

MINUTES
Regular Session
THE DESIGN REVIEW BOARD
TOWN OF CAMP VERDE COUNCIL CHAMBERS
TUESDAY FEBRUARY 12, 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 Hough, Brinkman, Holguin and Burnside were present; Vice Chairperson McDonald and Member Darby were 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 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. **Approval of Minutes:**
January 8, 2008 – Regular Session
 - b. **Set Next Meeting, Date and Time:**
March 11, 2008 – Regular SessionOn a motion by Hough, seconded by Brinkman, 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. **Election of Chairman & Vice Chairman.**
On a motion by Hough, seconded by Holguin, the Board unanimously elected Jim Binick as Chairman.

On a motion by Brinkman, seconded by Binick, the Board unanimously elected Michael Hough as Vice Chairman.

With only brief discussion, the Chairman and Vice Chairman were elected as noted.
7. **Presentation, Discussion and Possible Approval of DRB 208-01: An application submitted by Ed Sabin/Brian Eichenberg of Sign A Rama, agent for JRG Investments, LLC, owner of parcel 403-22-102A for a Days Inn to replace existing signage artwork located on 1640 W. Highway 260 near I-17.**
On a motion by Hough, seconded by Holguin, the Board unanimously approved DRB 208-01 to allow the requested sign change.

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STAFF PRESENTATION

Sr. Planner Jenkins said that staff had compared the existing sign structures with the Town Sign Regulations set forth in the Planning & Zoning Ordinance, and have determined them to be in compliance with said regulations.

APPLICANT'S STATEMENT

Brian Eichenberg explained that the subject changes had been mandated by Days Inn, and nothing has been requested over and above the original approved signage; he confirmed that the change was to have taken place in 2007 and is about a month behind schedule.

There was no further Board discussion.

8. Presentation and Discussion of a Conceptual plan of: Suttler Building for a Restaurant by owner Robby Allen on parcels 404-23-034C zoned C2-4 and located in the Town site at 564 South Main Street.

There was no action taken.

STAFF PRESENTATION

Community Development Director Buckel said that the owner of the Suttler Building is proposing a development of the last segment of that building, where the Zane Grey Steakhouse used to be. The intent is to find a tenant who would provide a home-style steakhouse that would draw residents and tourists alike. Mr. Allen is working to recreate the style similar to that shown in historical documents while being in compliance with the current building codes as well. Buckel outlined some of the architectural ideas that the owner is proposing in order to try to recreate the historical appearance. Mr. Allen feels that he cannot yet make strong decisions on the materials that will be used, and is looking for guidance from the Board on colors and materials in order for him to move forward on approval of his final application. Mr. Allen is also facing the problem of not knowing just what is required until he proceeds with the renovation and resulting discovery issues that may limit his ability to come up with the final project. He has a potential tenant, and they are ready to move forward if the project can be completed in a timely manner. Buckel reminded the Board that the project is a remodel, and the main requirements are only the aesthetics and appearance of the finished building; the parking is adequate. Buckel confirmed that the final application documents will consist of elevations, lighting, color palettes, as well as clearance from the Town Engineer for any work to be done in connection with the sidewalk right-of-way.

APPLICANT'S STATEMENT AND BOARD DISCUSSION

Together with sharing copies of photographs and sketches, Robby Allen detailed his hopes and ideas for the proposed remodel to reflect an appearance that would be historically reminiscent of what was originally in the area. The Board members discussed with Mr. Allen the plans he described, including anticipated structural issues affecting the roofline, possible restoration of the original adobe wall, building elevations, building materials and colors, with Mr. Allen continuing to stress his intent to present a structure that would appear historically significant and one that the community could be proud of. Because of the many unknown factors that might be encountered during the remodel, Mr. Allen said that he felt it would be a problem to present a plan indicating the finished project, and hoped to get approval based on his past projects and his verbal assurances of a quality product. However, it was pointed out to Mr. Allen that the Board needs more

specific information, or an architectural-type rendering on which to make a decision, rather than just give a carte blanche approval of an evolving, general verbal concept since doing so would set a precedent difficult to defend against.

Following a further lengthy discussion, with reassurances that the Board wanted to support the applicant's proposed project, it was suggested that Mr. Allen put together a schedule of alternate exterior finishes; a range of colors within which to follow; roof material alternatives; building materials; elevation views; and identify the alternatives as A, B and C, from which the Board could circle items for approval. If there are minor changes then staff would have the latitude to review and notate those changes. It was also pointed out that the Town Engineer will need to approve the planned covered porch over the sidewalk, and the signage will need approval from the Board of Adjustments.

Mr. Allen reiterated his need to get final approval from the Board as soon as possible because of financial considerations. Based on his understanding of what the Board needs in order to approve his project, Mr. Allen said he believed he could start on preparing the documents immediately to submit to Buckel for pre-approval, after which Buckel will contact the members to arrange for calling a special session.

9. Discussion and possible approval of changing the time of the Design Review Board Meetings.

On a motion by Brinkman, seconded by Burnside, the Board voted unanimously to continue this item to the next meeting.

Chairperson Binick explained that there have been scheduling conflicts for some of the Board members who are involved in other civic activities. After a brief discussion of possible time changes, it was generally agreed that without the input of the two members who have expressed a need for a change it would be difficult to make a decision, and it was decided to continue the discussion for action at the next meeting.

10. Discussion of the Design Review procedures & ordinance and Possible amendment to Section 124 to create better guidelines for the applicant and the Design Review Board per discussion with Council on January 9, 2008.

On a motion by Hough, seconded by Holguin, the Board voted unanimously to continue this item to the next meeting.

After some discussion regarding work on the proposed amendment, the members agreed they would participate in preparing the draft, and that they also would provide additions to the visual library at the same time. The Board decided that the item would be continued to the next meeting, and that the Minutes of the discussion with Council will be made available for reference.

11. Board Informational Reports:

Binick reported that he plans to take some pictures for the next meeting to be included in the visual library.

Holguin added that he would also take some pictures to submit to the Board.

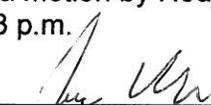
Burnside commented that he has enjoyed participating in the meetings for the last six months; he further reported that if appointed by Council, Carol German is slated to be the next P&Z representative.

12. Staff Report

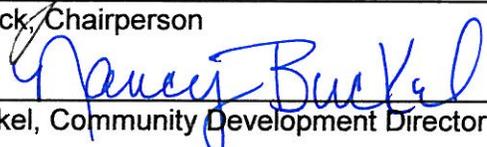
Buckel said that staff will provide the Minutes of the work session in the agenda packet for the next meeting; in the meantime, copies are available at any time in the office

13. Adjournment

On a motion by Hough, seconded by Burnside, the meeting was adjourned at 5:03 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 12th day of February 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 11th day of March, 2008.



Margaret Harper, Recording Secretary