



**NOTICE OF A REGULAR MEETING OF THE HISTORIC PRESERVATION COMMISSION
OF THE TOWN OF CLARKDALE
TUESDAY, OCTOBER 7, 2025 AT 6:30 PM**

In Person: Clark Memorial Clubhouse, 19 N. Ninth St., Clarkdale AZ

OR

Join Zoom Meeting

<https://zoom.us/j/9554994085>

Meeting ID:955 499 4085

Unless otherwise stated, the public will have physical access to the meeting place 15 minutes prior to the start of the meeting.

Town of Clarkdale Vision

The Town of Clarkdale connects our unique history, proximity to the Verde River, and small-town charm to a future with a vibrant economy.

We cultivate an environment where residents and businesses can thrive; providing services and jobs for our residents and capitalizing upon tourism.

We sustainably enhance our infrastructure, support the arts and education, and develop recreational opportunities to create a bright future for our entire community.

PURSUANT TO A.R.S. §38-431.02, NOTICE IS HEREBY GIVEN that the Historic Preservation Commission will hold a Regular Meeting open to the public on Tuesday, October 7, 2025, at 6:30 PM at 19 N. Ninth Street, Clarkdale, Arizona, Clark Memorial Clubhouse, Men's Lounge. A quorum of Town Council members may be present at this meeting; however, they will not deliberate or take action on any items. All members of the public are welcome to attend.

ALL ITEMS ON THIS AGENDA ARE SCHEDULED FOR DISCUSSION AND POSSIBLE ACTION, UNLESS OTHERWISE NOTED.

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

The Historic Preservation Commission invites the public to provide comments at this time. Members of the Historic Preservation Commission may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01, action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date. Persons interested in making comments on a specific agenda item are asked to complete a brief form and submit it to the Clerk or liaison during the meeting. Each speaker is asked to limit their comments to three minutes unless a different amount of time is noted on the agenda or is determined by the

Presiding Officer or by a majority vote of the Council, Commission or Committee.

4. STAFF INTRODUCTIONS

A. Introduce Senior Planner Clover Pinion

5. MINUTES

A. Approval of Minutes

Discuss, consider and act upon the draft minutes from the regular meeting held on Sept. 2, 2025.

6. NEW BUSINESS

A. Exterior Design Improvements and Signage for The Venus Tree at the Copper Art Museum

Discuss, consider and act upon application no. 250108, exterior design improvements including a comprehensive sign package and sidewalk café permit for The Venus Tree, located at 901 Main Street, Clarkdale, AZ A.P.N. 400-03-164, and additional signage at the Arizona Copper Art Museum, located at 849 Main Street, Clarkdale, AZ A.P.N. 400-06-032B. Submitted by Drake Meinke, applicant, on behalf of the Arizona Copper Arts Museum.

B. Meeting Time for the Historic Preservation Commission

Discuss, consider and act upon recommendations for meeting times.

7. FUTURE AGENDA ITEMS

Historic Preservation Commission may propose items to be placed on a future agenda. This item is for discussion only.

8. ADJOURNMENT

Values

Values are the guiding principles that provide an organization with purpose and direction. The Town of Clarkdale's organizational values are:

COPPER

Customer focused

Open, transparent and equitable

Preserving our history, charm, and environment

Planning for a sustainable future

Economic and social resiliency

Resourceful and innovative

Mission

The Town of Clarkdale serves the community by providing amenities, infrastructure, services, and public safety to enhance quality of life. We are stewards of our history while we

sustainably and resiliently plan for the future with an emphasis on community engagement and transparency.

Persons with a disability may request reasonable accommodations by contacting the Town Hall at (928) 639-2400 (TTY: 1-800-367-8939) at least 72 hours in advance of the meeting.



Staff Report

Item Number: 5.A.

<u>Agenda Item:</u>	Approval of Minutes Discuss, consider and act upon the draft minutes from the regular meeting held on Sept. 2, 2025.
<u>Staff Contact:</u>	Ruth Mayday, Assistant Town Manager/Community Development Director
<u>Meeting Date:</u>	October 7, 2025
<u>Strategic Goal:</u>	Not applicable.
<u>Background:</u>	Review of the draft minutes from the regular meeting held on Sept. 2, 2025.
<u>Budget Impact:</u>	No budget impact.
<u>Recommendation:</u>	Staff recommends that the Commission approve the draft minutes from the regular meeting held on Sept. 2, 2025.



