



**NOTICE OF A REGULAR MEETING OF THE ZONING CODE UPDATE CITIZEN ADVISORY
COMMITTEE
OF THE TOWN OF CLARKDALE
THURSDAY, OCTOBER 16, 2025 AT 4:30 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 Zoning Code Update Citizen Advisory Committee will hold a Regular Meeting open to the public on Thursday, October 16, 2025, at 4:30 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 Zoning Code Update Citizen Advisory Committee invites the public to provide comments at this time. Members of the Zoning Code Update Citizen Advisory Committee 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. MINUTES

A. Approval of Minutes

Discuss, consider and act upon the draft minutes from the special meeting held on Sept. 18, 2025.

5. DISCUSSION ITEMS ONLY - NO ACTION TAKEN

A. Meeting Schedule

Discussion only regarding the meeting schedule for the Citizen Advisory Committee.

B. Updates to Town of Clarkdale Zoning Code

Discussion only regarding Chapter 7, Signs, of the Town of Clarkdale Zoning Code.

6. FUTURE AGENDA ITEMS

Zoning Code Update Citizen Advisory Committee may propose items to be placed on a future agenda. This item is for discussion only.

7. 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: 4.A.

<u>Agenda Item:</u>	Approval of Minutes Discuss, consider and act upon the draft minutes from the special meeting held on Sept. 18, 2025.
<u>Staff Contact:</u>	Ruth Mayday, Assistant Town Manager/Community Development Director
<u>Meeting Date:</u>	October 16, 2025
<u>Strategic Goal:</u>	Not applicable.
<u>Background:</u>	Review of the draft minutes from the regular meeting held on Sept. 18, 2025.
<u>Budget Impact:</u>	No budget impact.
<u>Recommendation:</u>	Staff recommends that the Zoning Advisory Committee approve the draft minutes from the regular meeting held on Sept. 18, 2025.



**SUMMARIZED MINUTES OF A REGULAR MEETING OF THE
ZONING CODE UPDATE CITIZEN ADVISORY COMMITTEE
OF THE TOWN OF CLARKDALE**

THURSDAY, SEPTEMBER 18, 2025 AT 4:30 PM

(To listen to the full audio/video of the meeting,
please visit www.clarkdale.az.gov – agendas & minutes)

Members Present: *Becky Keck, Joe Conk, Kerrie Snyder, Selena Pao, Laura Jones, Virginia Smith, Robyn Prud'homme-Bauer, Ray Selna (Zoom).*

Members Absent: *Allen Spence, Craig Backus.*

Other Municipal Officials Present: *Community Development Director Ruth Mayday; Community Development Admin Guss Espolt, Town Manager Susan Guthrie.*

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

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

1. CALL TO ORDER - *Community Development Admin Guss Espolt called the meeting to order at 4:32 p.m.*

2. ROLL CALL - Present: *Becky Keck, Joe Conk, Kerrie Snyder, Selena Pao, Laura Jones, Virginia Smith, Robyn Prud'homme-Bauer, Ray Selna (Zoom).*
Absent: *Allen Spence, Craig Backus.*

3. PUBLIC COMMENT
No public comment.

4. MINUTES

A. Approval of Minutes

Discuss, consider and act upon the draft minutes from the regular meeting held on June 17, 2025, and the special meetings held on July 24, 2025, and on Sept. 11, 2025.

Motion by Kerrie Snyder, second by Robyn Prud'homme-Bauer, to Approve the draft minutes from the regular meeting held on June 17, 2025, and the special meetings held on July 24, 2025, and on Sept. 11, 2025.

Vote: - 7-0

Advisory Member	Aye/Nay
Selena Pao	Aye
Ray Selna	Absent
Virginia Smith	Aye
Laura Jones	Aye
Becky Keck (Vice Chair)	Aye
Joe Conk	Aye
Craig Backus	Absent
Robyn Prud'homme-Bauer	Aye
Kerrie Snyder	Aye
Allen Spence (Chair)	Absent

Note: Ray Selna entered the meeting.

5. ACTION ITEMS

A. Zoning Code Revisions - Chapter 1: Zoning Code of the Town of Clarkdale

Discuss, consider and act upon the amendments to Chapter 1: Zoning Code of the Town of Clarkdale and forward the same to the Planning Commission for review and discussion.

Motion by Kerrie Snyder second by Robyn Prud'homme-Bauer, to: *Table the amendments to Chapter 1: Zoning Code of the Town of Clarkdale.*

Vote: - 8/0

Advisory Member	Aye/Nay
Selena Pao	Aye
Ray Selna	Aye
Virginia Smith	Aye
Laura Jones	Aye
Becky Keck (Vice Chair)	Aye
Joe Conk	Aye
Craig Backus	Absent
Robyn Prud'homme-Bauer	Aye
Kerrie Snyder	Aye
Allen Spence (Chair)	Absent

B. Zoning Code Revisions - Chapter 4: General Provisions

Discuss, consider and act upon the amendments to Chapter 4: General Provisions and forward the same to the Planning Commission for review and discussion.

Motion by Laura Jones second by Selena Pao to: *Table the amendments to Chapter 4: General Provisions.*

Vote: - 8/0

Advisory Member	Aye/Nay
Selena Pao	Aye
Ray Selna	Aye
Virginia Smith	Aye
Laura Jones	Aye
Becky Keck (Vice Chair)	Aye
Joe Conk	Aye
Craig Backus	Absent
Robyn Prud'homme-Bauer	Aye
Kerrie Snyder	Aye
Allen Spence (Chair)	Absent

6. DISCUSSION ITEMS ONLY - NO ACTION TAKEN

A. Zoning Code Revisions - Chapter 7: Signs

Discussion only regarding Chapter 7: Signs.

B. Zoning Code Revisions: Chapter 8: Outdoor Lighting

Discussion only regarding Chapter 8: Outdoor Lighting.

C. Zoning Code Revisions - Chapter 9: Landscaping Design Standards

Discussion only regarding Chapter 9: Landscaping Design Standards. – Tabled for future Discussion

7. FUTURE AGENDA ITEMS

Zoning Code Update Citizen Advisory Committee proposed items to be placed on a future agenda. - Continue discussion of Zoning update.

8. ADJOURNMENT - 5:58 p.m.

Motion by Robyn Prud'homme-Bauer, second by Kerrie Snyder, to: Adjourn the meeting.

Vote: - 8/0

Advisory Member	Aye/Nay
Selena Pao	Aye
Ray Selna	Aye
Virginia Smith	Aye
Laura Jones	Aye
Becky Keck (Vice Chair)	Aye
Joe Conk	Aye
Craig Backus	Absent
Robyn Prud'homme-Bauer	Aye
Kerrie Snyder	Aye
Allen Spence (Chair)	Absent

Chairperson Spence
Zoning Code Advisory Committee

Assistant Town Manager, Ruth Mayday



Staff Report

Item Number: 5.A.

