

MINUTES
Regular Session
THE DESIGN REVIEW BOARD
TOWN OF CAMP VERDE COUNCIL CHAMBERS
TUESDAY, November 25, 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.

2. **Roll Call**
Chairperson Binick, Vice Chairperson Norton, Brinkman, and P&Z Commissioner Liaison Parrish were present; Board Member Hough arrived at 3:03 p.m.; Board Member Holguin arrived at 3:16 p.m., and Board Member Darby arrived at 3:22 p.m.

Also Present: Community Development Director Nancy Buckel and Recording Secretary Margaret Harper.

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

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
October 28, 2008 – Regular Session
a. **Set Next Meeting, Date and Time**
December 23, 2008 – Regular Session
A motion by Hough, seconded by Norton, to approve the Consent Agenda was withdrawn after discussion.

On a motion by Hough, seconded by Norton, to approve the Consent Agenda was unanimously approved as presented, with the addition of the Special Session set for December 9, 2008.

There was a brief discussion regarding the Special Session scheduled for December 9, 2008; it was agreed to include that meeting on the Consent Agenda.

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

6. **Public Hearing, Discussion and possible approval of DRB 2008-43: to amend DRB 2008-18, An application submitted by Robbie Allen, owner of parcel 404-23-034C, for design review approval to install a distressed corrugated metal roof instead of the previously approved asphalt shingles with the color to be similar to that manufactured by Elk, color item (Capstone), located at 564 Main Street on the Sutler Building.**
On a motion by Norton, seconded by Holguin, the Board unanimously approved DRB 2008-43, to amend DRB 2008-18, an application submitted by Robbie Allen, owner of parcel 404-23-034C, for design review approval to install a distressed corrugated metal roof instead of the previously approved asphalt shingles, located at 564 Main Street on the Sutler Building.

STAFF PRESENTATION

Community Development Director Buckel reported that Mr. Allen, in connection with moving forward with his remodel on the Steak House, had previously presented to the

Board several options for the roofing material that included the subject asphalt shingles manufactured by Elk. Mr. Allen subsequently decided that a metal roof would be preferred, and unfortunately had incorrectly assumed that a corrugated metal roof was among the options approved. Buckel said that staff felt that the issue should be brought back to the Board to be revisited and discussed with Mr. Allen; a sample of the proposed metal roof was displayed.

Buckel added that this project is a very unique one, and that Council has given Mr. Allen special permission to continue the work on the porch that is encroaching the sidewalk right-of-way, with the understanding that staff is moving forward on working on a special Overlay District that will address the unique characteristics of the Downtown buildings.

PUBLIC HEARING OPEN

Applicant's Statement

Robbie Allen explained that he had intended to make the metal roof a third option in his previous proposal, but apparently that had been overlooked when the Board gave its approval for the shingles. By popular demand and input from the community the metal roof appears to be the most logical choice and more historically reminiscent.

COMMENT FROM OTHER PERSONS

There were no comments from other persons.

APPLICANT'S REBUTTAL

No rebuttal was necessary

PUBLIC HEARING CLOSED

Board Discussion

The Board briefly discussed with Mr. Allen his anticipated time line on the remodel project and prospective tenants.

STAFF COMMENTS

There were no further staff comments.

7. **Discussion and Conceptual review of DRB 2008-44: An application submitted by J.C. Nichols from Blue Rhino, agent for Camp Verde Ace Hardware Store, owner of parcel 404-22-116A, requesting conceptual review of a proposal to place a propane tank display rack in front of the Ace Hardware located at 285 S. Main Street.**
There was no action taken.

Buckel advised the Board that the applicant, who was not present, has expressed the willingness to do whatever is required of him in connection with the application. The owner of Ace Hardware is requesting the applicant to place the propane display in front of the store. Buckel said that staff is faced with two issues; one, the location in the Historic Downtown District which might cause some community concern, and it is a portable structure with a sign and a logo that has no Western nature whatsoever. Buckel also referred to the recent amendments to the Design Review ordinance regarding "Vertical Structures" and "Mobile Units."

Buckel said that while she has the authority to administratively approve the application, it is anticipated that similar issues will arise in the future, and she would like to have some direction from the Board members on making those decisions. Because of that Buckel added that the applicant is not being charged a fee for this conceptual review. The Board discussed with Buckel the proposed propane display and the issues presented, including signage, commenting on the various portable structures and displays currently in place, the different vending machines and newspaper racks, and whether the proposed display would be considered a vertical structure. It was suggested that there should be a policy of prohibiting vending machines from being fronted on an arterial highway such as Main Street. There was some opinion expressed that the subject display should be considered in the category of a vending machine.

Buckel said she was looking for a policy regarding putting these types of applications

through design review, and what the criteria would be if they were allowed on Main Street specifically but for all the other buildings as well, and how to deal with the signs incorporating the industry lobo. The Board discussed setbacks, square footage of signs and fronting on Main Street, and considered possibly setting the matter for hearing, either on December 9th or December 23rd, but made no decision in that regard.

In summary, the Board expressed the opinion that the propane display is not fronting the highway, it is well set back, occupies a very small portion of the front space from the collector street, and should be considered a vending machine, not a true structure; therefore, the Board would not second guess administrative approval on this. There would be no problem with bringing a similar issue before the Board in the future if there were some question about approving it administratively.

8. **Board Informational Reports:**

Parrish described his experience cutting up an old pine tree for a load of wood and finding a .357 bullet that had been embedded in that trunk 75-80 years ago.

9. **Staff Report**

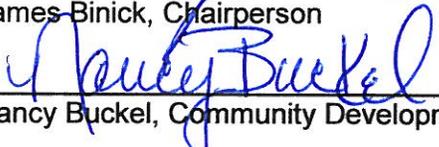
Buckel reported that the Council made a final decision to not allow any cargo containers in the Town, although it is still an ongoing court case. Nothing more has been done on the photo library; she can always use more photos with the specific feature identified.

10. **Adjournment**

On a motion by Brinkman, seconded by Parrish, the meeting was adjourned at 3:59 p.m.



James Binick, Chairperson

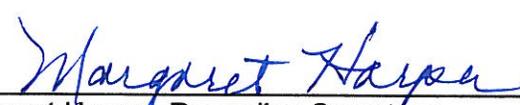


Nancy Buckel, Community Development Director

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 25th day of November 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 23rd day of December, 2008



Margaret Harper, Recording Secretary