**SUMMARIZED MINUTES OF A REGULAR MEETING OF THE
HISTORIC PRESERVATION COMMISSION
OF THE TOWN OF CLARKDALE
TUESDAY, SEPTEMBER 2, 2025 AT 6:30 PM**
(To listen to the full audio/video of the meeting,
please visit www.clarkdale.az.gov – agendas & minutes)

Members Present: *Matthew Guebard, Amy Stein, Mike Westcott and Cynthia Malla, Kerrie Snyder.*

Other Municipal Officials Present: *Community Development Director Ruth Mayday; Community Development Admin Guss Espolt.*

Audience: *One member of the public was present.*

Zoom: *No members of the public were present.*

- 1. CALL TO ORDER** – *Chair Guebard called the meeting to order at 6:30 p.m.*
- 2. ROLL CALL** – *All Present: Matthew Guebard, Amy Stein, Mike Westcott and Cynthia Malla, Kerrie Snyder.*
- 3. PUBLIC COMMENT**
No public comment.
- 4. NEW BUSINESS**
 - A. Signage Budget Request**
Discussion only regarding Chair Guebard's proposal regarding a budget request for the revitalization of historic markers throughout the Town of Clarkdale.
 - B. Historic Preservation Grant Program**
Discussion only regarding Chair Guebard's proposal regarding historic preservation grants.

5. FUTURE AGENDA ITEMS

*Historic Preservation Commission proposed the following item to be placed on a future agenda:
Oct. 7, 2025: Applicant #250108 Venus Tree, at 901 Main Street, Arizona Copper Art Museum Inc.*

6. ADJOURNMENT

Motion by Malla, second by Stein to: *Adjourn the meeting.*

Vote: 5-0

Commissioner	Aye/Nay
Vice Chair Guebard	Aye
Commissioner Snyder	Aye
Commissioner Westcott	Aye
Commissioner Malla	Aye
Commissioner Stein	Aye

Chair Guebard adjourned the meeting without objection at 7:23 p.m.

Chair Guebard
Historic Preservation Commission

Assistant Town Manager, Ruth Mayday



Staff Report

Item Number: 6.A.

Agenda Item: **Exterior Design Improvements and Signage for The Venus Tree at the Copper Art Museum**
Discuss, consider and act upon application no. 250108, exterior design improvements including a comprehensive sign package and sidewalk café permit for The Venus Tree, located at 901 Main Street, Clarkdale, AZ A.P.N. 400-03-164, and additional signage at the Arizona Copper Art Museum, located at 849 Main Street, Clarkdale, AZ A.P.N. 400-06-032B. Submitted by Drake Meinke, applicant, on behalf of the Arizona Copper Arts Museum.

Staff Contact: Ruth Mayday, Assistant Town Manager/Community Development Director

Meeting Date: October 7, 2025

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 - Enhance the quality of life for residents, businesses, and visitors to Clarkdale.
- Goal Area 4 – Strengthen and diversify our economy through cultivating a business-friendly climate for business attraction and strategically capitalizing upon tourism.

Background: This application proposes new signage for the former T.F. Miller Company building located at 901 Main Street, which served as a commissary/general store for the residents of Clarkdale, and the Arizona Copper Art Museum (ACAM), which housed the Clarkdale High School. While the ACAM has been in active use for quite some time, the former commissary/general store has been vacant for at least 40 years.

This proposal also seeks approval of a new sidewalk café to be located on the Main Street frontage of the building. A sidewalk café proposal was approved shortly after ACAM acquired the building; while similar to this configuration, some modifications to the location and street furniture have been made since that action.