<u>Agenda Item:</u>	Meeting Schedule Discussion only regarding the meeting schedule for the Citizen Advisory Committee.
<u>Staff Contact:</u>	Ruth Mayday, Assistant Town Manager/Community Development Director
<u>Meeting Date:</u>	October 16, 2025
<u>Strategic Goal:</u>	Not applicable.
<u>Background:</u>	Review and discussion of the meeting schedule for the Zoning Code Update Citizen Advisory Committee.
<u>Budget Impact:</u>	No budget impact.
<u>Recommendation:</u>	No recommendation. Discussion only.

Citizens Advisory Committee - Meeting Timeline

*All meetings are the 1st & 3rd Thursday of the month unless it's a Holiday
Wednesday exception due to room availability

Nov. 6

Review Chapter 7 - Signs
Start Chapter 8- Outdoor Lighting

Nov. 20

Review Chapter 8 - Outdoor Lighting
Start - Chapter 9 Landscape Design Standards

Dec. 4

Review Chapter 9 - Landscape Design Standards
Start Chapter 11 - Design Review and Site Plan
Review

Dec. 18

Review Chapter 11 - Design Review and Site Plan Review
Start Chapter 12- Subdivision Regulations

Jan. 15

Review Chapter 12 - Subdivision Regulations
Start Chapter 5 - Conditional Use Permit

Feb. 5

Review Chapter 5 - Conditional Use Permit
Start Chapter 4 - General Provisions

*Feb. 18

Review Chapter 4 - General Provisions
Start Chapter 3 - Zoning Districts

March 5

Review Chapter 3 - Zoning Districts
Start Chapter 2 - Definitions

Continued

March 19

Review Chapter 2 - Signs
Start Chapter 1 - Zoning Code of the Town of Clarkdale

April 2

Review Chapter 1 - Zoning Code of the Town of Clarkdale
Review any other chapters

April 16

Tentative

May 7

Tentative

May 14

Tentative



Staff Report

Item Number: 5.B.

-
- Agenda Item:** **Updates to Town of Clarkdale Zoning Code**
Discussion only regarding Chapter 7, Signs, of the Town of Clarkdale Zoning Code.
- Staff Contact:** Ruth Mayday, Assistant Town Manager/Community Development Director
- Meeting Date:** October 16, 2025
- Strategic Goal:** This agenda item supports the following Clarkdale Strategic Goal Area:
- Goal Area 3 - Strengthen and diversify our economy through cultivating a business-friendly climate for business attraction and strategically capitalizing upon tourism.
- Background:** The Citizens Advisory Committee (CAC) has been reviewing draft text amendments to the Town of Clarkdale’s Zoning Code. The purpose of this item is to review Chapter 7, Signs.
- Budget Impact:** No budget impact.
- Recommendation:** Discussion only. No recommendation.

CHAPTER 7

COMMERCIAL AND INDUSTRIAL SIGNS

Articles:

- 7-010 Purpose and Intent**
- 7-020 General Provisions**
- 7-030 Sign Standards**
- 7-040 Sign Measurement Design and Maintenance**
- 7-050 Sign Illumination**
- 7-060 Signs Exempt from this Ordinance and Fees**
- 7-070 Prohibited Signs**
- 7-080 Nonconforming Signs**
- 7-090 Commercial Sign Uses in Residential Zoning Districts**
- 7-100 Permitted Permanent Signs**
- 7-110 Temporary Signs and Banners**
- 7-120 Maximum Sign Square Footage for Commercial Use**
- 7-130 Visibility Sight Lines**
- 7-140 Permitted Signs by Type and Zoning District Chart**
- 7-150 Enforcement**
- 7-160 Permitted Sign Table**
- 7-170 Political Sign-Free Zone Map**

(Created by Ord #348/Res #1421 on 1/22/13, Effective 2/22/13)

Section 7-010 Purpose and Intent

~~It is the purpose and intent of this title Chapter is to regulate all exterior signs so as to protect property values, the character of various use areas of the Town and the health, safety and public welfare of the citizens of the Town. encourage the efficient and effective use of signs as a means of communication in the Town; and to minimize the negative effects of signs on nearby public and private property.~~

Signs shall be erected and displayed in such a manner as to avoid clutter, unwarranted distraction and visual or perceptual confusion to the detriment of the safe operation and functioning of the Town's transportation systems.

~~Furthermore, it is intended these regulations will not unreasonably infringe on any individual's right to communicate ideological expression through the use of signs.~~

~~All signs constructed within the Town of Clarkdale shall be required to blend with the context of the Town, and shall incorporate elements reflecting the small town character, neighborhood feel and the sense of history defining the Town of Clarkdale. (Prior code § 7-1)~~

~~Regulations shall not unreasonably infringe on any individual's right to communicate ideological expression through the use of signs.~~

~~All signs constructed within the Town of Clarkdale shall be required to blend with the context of the Town, and shall incorporate elements reflecting the small town character, neighborhood feel and the sense of history defining the Town of Clarkdale.~~

Section 7-020 General Provisions

A. Permits:

1. Unless exempt from a permit in accordance with Section [7-060](#) of this Code, permits are required for all commercial signs. Application shall be made to the Community Development Department on applicable forms and include information as required by the Town.

~~2. In the absence of a master sign plan, each individual sign requires a separate permit.~~

~~2. Each individual permanent sign requires a separate permit, unless a Comprehensive Sign Plan has been approved and is in effect.~~

B. Whenever a business, industry or service using a commercial sign is discontinued, the sign shall be removed or obscured by the person owning or having possession of the property within 30 days after the discontinuance of the business, industry or service.

C. All signs other than wall signs may be back-to-back. Only the size of one side shall count towards the cumulative maximum noted in Section [7-120](#) of this code.

D. Attachment of any sign to utility poles, traffic control devices or street signs shall be prohibited. Unless specifically provided for in the Code, no sign shall project, overhang or otherwise be located on public property.

E. Any sign to be erected wholly or partially within state highway right-of-way shall be ~~approved by the Arizona Department of Transportation prior to Town consideration approved and in conformance with any Intergovernmental Agreement between Town of Clarkdale and Arizona Department of Transportation (ADOT). Should no agreement exist, then the signage must be approved by ADOT.~~ —

~~F. Sign Measurements: The area of the sign shall be determined by measuring the total area of the sign excluding any supporting framework.~~

~~G. All commercial signs, other than temporary signs, must receive approval from the Design Review Board prior to placement.~~

~~J. A master sign package for each new commercial, multi-family and residential subdivision, including the type, number, size, locations, materials and colors of the various signs shall be approved by the Design Review Board prior to the issuance of a permit for any sign authorized under this section of the Code. (Prior code § 7-2)~~

F. Signs shall be maintained and be free of chipping paint, visible cracks or gouges, or general deterioration.

G. The back of all one-sided freestanding signs must be finished with a non-reflective surface.

~~H. A comprehensive sign package for each new industrial, commercial, multi-family and residential subdivision, including the type, number, size, locations, and materials of the various signs shall be approved as a part of the Design Review process prior to the issuance of a permit for any sign authorized under this section of the Code.~~

~~I. All occupied premises shall have street numbers and room identification numbers for lodgings, which shall be easily viewed from adjacent public rights-of-way.~~

~~J. No sign shall be erected or maintained:~~

1. In a way that obstructs free and clear vision of traffic or causes a traffic hazard, or
2. At any location where, by reason of its position, shape, color, or illumination, it may interfere with, obstruct the view of, or be confused with any authorized traffic sign, signal, or device mounted on a police or fire protection vehicle, or
3. Using the words "stop", "look", "danger", "caution", or any other word, phrase, symbol, or character in a way that interferes with, misleads, or confuses traffic that has not been installed or erected by a political subdivision of the State of Arizona.

