Boards. Also included is a receipt that each member is requested to sign and return to Paulsen acknowledging receipt of the information.

9. Board Informational Reports:

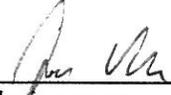
There were no Board informational reports.

10. Staff Report

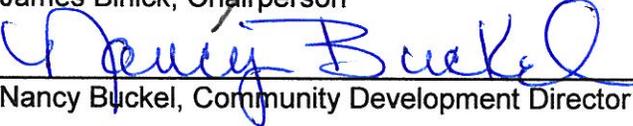
Jenkins reported that the Council approved the amendments to Section 124, the Design Review section of the Ordinance; the Board will be seeing the revised section shortly.

11. Adjournment

On a motion by Brinkman, seconded by Darby, the meeting was adjourned at 3:49 p.m.



James Binick, Chairperson

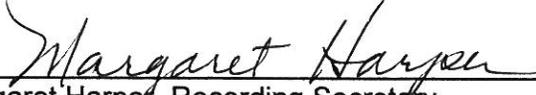


Nancy Buckel, Community Development Director

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Design Review Board of the Town of Camp Verde during the Regular Session of the Design Review Board, Camp Verde, Arizona, held on the 28th day of October 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 25th day of Nov., 2008.



Margaret Harper, Recording Secretary