901 Main Street: The Venus Tree

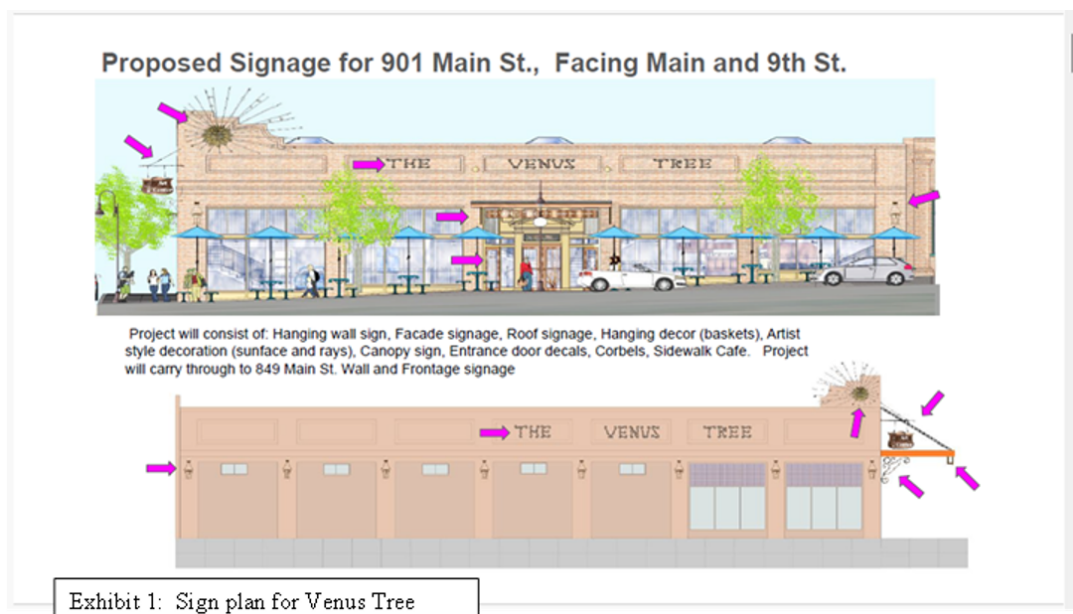
Signage and Exterior Ornamentation Plan

Exhibit 1: Sign Plan for the Venus Tree: identifies the location of all proposed

signage and exterior ornamentation. Types of signage proposed include projecting signs, wall signs, and window signs. This exhibit also illustrates the proposed location of the sidewalk café along with the proposed street furniture. While roof signs were initially proposed, the Town's zoning code does not permit it, and it has been removed from the signage plan.

Calculation of Sign Area: Chapter 7, Signs, sets forth the formula for calculating the amount of signage a specific business can use. The formula is street frontage of the structure multiplied by 1.5 to determine the allowed area. Because this building is on a corner, it is entitled to use both the front and side for the area calculation.

(Main Street + 9th Street) x 1.5 = Maximum area. (98' + 120') x 1.5 = 327 square feet.



Determining the area of single letters is calculated one of two ways: either the outside perimeter is measured, or the applicant provides the sum of all linear dimensions for each letter and the width of each dimension, which is then multiplied to determine area. In this instance, the applicant has chosen the latter over the former.



Exhibit 2: Individual Letters

Wall Signs: This project proposes both lettered signage and geometric signage in the wall sign category.



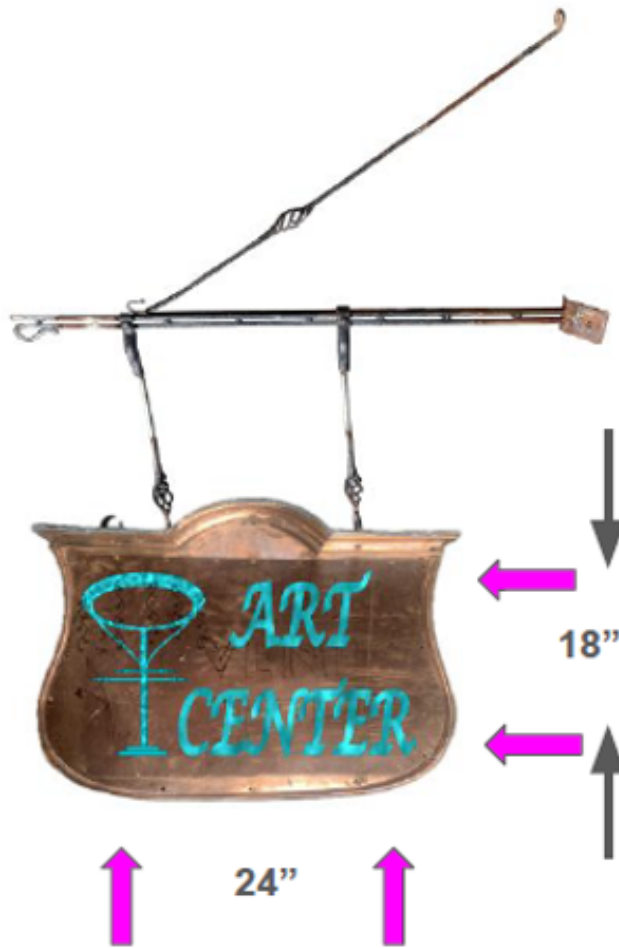
The words "The Venus Tree" are planned for both the façade and the side of the building. Each letter measures 64 inches in length and 1-inch wide. Twelve letters are required for each side.