K. No sign shall be erected, relocated, or maintained in a way that prevents free ingress to or egress from any door, window, or fire escape, nor shall any sign be attached to a standpipe or fire escape.

L. Applications that meet all requirements of this Chapter shall be reviewed and approved administratively by the Community Development Director. Only applications requesting deviations, variances, or unique design interpretations shall require review by the Town Council.

M. The Community Development Director shall complete administrative sign reviews within 15 business days. Applicants denied administratively may appeal to the Board of Adjustment within 15 business days.

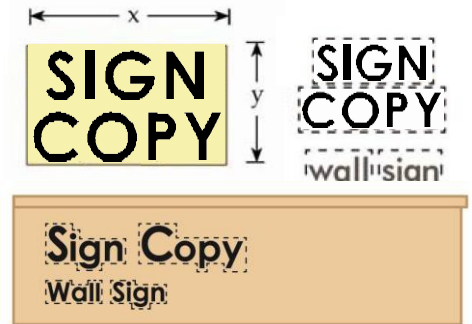
Section 7-030 Sign Standards

- A. All Signs shall incorporate design elements consistent with the overall architectural character of buildings and other improvements on the Sign Premises.
- B. All signs and supporting structures shall be designed and constructed in conformance with current Town Building and Electrical codes.
- C. Any Sign that is installed shall have a life expectancy of at least ten years.
- D. All Temporary Signs shall be constructed using suitably durable materials.
- E. All signs must comply with the height, square footage and illumination standards herein.
- F. Permitted signs are those identified in the Permitted Sign Table in Section 7-160.

Section 7-040 Sign Measurement, Design and Maintenance

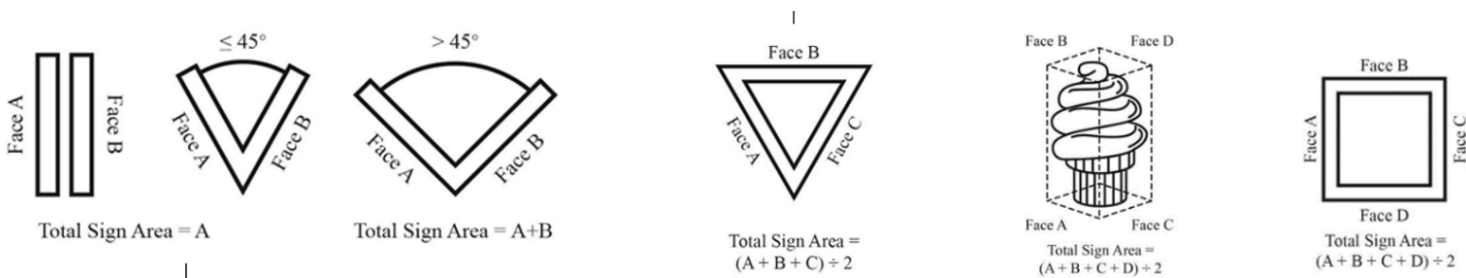
Sign Area shall be measured as follows:

- A. Sign copy mounted on or affixed to a background panel or area distinctively painted, textured, or constructed as a background for the Sign copy shall be measured as that area contained within the sum of the smallest rectangles that will enclose both the Sign copy and background.
- B. Sign copy mounted on or cut from as individual letters or graphics a wall, fascia, mansard, or parapet of a Building or other Structure that will enclose each word and each graphic in the total Sign.



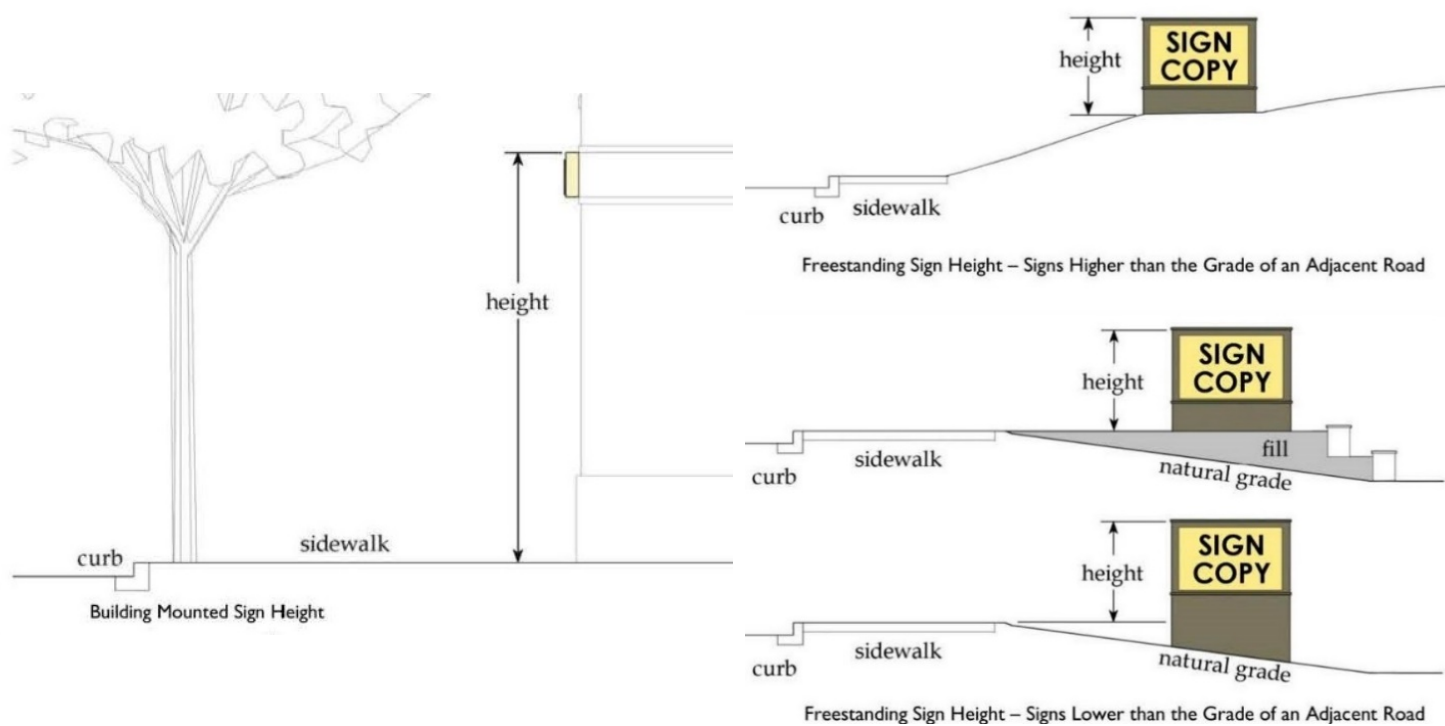
Signs with multiple faces shall be measured as follows:

- A. The area of all faces shall be included in determining the area of the Sign, except that only one face of a double-faced sign shall be considered in determining the Sign Area when both faces are parallel and the greatest distance between faces does not exceed five feet, or when the interior angle of the Sign faces does not exceed 45 degrees in the case of a 'V' - configured Sign. If the area of one Sign face exceeds the area of the Sign's opposing face, the area of the larger face shall be used to determine the Sign Area.
- B. The area of a Sign that contains three or more faces shall be calculated as 50 percent of the sum of the area of all faces.
- C. Spherical, free-form, sculptural, or other non-planar Sign Area is measured as 50 percent of the sum of the areas using only the four vertical faces of the smallest six-faces polyhedron that will encompass the Sign Structure.



