

TOWN OF PINETOP-LAKESIDE

ORDINANCE 18-410

AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF PINETOP-LAKESIDE, ARIZONA, ADOPTING THE TOWN CODE AMENDMENTS TO CHAPTERS 17.88 – DESIGN REVIEW.

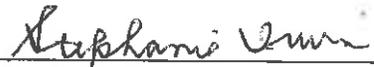
WHEREAS, the Town Council of the Town of Pinetop-Lakeside believes that amending the Town Code Chapters 17.88 – Design Review is in the best interest of the citizens of the Town.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE TOWN OF PINETOP-LAKESIDE, NAVAJO COUNTY, ARIZONA, as follows:

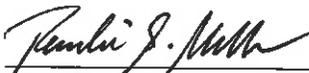
- Section 1. **Adoption.** Chapter 17.88 – Design Review is hereby adopted and made a part of that certain document known as the “Pinetop-Lakeside Town Code.” Three (3) copies of Chapter 17.88 – Design Review are on file with the Town Clerk of the Town of Pinetop-Lakeside, Arizona, which document was made a Public Record by Resolution No. 18-1447 of the Town of Pinetop-Lakeside, Arizona; and hereby referred to, adopted and made a part hereof as if fully set forth in this Ordinance.
- Section 2. **Effective Date.** This Ordinance is to be effective when publication and posting pursuant to A.R.S. § 9-812 is accomplished.
- Section 3. **Severability.** All ordinances, or parts of ordinances, adopted by the Town of Pinetop-Lakeside in conflict with the provisions of this ordinance or any part of the Town Code adopted herein by reference, are hereby repealed, effective as of the day this ordinance is effective.

PASSED AND ADOPTED by the Mayor and Town Council in an open meeting by the Town Council, Town of Pinetop-Lakeside, Arizona, this 5th day of April, 2018, to be effective upon the expiration of a thirty (30) day period following adoption and publication pursuant to A.R.S. § 9-812 is complete.

TOWN OF PINETOP-LAKESIDE


Stephanie Irwin
Mayor

ATTEST:


Remilie S. Miller, MMC
Town Clerk



APPROVED AS TO FORM:


William J. Sims, III
Town Attorney

Chapter 17.88

DESIGN REVIEW

Sections:

[17.88.010 Purpose.](#)

[17.88.020 Application.](#)

[17.88.030 Procedure generally.](#)

[17.88.040 Building design guidelines.](#)

[17.88.050 Commission powers and duties.](#)

[17.88.060 No changes to building design.](#)

[17.88.070 Appeals.](#)

17.88.010 Purpose.

This chapter will help encourage, protect and enhance the attractive appearance of the Town. (Ord. 15-393 § 1 (part): Ord. 90-82 § (1)(1901))

17.88.020 Application.

A. This chapter shall apply to all commercial buildings, structures or signs which are to be hereafter constructed, converted, or modified.

B. Exceptions:

1. Non-illuminated directional leasing or informational signs not exceeding six (6) square feet in area.(Ord. 15-393 § 1 (part): Ord. 90-82 § (1)(1903))

17.88.030 Procedure generally.

The Community Development Director shall perform design review duties. Design review is considered part of the site plan review process as required by Chapter [17.84](#).

A. Prior to the preparation of final architectural or engineering drawings for any building or structure to which this section is applicable, the property owner or his or her representative shall submit the following information for consideration by the Community Development Director:

1. Application for design review on forms furnished by the Community Development Department;

2. Site plan;

3. Elevation drawings of the front, side, and rear of the building or structure illustrating the building's appearance and treatment. Exterior materials and colors shall be included on the drawings or a separate list;

4. Landscaping plan per chapter 17.92.

17.88.040 Building design guidelines.

A. Building and Topography.

1. Policy.

- a. Building should conform to natural topography of the site.

2. Guidelines.

- a. Step a building foundation to follow the slope (fifteen (15%) percent or greater) of the site.
 - i. An exposed foundation greater than eighteen (18) inches in height shall feature an exterior treatment allowed under these rules, such as a stone casing or split-faced masonry block.

B. Building Materials.

1. Guidelines.

- a. The Town encourages the use of indigenous and conforming building materials that blend with the natural settings.
- b. Materials that are highly reflective are inappropriate as primary building materials.
- c. Metals are an appropriate structural building material, not generally for exterior use. Metals may generally be used for roofs and as an accent only on exterior surfaces. Metal sidings and wall surfaces are generally prohibited on new structures, except on buildings located within the C-2 zoning district. Metal sided buildings are allowed in C-2, but shall utilize a minimum of thirty-six (36) inches of other materials on the building sides visible from a public street.

C. Service Canopies.

1. Policy.

- a. Minimize the visual impacts of a service area canopy.
 - i. Use a low profile section for the canopy itself.
 - ii. Screen lights under the canopy.
 - iii. Use a muted color on the perimeter of the canopy.

D. Color.

1. Policy.

a. Building finish colors should help a structure blend with the natural setting and reduce its perceived scale.

17.88.050 Commission powers.

A. The Planning and Zoning Commission shall have the power to approve, conditionally approve or disapprove all applications for design review. Approval shall be valid for a period of one (1) year from the date of approval by the Commission or the Town Council. Applications which have been disapproved by the Commission may be reconsidered by the Commission upon resubmittal by the applicant. Extensions to the one (1) year may be granted by the Planning and Zoning Commission provided such extension is requested prior to the date of expiration.

B. The Community Development Director shall have the same powers of the Commission in regard to buildings and structures and signs. If there are problems that cannot be resolved between the Director and the applicant, the matter may be referred to the Commission. (Ord. 15-393 § 1 (part); Ord. 13-367 § 2; Ord. 01-192; Ord. 90-82 § (1)(1907))

17.88.060 No changes to building design.

A building, structure or sign which has been approved, must be constructed, and maintained according to the design. (Ord. 15-393 § 1 (part))

17.88.070 Appeals.

The applicant for design review, or the Director with the consent of the Town Manager, or any member of the Town Council may appeal any decision of the Planning and Zoning Commission or the Director to the Town Council by filing written notice of appeal with the Town Clerk within ten (10) calendar days from the date of the Commission's action. Notice of such appeal and the date for its consideration by the Town Council shall be published once, not less than fifteen (15) calendar days prior to the Town Council meeting at which such appeal is to be heard. The Town Council, on appeal, by this section, shall take legal action on such appeal within thirty (30) days of its initial consideration. (Ord. 15-393 § 1 (part); Ord. 06-282; Ord. 01-192; Ord. 90-82 § (1)(1908))