$12'' \times 64'' = 768''/144 = 5.3$ square feet X 2 sides = 11 square feet of signage.

The letters will be formed in an ornamental wrought iron and affixed to the exterior of the building with appropriate concrete screws.

Projecting Sign: This project proposes one projecting sign on each frontage. The sign is copper with turquoise/verdigris lettering and the Venus Tree logo. The sign will project out over the sidewalks. For signs such as this, the sign must be at least 9 feet between the bottom of the sign and grade. Based on the proposed location just above the string course, staff has determined that it will exceed the 9-foot minimum required by code. It will also be backlit with low-voltage LED lights.

The sign will hang from a decorative bracket made of two solid steel 1-inch wide and half-inch thick horizontal bars welded together for additional strength and project 48 inches or 4 feet over the sidewalk. Angle iron will be used to provide additional stability by attaching to the end of the bracket and bolting it to the wall. The sign will be suspended from the bracket using two 18-inch long 9/16-inch vertical rods that attach to the top of the sign. The bracket assembly will be brown.



$$18'' \times 24'' = 432''/144'' = 3 \text{ sf} \times 2 = 6 \text{ sf}$$

Canopy/Awning Sign: Town code allows for signage that hangs from awnings and canopies. This building has a large canopy facing Main Street; rather than defacing the existing panel, the applicant is asking to install a sign that is suspended below it.

The proposed sign is 9 feet long and 1 foot wide, with 9-inch-high lettering, for a total area of 9 square feet. The clearance between the sidewalk and the bottom of the sign is 9 feet. The sign will be constructed of copper sheet metal, with cut out lettering and the same glass inserts as the "Art Center" sign. It will also be backlit and on a timer to extinguish in accordance with zoning regulations.



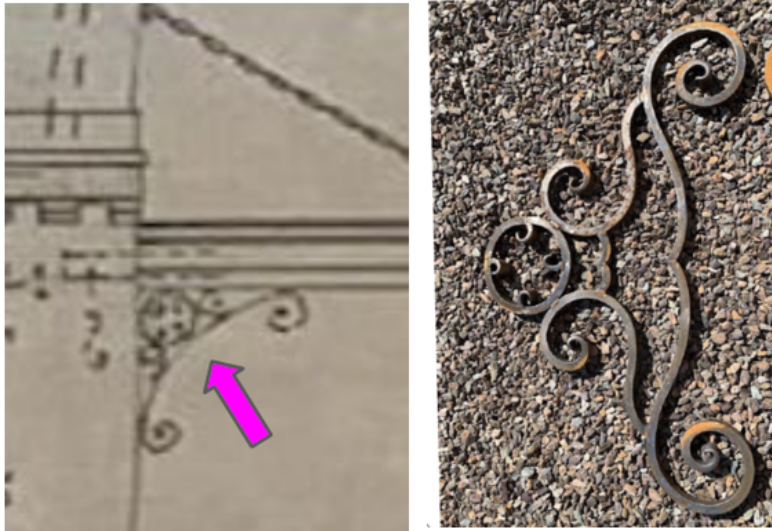
Window (Door Signs): The Zoning Code also allows for window signage, which is limited to 50% of the window area. The proposed window decals will be installed on the new side doors as part of the restoration of the entryway of the building. The purpose of the side doors is to provide access, including ADA access, to the building as the revolving door is for appearance only and will not be functional.