Sign height shall be measured as follows:

A. The height of a Freestanding Sign shall be measured as the vertical distance from the finished grade beneath the Sign, exclusive of any filing, berming, mounding or landscaping done solely for the purpose of locating the Sign, to the highest point of the Sign. If the Sign is proposed in a location in which the finished grade beneath the Sign is lower than the grade of the adjacent roadway surface, the Sign height shall be measured from the top of the curb, or crown of the adjacent roadway surface where no curb exists. The height of any monument base or other Structure erected to support or ornament the Sign shall be measured as part of the sign height. Wall fascia, mansard, and parapet-mounted Signs shall be measured as the vertical distance to the top of the Sign or Sign Structure from the base of the wall on which the Sign is located. Wall fascia, mansard, and parapet-mounted Signs shall be measured as the vertical distance to the top of the Sign or Sign Structure from the base of the wall on which the Sign is located.



B. Multiple-Frontage Buildings: For Sign Premises with more than one Street frontage, the maximum number and/or area for Signage is allowed for the Street frontage in which the building or tenant faces. Signage allowance shall not be transferred in whole or in part from one Street frontage to another frontage.

Maintenance and Repair:

- A. All signs shall be maintained in a safe, presentable, and good condition, including the replacement of defective parts, painting, repainting, cleaning, and other acts required for maintenance of the sign.
- B. All cracked, broken, or missing sign faces and non-functioning interior lamps shall be repaired or replaced within 45 working days after notification of repair or maintenance from the Code Official.

Section 7-050 Sign Illumination

- A. Exterior Illumination is not allowed within 75 feet of a residential district, except as permitted in a PUD or PAD.
- B. All light fixtures shall be partially or fully shielded and shall be installed in a manner as defined for fully or partially shielded fixtures.
- C. Indirect lighting fixtures shall be installed so that the illuminated area is limited to the sign area and the light must be directed downward.
- D. Internally illuminated signs shall be constructed with an opaque background and translucent lettering or symbols, or with a colored background and lighter letters. The color of the background is not limited by this Code.
- E. Illuminated signs must be extinguished by 9:01 p.m. or at the close of business, whichever is earlier later. ~~(Prior code § 7-3)~~
- F. Signs shall not be animated or have intermittent illumination or flashing lights, except emergency or warning signs installed for traffic control, including signs that draw attention to speed limits, stop signs, fire stations, school zones, and similar governmental or public uses.

Section 7-060 Signs Exempt from this Ordinance and Fees

- A. Official notices required by a court, public body or safety official.
 - B. Directional, warning or information signs authorized by federal, state or municipal agencies.
 - C. Memorial plaques, building identification signs and building cornerstones when made an integral part of the building or structure.
-

-
- D. Flags of a government or a non-commercial institution such as a country, state, school or fraternal organization.
 - E. Religious symbols and seasonal decorations within the appropriate public holiday season.
 - F. ~~Ideological signs. Temporary non-commercial signs expressing personal, political, or ideological messages are allowed subject to the same time, place, and manner restrictions as other temporary signs. set forth in this Chapter.~~
 - G. ~~Community Town of Clarkdale and~~ public information signs. ~~(Prior code § 7-4)~~

Section 7-070 Prohibited Signs

- A. Animated signs except as provided for in Section ~~7-140-080-A~~
 - ~~B. Electronic signs.~~ B. Signs with intermittent or flashing illumination except for neon signs.
 - C. Roof signs.
 - D. Private signs in public right-of-way except political signs. See Section ~~7-110-080~~ of this Code.
 - E. Signs emitting sound.
 - F. Signs resembling traffic control devices.
 - G. Signs painted or erected on the exterior of fences or roofs.
 - H. Signs obstructing clear vision in any direction from any street intersection or driveway per Section ~~7-130-400~~
 - I. Illuminated signs erected in such a location that a traffic signal is in a direct line of sight between the sign and oncoming traffic.
 - J. Signs employing lighting or a control mechanism which causes radio, radar or television interference.
 - K. Signs obstructing any fire escape, window, door or opening used or required as a means of ingress or egress for firefighting purposes.
-

~~N. Signs that are unsafe, dilapidated or not in use. (Prior code § 7-5)~~

~~L. Any sign which is structurally unsafe or constitutes a hazard to safety or health; is not kept in good repair; is capable of causing electrical shocks to persons likely to come in contact with it; or does not conform to the design, structural, and material standards for signs as adopted by the Town.~~

~~M. Inflatable displays except as part of a local event on public property.~~

Section 7-080 Non-Conforming Signs

A. Nonconforming:

1. All ~~non-conforming~~ signs ~~that are in violation of Section 7~~ shall be brought into conformance with the provisions of this Code, either by removal or reconstruction within ~~10~~ thirty (30) days following receipt of official notice of a violation from the Town. ~~Reconstruction, enlargement, relocation, extension, replacement or alteration of the structure of a nonconforming sign to any extent, except as permitted in Section 7-060-A-2 and 7-060-A-3 is not permitted unless it is brought into conformance with this Code.~~

B. Legally Nonconforming:

Existing signs that are in conformance with all standards in effect on the date of their installation prior to the effective date of this ordinance shall be considered legal non-conforming signs. Enlargement, relocation, extension, replacement, or substantial alteration (greater than 50% of the area or value of the sign) shall require conformance with the current code.

1. A legally nonconforming sign which is destroyed or damaged to the extent that more than 50 percent of its net worth, at the time of damage, ~~due to natural causes~~ shall not be reconstructed except in conformance with this Code.
2. Any legally non-conforming sign destroyed or damaged to any extent by vandalism may be reconstructed to its original state within 3 months.

3. A legally nonconforming, on-site sign shall be considered abandoned when the property upon which it is located becomes vacant or unoccupied for a period of 6 consecutive months from the date of a utility disconnect or a documented inspection of the property for which it advertises. ~~(Prior code § 7-6)~~

Section 7-090 Commercial Sign Uses in Residential Zoning Districts

A. Bed & Breakfast:

1. Downward directed lighting only. No internally lit signs.
2. One wall or free-standing sign per permitted Bed & Breakfast.
3. Maximum total sign size of 3 square feet in single-family residential districts.
4. Maximum total sign height of 8 feet for wall mounted signs including base and sign in all residential districts.
5. Maximum total sign height of 30 inches for free standing signs.

