

**Corrected Minutes  
Special Session  
THE DESIGN REVIEW BOARD  
TOWN OF CAMP VERDE COUNCIL CHAMBERS  
473 S. MAIN STREET  
TUESDAY May 13, 2008  
3:00 PM**

**1. Call to Order:**

The meeting was called to order at 3:08 p.m.

**2. Roll Call:**

Board Members: Shirley Brinkman, Paul Holguin, Vice Chair Mike Hough, and Chip Norton. Chairman Jim Binick arrived late at 3:18 pm. Steve Darby & Carol German were absent.

**Also Present:** Sr. Planner Mike Jenkins, Administrative Assistant/Building Tech. Valerie House, and Recording Secretary/Administrative Assistant Jenna Paulsen

**3. Pledge of Allegiance:**

The Pledge was lead by Hough.

**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:**

April 08, 2008 – Regular Session

**b. Set Next Meeting, Date and Time:**

May 27, 2008 – Regular Session

On a motion by Brinkman, seconded by Holguin, 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. Discussion and possible approval of DRB 2008-14 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 Holguin, seconded by Hough, the Board voted unanimously to approve DRB 2008-14, an application submitted by the Verde Ranger Station requested by the Prescott National Forest Service located on parcel 200-02-011N directly east of McCracken Lane and North side of Highway 260 at current ranger Station Location.

**STAFF PRESENTATION**

Sr. Planner Mike Jenkins informed the Board that the US Forest Service did not have to come before the Board for a final decision, but as a courtesy to the Town they asked to be reviewed by the Board. Mr. Jenkins said that the plans submitted were reviewed by the Town Engineer and staff. There will be 25 employees with 10 seasonal workers for the summer season. The project is an Administrative Building, Warehouse and horse shelter. Staff recommended approval of the project.

## **APPLICANTS STATEMENT AND BOARD DISCUSSION**

Together with a site plan, and materials Dee Hines and Doug Schmidgall, facility engineer for the Prescott National Forest gave an overview of the project. Mr. Hines mentioned that since they are in the Town Limits they desired the expertise of the Design Review board to approve the project and that the fire department will be reviewing the plans as well.

Mr. Doug Schmidgall said that the existing buildings will be demolished. The only signage that will be remaining will be the monument sign already in existence near the road. Solar panels will be used and located near Hwy. 260. Binick mentioned that they would like to see some screening from 260 if possible, but not to inhibit the function of the solar panels. Mr. Schmidgall said that they would look into the landscape architect to possible screening. Mr. Schmidgall also said that the buildings will be constructed as "Green Buildings", and certified through "Leed". Holguin praised them for the effort and said that it is nice that they are going to be setting an example for other businesses.

The Board reviewed the pipe rail fence and would like to see more of the fence along Hwy 260 continued around on McCracken to bring more of the western flavor to the front of the property. The Board also discussed the helicopter pad, horse shelter, landscaping, lighting, detention basins, RV circulation, pervious concrete and construction materials.

- 7. Discussion and Conceptual review of DRB 2008-17:** An application submitted by Rick Homes, agent for Adler-Gracer Living Trust, owner of parcel 403-25-010 and Donald C. DeFlavis Revocable Trust, owner of parcel 403-25-011, requesting a conceptual review of a proposal for constructing a multi-tenant office warehouse and associated improvements. This development will be located on lots 10 and 11 of Verde Valley Business Park containing approximately 43,417 square feet and measuring approximately 212.5' X 102' on lot 10 and 210.98' X 102' on lot 11. This property is located at 3752 and 3776 West Summit Point Court, 3 miles north of Interstate 17 on Highway 260 and is zoned C-3.  
**There was no action taken**

## **STAFF PRESENTATION**

Sr. Planner Mike Jenkins gave an overview of the project.

## **APPLICANTS STATEMENT AND BOARD DISCUSSION**

Mr. Rick Homes said that he was looking for feedback on his project.

Binick stated that three sides of the project were visible to the community and suggested an alternative type of facing.

Mr. Homes said that there may be some difficulty with the CC&R's, and that he didn't have a copy with him.

Holguin would like to see stacked stone 3' up around the building.

Mr. Homes said to employ alternative surfaces might cause a problem with perspective tenant requirements in the future.

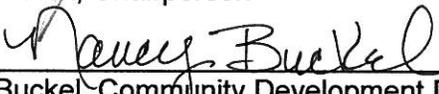
Binick suggested wood construction. Mr. Homes was concerned that with wood there might be a maintenance issue. Suggestions by the Board were for Mr. Homes to look at the stonework on Gibbs Western wear metal building as an example. Also mentioned that he may want to look at the design on the front of Tire Pro.

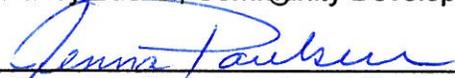
Mr. Homes said that the storage area would be gravel and that the parking would be paved. They were going to give some western appearance with landscaping. Binick suggested trim treatment around doors and windows, but recognizes there this is an industrial building.

The Board thanked Mr. Homes for coming before them with his conceptual plan.

8. **Board Informational Reports:** Individual members of the Board may provide brief summaries of current events and activities. These summaries are strictly for the purpose of informing the public of such events and activities. The Board will take no discussion, consideration, or action on any such item, except that an individual Board member may request an item be placed on a future agenda. Shirley Brinkman showed an example of a sign that was used by Simplicity Salon. **Mr. Chip Norton was welcomed to the Board. Board Member gave a brief overview of his resume.**
9. **Staff Report**  
**There was no staff reports.**
10. **Adjournment**  
On a motion by Brinkman, seconded by Norton, the meeting was adjourned at 4:51 p.m.

  
\_\_\_\_\_  
James Binick, Chairperson

  
\_\_\_\_\_  
Nancy Buckel, Community Development Director

  
\_\_\_\_\_  
Recording Secretary Jenna Paulsen

**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 11<sup>th</sup> day of March 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 25 day of June, 2008.