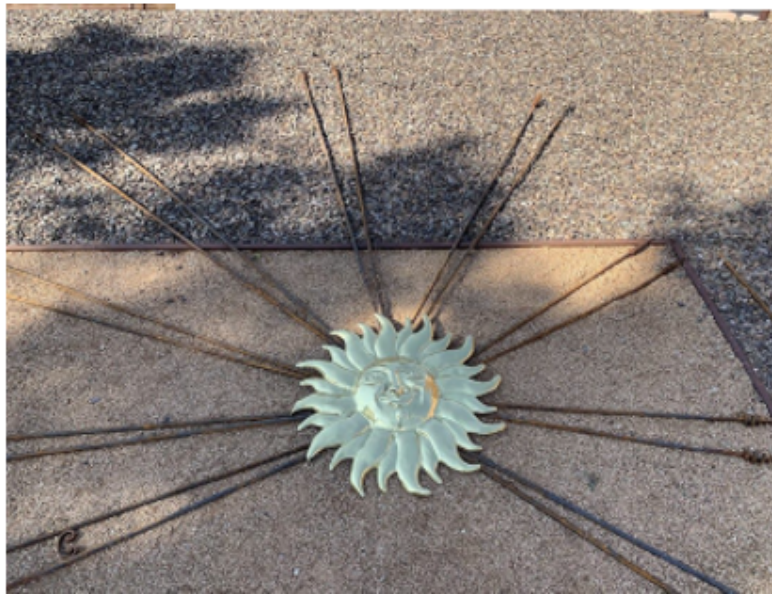
Like the glass inserts for the projecting and canopy signs, the lettering will be in aqua blue. The total area for the lettering and the logo is 15 square feet per door, for a total of 30 square feet.

Miscellaneous exterior modifications:

Corbels Under Canopy. There is historical evidence of this building employing corbels as part of its ornamentation. They are clearly called out in the original plans drawn in 1914 and penetrations in the exterior wall confirm their placement. This application proposes the installation of corbels replicated from the original drawings in their original location.



Wall Decoration (Sunburst). This is considered ornamentation rather than signage. The sunburst is 36-inches in diameter, with rays of round iron rods of varying length. One sunburst will be affixed to each side of the parapet on the corner of the building.



$$36'' = 103/144 = .7 \text{ sf}$$

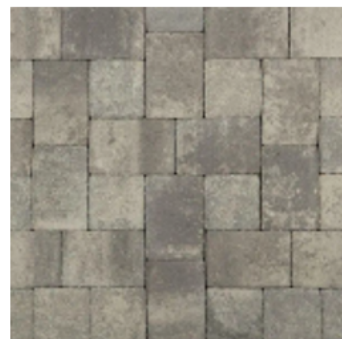
Hanging Wall Decorations. These ornamental installations are proposed

for the piers – the portion of the exterior wall between the windows. Fabricated from steel, these basket-like hanging garnishments will be well over the 9-foot clearance required for projections over the sidewalks.



The baskets themselves are 34 inches high and 14 inches wide and will hang from a bracket projecting approximately 2 feet from the wall. Like other proposed installations, these will be finished in a dark brown.

Alley Improvements. There is a concrete pad in the alley abutting a portion of the subject building. This application requests the approval of the installation of pavers that will provide a continuous hard surface rather than concrete and dirt. This area constitutes 600 square feet, and the pavers proposed will resemble concrete in color.

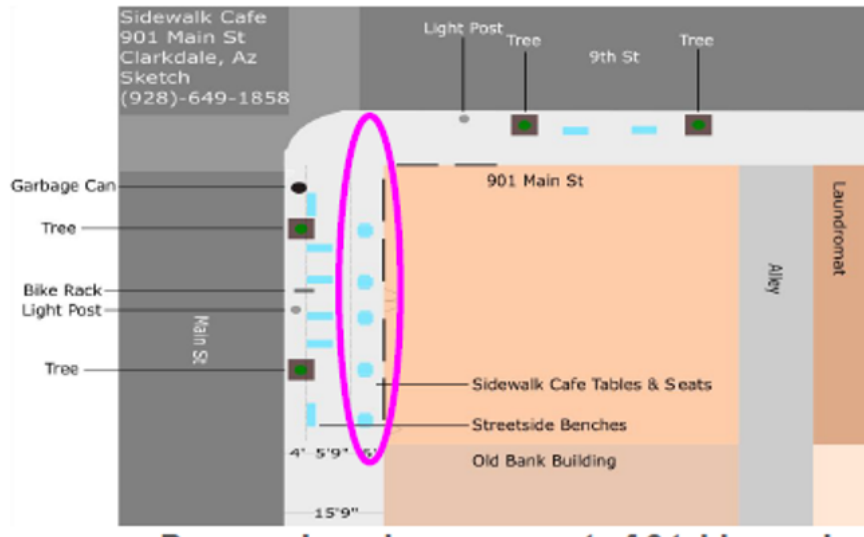


Sidewalk Café Permit

A sidewalk café permit was previously approved for this location by the Design Review Board on Jan. 6, 2021. That is similar in nature to this plan. This application supersedes the previous approval.