~~6. Non-Residential district:~~

- ~~a. As permitted by Section 7-090 of this Code for maximum signage square footage for commercial businesses.~~

B. Home Occupation:

1. Downward directed lighting only. No internally lit signs.
2. One wall or free-standing sign.
3. Limited to name or occupation of occupant conducting a permitted home occupation.
4. Maximum total sign height of 30 inches for a free-standing sign.

~~5. Non-Residential district:~~

- ~~a. As permitted by Section 7-090 of this Code for maximum signage square footage for commercial businesses.~~

C. Multiple Family Residential

1. Each multi-family complex is limited to a total number of three on-premise signs per street frontage.
2. Non-illuminated.
3. See Section [7-160](#) for maximum signage square footage. ~~(Prior code 5-7-7)~~

Section 7-100 Permanent **Permitted** signs



A. Animated:

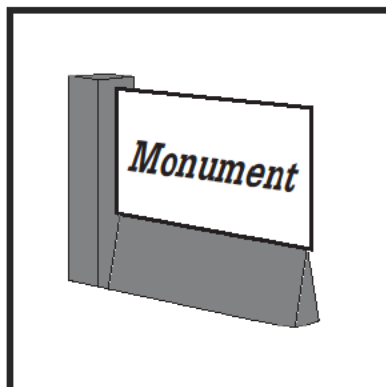
-
1. Limited to traditional barber poles and time & temperature devices, or other similar devices that are not illuminated.
 2. Maximum of one per business.
 3. Freestanding, wall or projection.
 4. Maximum size not to exceed 50 square feet.
 5. Included in the calculation of total sign area maximums.
 6. Shall not project above roof line.

B. Awning (Canopy):

1. Signs may be attached to awnings made of rigid materials or appliqued or painted on the awning surface.
2. Signage on awnings shall not project above the awning.
3. Bottom of awning shall maintain a 9-foot vertical clearance.
4. Signage on awnings shall count toward the maximum signage square footage in Section [7 - 040](#).

C. Freestanding Monument Signs:

1. Permitted in commercial, industrial and multi-family zoning districts and for residential subdivisions.
2. Minimum setback from property line equals 1 foot for each foot of height of the sign for signs 6 feet or less in height; for signs in excess of 6 feet in height the setback shall be greater than or equal to the height of the sign.



3. Low-water use, drought-tolerant plants from the Town of Clarkdale Plant List, Section [9](#) of the Zoning Code, or landscape rocks shall be placed around the sign base to minimize the visual impact of a monument sign and create a visually attractive appearance.
4. One monument sign is allowed for each road intersection providing access to the property.
5. See Section [7-160](#) of this Code for maximum signage square footage.
6. Maximum height of sign and base shall not exceed ten (10) feet above existing grade at time of construction.

D. Off-Premises Commercial Signs:

1. Maximum number equals (1) one per street frontage per parcel on which the sign is placed. Proof provided to the Town of permission from the parcel owner is required prior to installation of any off-premise sign.
2. Maximum size of sign advertising a single use equals thirty-two (32) square feet.
3. Maximum size of sign advertising multiple uses equals fifty (50) square feet.
4. Minimum separation between off-premise signs equals six hundred (600) feet, includes signs on same or different parcels.
5. Minimum separation between off-premise and on-site signage equals two hundred (200) feet.

6. Minimum setback equals the required setback of the zone district if the parcel is developed or 10 feet if undeveloped.
7. Limited to Central Business, Commercial or Industrial zoning districts.
8. Fifty percent of the signage allocated to off-premise advertising shall be deducted from the allowable on-site signage of the advertising parcel.
9. Maximum height of sign and base shall not exceed 10 feet above existing grade at time of construction.

E. On-Site Commercial Information:

1. As reviewed and approved by staff and the ~~Design Review Board~~Planning Commission during review of a master sign plan application.

~~2. On-Site information signage shall not contain advertising script or symbols.~~

F. Neon:

1. Permitted in the Central Business and Commercial Districts only.
2. May be projecting, window or wall.
3. Shall only be illuminated during business operating hours.

G. Political – (In Accordance with ARS [16-1019](#)):

1. Maximum size equals sixteen (16) square feet, if the sign is located in an area zoned for residential use, or a maximum area of thirty-two (32) square feet if the sign is located in any other area.
2. Signs may be located on private property or in public right-of-way except state highways or routes subject to the following conditions:
 - a. The sign is not placed in a location that is hazardous to public safety, obstructs clear vision in the area or interferes with the requirements of the Americans with Disabilities Act;
 - b. The sign contains the name and telephone number and or web address of the candidate or campaign committee contact person;

-
- c. Installation of a sign on any structure owned by the Town is prohibited.
 3. Said signs shall not be erected earlier than sixty (60) days prior to an election nor removed later than fifteen (15) days after an election.
 4. No political signs will be permitted in public right of way in “sign free zones” as adopted by the Town Council in accordance with Arizona Revised Statute (ARS [16-1019](#)). See Section [7-140](#) for a map of the ‘Political Sign Free Zones’.

H. Portable Signs:

1. Permitted in the [Central Business District](#), Commercial and Industrial Districts with the following restrictions:
 - a. Maximum size is six (6) square feet.
 - b. Signs shall be non-reflective.
 - c. Information on signs shall be current.
 - d. Signs shall be of sufficient weight and durability to withstand wind gusts and storms so as not to blow over or become airborne.
 - e. The portable sign shall not count towards the maximum allowable sign area calculation for the use.
 - f. One portable sign is allowed per business.
 - g. No more than three portable signs are allowed per 50-feet of linear street frontage.
 - h. The sign shall be placed on the property being identified or within the right-of-way directly in front of and immediately abutting the property location.
 - i. No sign shall be located within the visibility triangle as defined in Section [7-130](#).
 - j. One five (5) foot wide pedestrian passageway must be maintained around signs on a public sidewalk.
 - ~~k. Off-premise portable signs are not permitted.~~
 - ~~k.~~ No attachments to a portable sign are permitted.
-

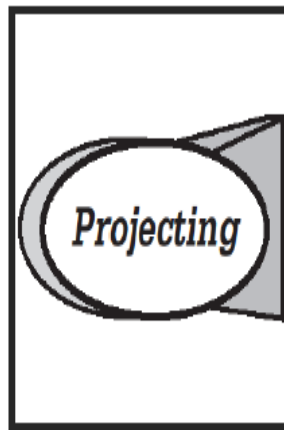
lm. Portable signs shall be displayed only during the posted hours the business is open.

ma. The Town reserves the right to prohibit the use of portable signs during special events in order to ensure public safety by providing full access to the sidewalk

ne. Height shall not exceed four feet from ground.

