

MINUTES
Regular Session
THE DESIGN REVIEW BOARD
TOWN OF CAMP VERDE COUNCIL CHAMBERS
TUESDAY DECEMBER 23, 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, Board Members Brinkman, Darby and P&Z Commissioner Liaison Parrish were present; Vice Chairperson Norton and Board Members Hough and Holguin were absent.

Also Present: Sr. Planner Mike Jenkins, Adm. Assistant Jenna Paulsen 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.
 - a. **Minutes for approval**
December 09, 2008– Special Session
 - a. **Set Next Meeting, Date and Time:**
January 13 2009 – Regular SessionOn a motion by Binick, seconded by Parrish, the Consent Agenda was unanimously approved as presented, with the Minutes of December 9th 2008 pulled for consideration at the next meeting, and the next meeting date corrected to reflect January 27, 2008.

Chairperson Binick noted that the Minutes of December 9, 2008 could not be approved at this meeting due to absence of members who had attended that meeting and therefore a lack of a quorum; the Minutes will be presented for approval at the next meeting. It was also pointed out that the next meeting was inadvertently reflected as January 13th; the next meeting will be January 27, 2008.

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

6. **Discussion and possible approval of Amendment to DRB 2008-14 for the change in Solar Power Panel Design for the Verde Ranger Station as requested by the Prescott National Forest Service located on parcel 800-02-011N directly east of McCracken Lane and the North side of Highway 260 at the current Ranger Station location. The parcel is comprised of**

approximately 13 acres within National Forest Service Lands.

On a motion by Binick, seconded by Darby, the Board unanimously approved Amendment to DRB 2008-14 for the change in Solar Power Panel Design for the Verde Ranger Station as requested by the Prescott National Forest Service located on parcel 800-02-011N directly east of McCracken Lane and the North side of Highway 260 at the current Ranger Station location.

STAFF PRESENTATION

Adm. Assistant Jenna Paulsen outlined the previous review and approval of the exterior finish items for the subject Ranger Station on May 13, 2008. The Forest Service is seeking to change the originally approved solar system to a five-unit solar tracking system as proposed by Arizona Solar Power, agent for the Forest Service. There will be no change in the area required; that solar tracking system will take less of the original foot print as designed for the fixed solar panel system. Sr. Planner Jenkins displayed a photo of the approved system, and referred to the material supplied to the Board that shows where the proposed five tracking systems would be located on the site plan, and their appearance.

Daniel Nitta, Arizona Solar Power representative, gave a detailed Power Point presentation to illustrate and describe the function of the solar tracking system as opposed to the fixed solar panel system. Mr. Nitta explained how the system, among other benefits, would provide the primary benefit of an increase in efficiency of 25 to 40 percent, or more power than the previous design.

Dee Hines, with the Prescott National Forest, said that the Forest Service is excited about the new proposal in that it presents the option to expand in the future, although they have no plans for expansion at this time. The Board discussion with Mr. Hines indicated general approval of the change in design and appearance. There was some discussion about constructing a rail-type fencing around the area; Mr. Hines said he understands the visual concerns along Hwy 260, but such cost has not been figured into the development at this time.

In response to some concern regarding the location and visibility of the system, **Doug Schmidgal**, facility engineer, explained that the area selected was the one that would better accommodate the solar system; also, it was felt that the location would help to make the public aware of the Forest Service doing something progressive toward sustainable energy.

There was further discussion about rail fencing. The Board was advised that landscaping has been planned to help soften the visual impact of the tracking towers. Also, the Board was glad that the Forest Service would be willing to consider the fencing in the future, but could not commit to that at this time. The members expressed appreciation to the Forest Service for voluntarily coming to the Design Review Board although they were not required to do so, and welcomed the inclusion of the tracking solar system in the development.

There was no public input.

7. Board Informational Reports:

Binick reported that this meeting is Mr. Parrish's last hearing with the Board; the members look forward to the next P&Z liaison who will be present at the January meeting.

Parrish expressed his concern about lack of members' attendance and not

having a full quorum during his six months at the Board meetings; he added that people should either commit to attend, or quit and let someone else fill the position.

8. Staff Report

Paulsen said that Mr. Binick has requested having a review of the Visual Library at the January meeting. It is being organized now and will be shared in a Power Point presentation. There is also an application for signage scheduled for that meeting as well.

9. Adjournment

On a motion by Brinkman, seconded by Parrish, the meeting was adjourned at 4:33 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 23rd day of December 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 24th day of Feb., 2009



Margaret Harper, Recording Secretary