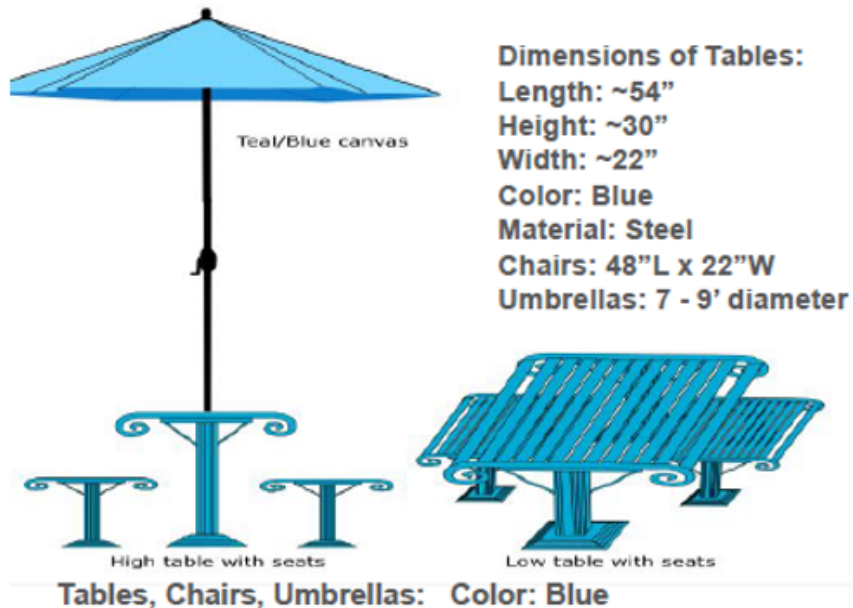
The plan calls for no more than six tables with benches that are affixed to the

sidewalk, as well as stanchions and chains that will delineate the café area, and umbrellas for the tables. The installations will be no greater than 5 feet from the façade of the building.



The tables and seating are fabricated of steel and are intended to be permanently affixed to the sidewalk. Staff and the applicant have spent considerable time ensuring that the configuration will meet ADA standards for sidewalk clearance and is set back adequately from the curb to prevent traffic hazards to the public using the benches and motorists in downtown Clarkdale.

Sidewalk Cafe at 901 Main St



Also proposed are a number of new benches to be installed on both Main and 9th Street. While there are a number of benches installed along both sides of Main Street, none were installed in the vicinity of the subject building as it was vacant at the time. Upon inspection and approval by Public Works, the benches will be donated to the Town.

Like the tables, the additional benches will be steel and affixed to the sidewalk. Two sets will face each other on Main Street and be installed perpendicular to the street to encourage the public to sit and converse, while the remaining single benches will be installed to face the building. All street furniture will be in aqua blue.



Arizona Copper Art Museum

Additional signage is proposed for the Arizona Copper Arts Museum (ACAM), located directly opposite The Venus Tree to the north.

Wall Signage

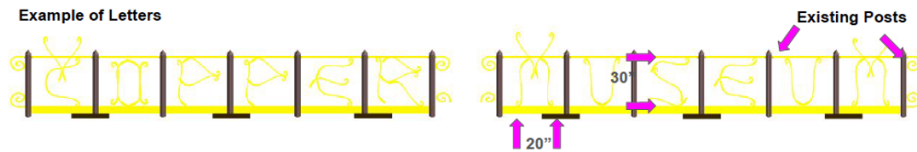
Additional lettered signage is proposed for the south wall of the museum building. These letters will be identical in size, material, and finish to those proposed for Venus Tree.

A total of 22 letters spelling out "Arizona Copper Art Museum" are proposed for the wall, which totals 10 square feet. The existing banners will be moved down to accommodate the installation of the new signage.