I. Projecting:

1. Maximum height equals top of wall.



2. No signage shall extend over public property except in the Central Business district and in no case shall the bottom of the sign be nearer than 9 vertical feet to grade, nor shall the leading edge of the sign be nearer than 2 linear feet to the curb.

3. Maximum number equals one (1) per business.

4. An agreement indemnifying the Town of Clarkdale from any liability is required if the sign projects over public right-of-way.

5. See Section [7-160](#) of this Code for maximum sign square footage.

6. Height shall not exceed top of wall.

J. Public Information ~~not including Political Signs~~:

1. May be located on public property, including in municipal rights-of-way.

-
2. As permitted by law in furtherance of public safety, convenience or economic development.
 3. Maximum height not to exceed ten (10) feet from existing grade at time of construction.

~~K. Real Estate:~~

- ~~1. Maximum size equal six (6) square feet.~~
- ~~2. On-site installation only.~~

L. Sign Walkers:

1. Sign walkers are permitted per Arizona Revised Statutes [9-499.13](#)
2. No sign walker shall obstruct public right-of way.
3. Sign walkers shall only operate during hours of operation for a business being represented or during daylight hours when advertising a subdivision.
4. No throwing of signs in the air, or twirling, spinning or tossing of signs is permitted.
5. Signs shall be limited to no more than eight (8) feet in height.
6. Signs shall not block visibility of pedestrian or vehicular traffic.

M. Special Events:

1. Portable and temporary signs may be used to advertise the Special Event and must comply with Section [7-110](#) of this Code.
 2. A maximum of 4 (four) portable and/or banner signs advertising the event are allowed.
 3. An unlimited number of directional signs are permitted.
 4. Directional signs may be placed no sooner than twelve (12) hours before the event and shall be removed within two (2) hours after the event.
 5. Banners and other temporary signs advertising the event may be placed on private property up to two weeks prior to the event, placement in the public right-of-way requires review and approval by the Town.
-

N. Subdivision Advertising, Directional and Identification:

1. General: A ~~master~~ Comprehensive sign package for each development including type, number, size, locations, materials and colors of the various signs shall be approved through the ~~d~~Design ~~r~~Review process prior to the issuance of a permit for any sign authorized under this section of the Code.
 2. On-Site Subdivision Identification
 - a. One monument sign may be permitted at each entrance up to a maximum of four (4) signs.
 - b. The maximum aggregate area of all entry signs shall be one hundred and sixty (160) square feet, with maximum size of any single sign not to exceed fifty (50) square feet.
 - c. Maximum height shall equal six (6) feet.
 3. On-Site Advertising and Directional:
 - a. Maximum height shall equal ten (10) feet.
 - b. The edges of all signs shall be boxed.
 - c. Such signs shall be maintained until such time as 95% of the lots in the subdivision are sold, or the sales office closes, whichever occurs first.
 - d. Such signs shall not be located nearer than fifty (50) feet from a lot containing an occupied residence, unless located within a master planned community.
 4. Off-Site Advertising and Directional:
 - a. Such signs shall be located within 1.5 miles of the subdivision, on vacant property with the written permission of the property owner.
 - b. A maximum of two (2) signs are permitted for each subdivision and shall not be located on a local street.
 - c. Each sign shall have a maximum area of thirty-two (32) square feet and a maximum height of eight (8) feet, six (6) feet-inches in residential zone districts.
-

d. Such signs shall be maintained until such time as 95% of the lots in the subdivision are sold, or the sales office close, whichever occurs first.

5. Off-Site Weekend Directional Signs

a. Permits are established for each subdivision on an annual basis based on a site plan showing all proposed signs and locations.

b. Maximum of eight (8) signs per subdivision.

c. Maximum of four (4) square feet per sign.

d. Signs shall not be installed before 4:00 p.m. on Friday and must be picked up by 10:00 a.m. on Monday, except when Monday is a holiday, then by 10:00 a.m. on Tuesday.

e. Signs shall not be placed in the public right-of-way nor attached to any utility poles, street or regulatory signs, bridges, trees or similar objects.

f. Signs shall not be placed on private property without the written permission of the property owner.

g. Signs shall be located within 1.5 miles of the subdivision, separated by not less than fifty (50) feet from any other sign and shall not exceed three (3) feet in height.

~~O. Temporary Signs and Banners for Commercial Uses~~

~~1. Limited to the following:~~

~~a. Thirty-two (32) square feet maximum.~~

~~b. Maximum number equals one (1) per street frontage per parcel.~~

~~2. Shall be placed on the property for which it advertises.~~

~~3. Shall be removed on or before the 30th day from date of the initial installation.~~

~~4. Temporary signs shall not count towards the maximum sign size calculation for commercial businesses as specified in Section 7-090.~~

~~5. No banners shall be hung across any public right-of-way unless specifically granted approval by the Town Manager or designee, or an authorized representative; upon a finding such placement will not be detrimental to public safety and provided such placement shall be for a period of thirty (30) days or less.~~

~~6. All banners shall have wind slits.~~

P.O. Wall

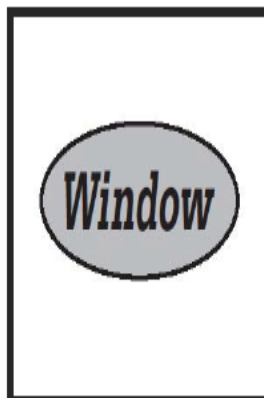
1. Maximum number equals one per approved wall area. An approved wall area, per Definitions, Chapter Two of the Town of Clarkdale Zoning Code is a wall facing a public street or containing the primary public access.



- 2. Maximum height equals top of wall to which affixed.
- 3. Maximum projection from wall surface equals 18 inches, with a minimum clearance of 9 vertical feet if located over a public right-of-way.
- 4. See Section [7-110](#) of this Code for maximum sign square footage.

Q. Window

1. No more than fifty percent (50%) of the window shall be used for signage.



2. No more than twenty-five (25%) of the allowable window signage shall be illuminated.
3. See Section 7-160 of this Code for maximum sign square footage.

R. Yard Sale

1. Must contain the date and address of the yard sale.
2. Must be removed within seventy-two (72) hours of placement.
3. Shall be weighted so as to not fly around
4. Shall be located on private property.
5. Shall not exceed four (4) square feet.
6. Shall not be attached to traffic control devices, utility poles or street signs. ~~(Revised by Ordinance #438 on 12/10/24; effective 1/10/25; Revised by Ordinance #435 on 12/10/24; effective 1/10/25; Revised by Ordinance #427 on 8/13/24; effective 9/14/24; prior code § 7-8)~~

S. Murals

1. Mural shall be exempt from size and height limitations and not be counted toward the maximum number of signs permitted on a property.
2. The proposed design and placement of the mural shall be approved through the design review process.

Section 7-110 Temporary Signs and Banners

A. Applicability. Temporary signs include, but are not limited to signs previously categorized as: political, ideological, yard sale, real estate, and special event signage. These signs are regulated based on time, place, and manner regardless of the message expressed.

B. General Standards:

1. Maximum Size:

- a. 6 sq ft in residential zones
- b. 32 sq ft in commercial or industrial zones
- c. Maximum number equals one per street frontage per parcel.

2. Placement:

- a. On private property with permission of the property owner
 - b. Not within visibility triangles or public rights-of-way unless expressly permitted
 - c. Placed upon the property it advertises
 - d. No banners shall be hung across any public right-of-way unless specifically granted approval by the Town Manager or designee, or an authorized representative; upon a finding such placement will not be detrimental to public safety and provided such placement shall be for a period of 30 days or less.
 - e. All banners shall have wind slits
3. Duration:
- a. Up to 30 days per calendar quarter, unless otherwise specified (e.g. election-related)
 - b. Must be removed within 72 hours after the event they reference concludes or after the sale is finalized.
4. Illumination:
- a. Not permitted for temporary signs
5. Permit:
- a. No permit required unless over 6 sq ft or placed for more than 30 days.
 - b. Temporary signs shall not count towards the maximum sign size calculation for commercial businesses as specified in Section 7-110 of this code

Section 7-120 Maximum Sign Square Footage for Commercial Uses

Commercial business located in commercial zoning districts and multi-family developments shall use a combination of awnings, wall, window, freestanding and projecting signage on-site to promote their business. Maximum cumulative signage is calculated based on linear street frontage. The maximum allowance is available for each street frontage on which the commercial building has a public entrance.

Linear Street Frontage	Maximum total square footage of sign area
50	75
100	150
150	225

Linear Street Frontage	Maximum total square footage of sign area
200	300
250	375
300	450
350	525
400	600
450	675
500	750

The maximum allowable combined signage size is calculated as one and one half (1.5) square feet per one (1) linear foot of street frontage.

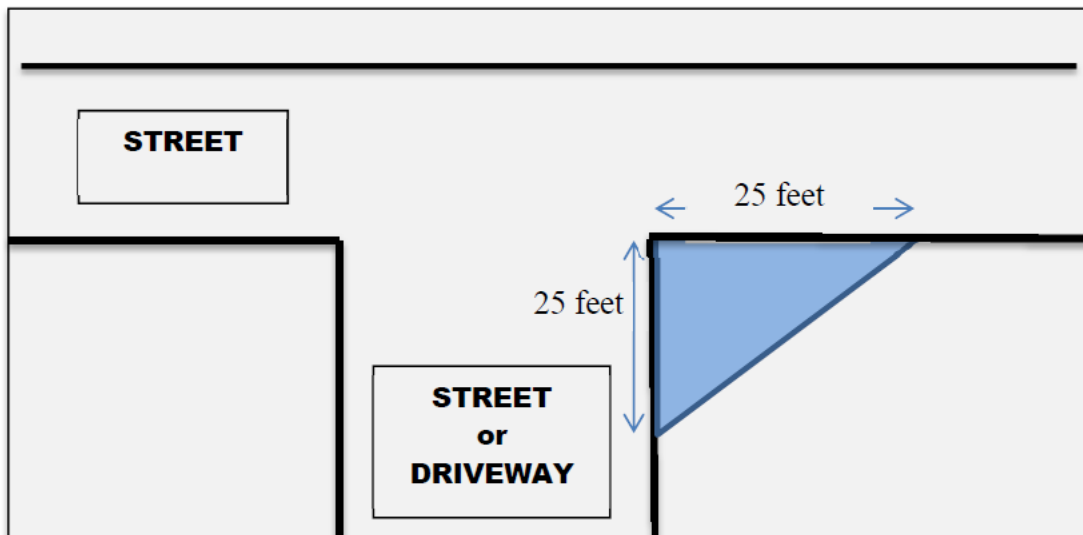
All commercial signs, except for temporary signs, are subject to review and administrative approval by the Design Review Board design review process and shall meet all of the criteria for design review listed in Section 11, including the requirements that all signage ‘shall be visually compatible with the buildings, structures and places to which it is related’. This should be taken into consideration when allocating square footage to the various types of signs proposed for a development. *(Revised by Ordinance #438 on 12/10/24; effective 1/10/25; prior code § 7-9)*

Section 7-130 Visibility Sight Lines

To preserve visibility at intersections, an unobstructed view shall be maintained within these triangular areas:

1. At the intersection of two (two) streets, or where a driveway or alley intersects a street, a triangle defined by measuring twenty-five (25) feet in length along the curb or edge of improved roadway from their point of intersection, the third side being a diagonal line connecting the first

two (2). The Town may require more than twenty-five (25) feet in high-volume, high-speed traffic areas.



2. No signs, except traffic signs, shall exceed a height of thirty (30) inches above the grade ~~of the lower roadway within the triangular area. In addition, sign projection, or overhang, across this area shall be permitted only when the bottom of the sign is a minimum of 9 feet above the grade of the higher roadway.~~ (Prior code § 7-10)

Section 7-140 Permitted Signs by Type and Zone District Chart

Sign Type	R1A	R1	R1L	RS3	R2	R3	R3H	R4	R4A	CB	C	I	Fee/ Permit	Design Staff Review
P = Permitted N = Not Permitted Y = Yes Required														
Animated	N	N	N	N	N	N	N	N	N	P	P	P	Y	Y

Sign Type	R1A	R1	R1L	RS3	R2	R3	R3H	R4	R4A	CB	C	I	Fee/ Permit	Design Staff Review
Awning	N	N	N	N	P	P	P	P	P	P	P	P	Y	Y
Freestanding Monument	P	P	P	P	P	P	P	P	P	P	P	P	Y	Y
Ideological ⁽¹⁾	P	P	P	P	P	P		P	P	P	P	P	N	N
Illuminated ⁽²⁾	N	N	N	N	N	N	N	N	N	P	P	P	Y	Y
Off-premise Commercial	N	N	N	N	N	N	N	N	N	P	P	P	Y	Y
On-site info Commercial	N	N	N	N	P	P	P	P	P	P	P	P	Y	Y
Neon	N	N	N	N	N	N	N	N	N	P	P	P	Y	Y
Projecting	N	N	N	N	P	P	P	P	P	P	P	P	Y	Y
Political ⁽³⁾	P	P	P	P	P	P	P	P	P	P	P	P	N	N
Portable	N	N	N	N	N	N	N	N	N	P	P	N	Y	Y
Projecting	N	N	N	N	P	P	P	P	P	P	P	P	Y	Y
Public info.	P	P	P	P	P	P	P	P	P	P	P	P	N	N

Sign Type	R1A	R1	R1L	RS3	R2	R3	<u>R3H</u>	R4	R4A	CB	C	I	Fee/ Permit	<u>Design Staff Review</u>
Real estate (4)	P	P	P	P	P	P		P	P	P	P	P	N	N
Special Events	P	P	P	P	P	P	<u>P</u>	P	P	P	P	P	Y	<u>N</u> <u>Y</u>
Subdivisions Adv., Directional, ID	P	P	P	P	P	P	<u>P</u>	P	P	P	P	P	Y	Y
Temporary (54)	N	N	N	N	P	P	<u>P</u>	P	P	P	P	N	<u>Y</u> <u>N</u>	N
Wall (65)	P	P	P	P	P	P	<u>P</u>	P	P	P	P	P	Y	Y
Window	N	N	N	N	P	P	<u>P</u>	P	P	P	P	P	Y	Y

(1) Not to exceed 6 square feet.

(2) Not permitted within 75 feet of a residential district for PUD or PAD development.

(3) Political signs not permitted in 'sign free' zones.

~~(4) For sale, for lease signs not to exceed 6 square feet in residential districts.~~

(54) Permitted for a maximum of 30 days for bonafide Grand Openings, Going Out of Business Sales, Open House, or similar short-term events.

(65) Home occupation only signs permitted in residential districts.

Section 7-150 Enforcement

- A. All signs shall be subject to inspection and approval by the Community Development Department to ensure compliance with the Zoning Code ~~and Design Review Board Approval.~~
- B. Footing inspections shall be required for all signs with footings.
- C. Signs containing electrical wiring shall conform to the standards of the applicable electrical code and the components shall bear the label of a testing agency approved by the State of Arizona.
- D. When, in the opinion of the Town Manager or authorized representative, reasonable cause exists concerning the safety of a proposed or existing sign structure, the applicant or owner shall furnish written documentation from a registered civil, structural, electrical or mechanical engineer certifying its safety. The Town reserves the right to order removal of a sign if it poses a threat to public safety.
- E. Notice of noncompliance of any sign shall be given to the owner of record of the property and user of such sign by first-class mail sent to the last known address of the owner ~~or record and user.~~
- F. Failure to remove or bring the sign into compliance in accordance with a notice given pursuant to ~~Section 7-030 above~~ Town Code shall result in appropriate enforcement action, including but not limited to:
- a. The Town Attorney, acting on behalf of the Town Council, shall seek the removal of any sign not erected in compliance with this Code or maintained in a safe manner and,
 - b. The billing of the owner or user of such sign an amount equal to the costs to the Town in removing and storing any such sign; or
 - c. Issuance of a citation by the Clarkdale Police Department for the offending party(ies) to appear before the Town Magistrate.
- G. For Definitions see Chapter 2 of the Zoning Code. ~~(Revised by Ordinance #438 on 12/10/24; effective 1/10/25; prior code § 7-12)~~
-

H. The Town may remove illegal or unsafe signs and at the cost to the owner

I. All signs shall be maintained in good condition and in accordance with the following priority:

1. Structural safety and stability;
2. Visibility and traffic safety compliance;
3. Aesthetic upkeep and material integrity;
4. Continued compliance with approved design and placement.

Section 7-160 Permitted Sign Table							
SIGN TYPE	LIMITATIONS	ALLOWED PER BUSINESS/ DEVELOPMENT	INSTALLATION TYPE	MAXIMUM SIZE	MAXIMUM HEIGHT	PROPERTY SETBACKS	ZONING DISTRICTS
Animated	Barber poles and time/ temperature Devices only. Included in maximum area calculations	1	Freestanding wall or projection	50 square feet	Not to project above roof line	Beyond the site triangle	Commercial
Awning	Signage on awning shall not project above awning surface. 9-foot vertical clearance required						Commercial counts towards maximum signage square footage.
Bed & Breakfast	One wall or one freestanding sign only	1	Wall or Freestanding	3 square feet	8 feet for wall mounted, 30 inches for freestanding		Residential and Commercial
Freestanding Monument		1 monument sign per adjacent intersection	Freestanding		10 feet from existing grade at time of construction	Minimum (signs < 6' tall) = 1 foot for each foot of sign height; Minimum (signs > or = 6' tall) = greater than or equal to sign height	Subdivisions, multi-family developments and commercial
Home Occupancy	Non-illuminated limited to name and occupation only	1	Wall or freestanding	3 square feet	Top of wall or 30 inches for freestanding	N/A	Residential
Off-Premise Commercial	600-foot minimum separation between off-premise signs. 200-foot minimum separation between off-premise and on-premise signs	1 per street frontage per parcel where located	Freestanding	32 square feet for single use; 50 square feet for multiple uses.	10 feet from existing grade at time of construction	Equal to minimum setback of zoning district if property is developed. Minimum of 10 feet if property is undeveloped	Central Business, Commercial and Industrial districts only

On-Site Commercial	Shall not contain advertising script or symbols	As approved during review of a master-comprehensive sign application. Shall not contain advertising.	As approved during review of a master-comprehensive sign application	As approved during review of a master-comprehensive sign application	As approved during review of a master-comprehensive sign application	As approved during review of a master-comprehensive sign application	Central Business, Commercial and Industrial Districts only
Neon	Only illuminated during business operation hours		Projection, window or wall				Central business/ Commercial
Political	Not permitted in sign free zones. Permitted 60 days prior to election, must be removed by 15 days after election.	N/A	Temporary	16 square feet in residential districts. 32 feet in commercial-other districts			All
Portable	Must not impede pedestrian traffic. Shall not be reflective. No attachments are permitted. Off-Premise portable signs are not permitted.	1	Temporary	6 square feet	Not to exceed 4 feet		Central Business and Commercial Districts only.
Projecting	Minimum of 9' from grade - 2' from curb. Indemnity agreement required if sign projects over sidewalk	1 per businesses	Projecting	Cumulative based on linear street frontage	Top of wall	N/A	Central Business, Commercial and Industrial
Public Information	May be located on public or private property. Including right-of-way.		Permanent/ Temporary		10' from existing grade at time of construction		All
Sign Walkers	Shall not obstruct right-of-way. Shall only operate during hours of business being represented.	1	Temporary		8 feet		All
Special Events	On private property up to 2-weeks before event; directional signs only 12 hours before event	4 banners; unlimited directional	Temporary				All

Subdivision – On-Site Monument	Must be approved as part of sign package	1 per entry	Permanent	160 square feet	10 feet		
Subdivision – Off-Site	Shall be located within 1.5 miles	2	Temporary	32 square feet	8 feet, 6 feet in residential zoning districts		All
Subdivision – Weekend Off-Site Directional	Must have permit – shall be installed before 4 pm on Friday and removed by 10 am on Monday	8 per subdivision	Temporary	4 square feet	Not to exceed 4 feet from existing grade		All
Real-Estate	On-site installation only		Temporary	6-square-feet	Not to exceed 4- from existing-grade		All
Temporary Signs and Banners	30 days only – permit required	One per street frontage per parcel		32 square feet	To be determined during permitting		All
Wall		One per approved wall area	Permanent	Cumulative based on linear street frontage	Top of wall		Commercial, Central Businesses and Industrial
Window	No more than 25 percent of allowable window signage may be illuminated		Permanent	No more than 50 percent of window. Cumulative based on linear street frontage	N/A		Commercial, Central Businesses and Industrial
Yard Sale	Shall be located on private property	1	Temporary		Not to exceed 4 square feet		All

Section 7-170 Political Sign Free Zone Map

~~(Revised by Ordinance #438 on 12/10/24; effective 1/10/25; Revised by Ordinance #435 on 12/10/24; effective 1/10/25; prior code § 7-14)~~