Monument Sign

New monument signage is proposed for the Main Street frontage of the Museum. Identical in material and font to the wall signage above, these letters will be suspended by chains from existing posts and spell "Copper Art Museum."

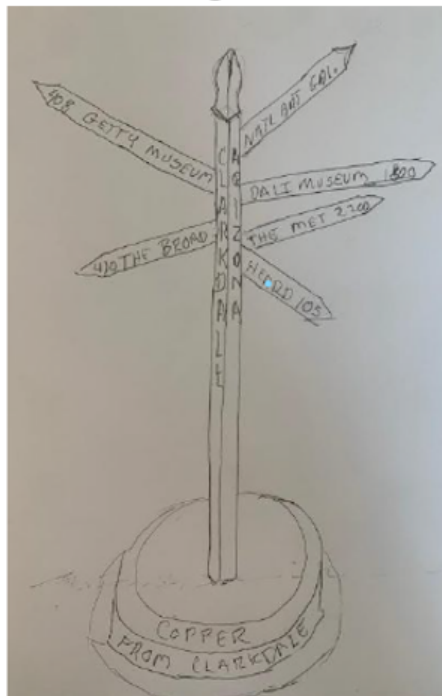


Each letter will be made of the same 2-inch steel stock with the same chocolate brown finish. Dimensions of the 15 letters in this installation are 30 inches in height and 20 inches wide, for a total area of 21 square feet.

Directional Sign

Finally, the application proposes a directional sign to be installed along the Main Street frontage, directly behind the sidewalk. This sign will be a single pole with an elevated base that contains the words "Copper from Clarkdale", with arrows radiating from the post naming various museums and destinations in the U.S. and the mileage thereto. The intent of this sign is to provide information regarding the location of the museum relative to other landmarks.

The post will be a 4-inch by 4-inch steel stock set on a two-tier round concrete base 36 inches in diameter. The location signs will be constructed of untreated sheet steel 4 feet high with a maximum projection of 36 inches and welded to the steel post. Each location sign will be double-sided and lettered in the same brown; the bottom edge of the lowest sign will be 9 feet over grade.





Allocation of sign area

Venus Tree

(98' Main Street +120' on Ninth Street) X 1.5 = 327 sf signage permitted
 - 56 sf signage proposed
 271 sf remaining signage area

ACAM

(273' Main Street + 131' Ninth Street) x 1.5 = 606 sf of signage permitted
 -332 sf existing signage
 274 sf remaining sign area
 - 47 sf proposed new signage
 227 sf remaining sign area

Budget Impact: No budget impact.

Recommendation: The proposed signage falls well within the allowed area for both buildings and meets all required standards for the given type and form as set forth in the code. The suggested ornamentation also meets or exceeds required clearances from grade and does not detract from the historic nature of the downtown district. Similarly, the additional street furniture contemplated in this application complement the existing benches and expand seating options for pedestrians.

As submitted, the furniture, fixtures, and equipment for the sidewalk café meet or exceed the requirements of the code. They are similar in nature to the existing street furniture yet dissimilar enough to stand on their own. The proposed stanchions and chains have adequate separation for the café and meet minimum standards for service, should future need to arise.

This project represents a significant investment in the Downtown Historic District and furthers the activation of a critical building in the streetscape that has been vacant for far too long. For these reasons, Staff supports the application and suggests that the Planning Commission do the same.



Staff Report

Item Number: 6.B.

Agenda Item: **Meeting Time for the Historic Preservation Commission**
Discuss, consider and act upon recommendations for meeting times.

Staff Contact: Ruth Mayday, Assistant Town Manager/Community Development Director

Meeting Date: October 7, 2025

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 - Enhance the quality of life for residents, businesses, and visitors to Clarkdale.
- Goal Area 2 - Enhance the quality and availability of parks, recreation and cultural opportunities.
- Goal Area 3 - Strengthen and diversify our economy through cultivating a business-friendly climate for business attraction and strategically capitalizing upon tourism.
- Goal Area 4 - Plan for the maintenance and growth of quality infrastructure that is sustainable and resilient.
- Goal Area 5 - Strategically invest in organizational development to enhance efficiency and service delivery and to attract and retain an exemplary workforce.
- Goal Area 6 - Adopt water conservation strategies that prevent negative aquifer impacts and no degradation of Verde River flows.

Background:

Budget Impact:

Recommendation: