



**OFFICIAL MINUTES OF THE CITY OF COTTONWOOD
PLANNING & ZONING COMMISSION
COUNCIL CHAMBERS
826 N. Main St.
Cottonwood, AZ 86326**

REGULAR MEETING
Monday, February 25, 2019
6:00 pm.

I. CALL TO ORDER

A. Roll Call

Chairman Robert Williams called the meeting to order at 6:01 p.m. Roll call was taken as follows:

Planning & Zoning Commission Members Present

Robert Hart
Christopher Dowell
Jesse Dowling
Thomas Narwid
Terryl Sherman
Chairman Robert Williams

Planning & Zoning Commission Members Absent

Vice Chairman Judd Wasden

Staff Members Present

Ron Corbin, City Manager
Berrin Nejad, Community Development Director
Jim Padgett, Planner
Brenda Campbell, Administrative Assistant, Recorder

B. Approval of Minutes: January 28, 2019 Regular Meeting

Motion: To approve the minutes of 1/28/2019

Made by: Commissioner Dowling

Second: Commissioner Narwid

Roll Call Vote: Robert Hart-Aye

Christopher Dowell – Aye
Jesse Dowling – aye
Thomas Narwid – Aye
Terryl Sherman-Aye
Chairman Williams-Aye

II. CALL TO THE PUBLIC

This is the time for the public to comment on any matter that does not appear on the agenda. Commission members may not discuss items not identified on the agenda. Pursuant to A.R.S. §38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to criticism, or scheduling the matter for consideration at a later date. Comments are limited to five minutes for each person.

III. OLD BUSINESS:

1. None

IV. NEW BUSINESS:

1. **DR 19-003 Cottonwood Christian Assembly** – The applicant is requesting Design Review approval to construct a 16,400 sq. ft. Sanctuary building with future phases to include an outdoor amphitheater, splash pad, recreational ball field, renovations to existing structures and associated parking areas for an existing church facility. The project is located at the northeast corner of Mingus Avenue and N. 7th Street on a 9.71 acre parcel in an R-3 (Multiple Family Residential) zone located at 750 E. Mingus Avenue. APN: 406-42-012N. Owner: Cottonwood Christian Assembly Applicant: Jim Lawler, Lawler Construction.

A brief presentation was made by Jim Padgett regarding Design Review for Cottonwood Christian Assembly. A PowerPoint presentation with maps and pictures was shown. Stipulations regarding natural landscaping were discussed with regard to development and use of existing and new landscaping. The parking lot will be part of phase 1. Phase 2 is the ballfield area. Landscaping plan to address winter leaf loss was discussed. Tom Pender of Pender Engineering described parking plan and landscaping plan. Majority of foliage is on the church property and will be preserved and enhanced. Berms and landscaping will keep light down. Jeremy Peters, Pastor for Cottonwood Christian Assembly, described the amphitheater use to be a community area coffee shop, family gathering area, baptisms, and smaller personal ceremonies. No late night activities will be held and they will be conscious of sound.

Motion: To approve DR19-003.
Made by: Commissioner Narwid
Second: Commissioner Dowell

Roll Call Vote: Robert Hart-Aye

Christopher Dowell – Aye

Jesse Dowling-Recused

Thomas Narwid – Aye

Terryl Sherman-Aye

Chairman Robert Williams - Aye

Motion: Approve DR 19-003 with the following stipulations:

1. That the project is developed in conformance with the development plans approved by the Planning Commission on February 25, 2019.
2. That the project conforms to Code Review Board comments dated October 24, 2017.
3. A Certificate of Zoning Compliance documenting the completion of Design Review conditions shall be issued prior to the Certificate of Occupancy.
4. The location of the ballfield areas may be no closer than 10' to the adjacent properties to allow for landscaped areas to be provided for screening.
5. Submit a detailed landscape plan to be reviewed and approved by the Planning Commission to address the use of landscaping and existing vegetation to achieve the required screening from adjacent residential properties and street perimeter landscaping.
6. The landscaped area along Mingus Avenue shall be completed with Phase 1 of the Development.
7. Building Permits shall be applied for by twelve (12) months from the date of approval by the Planning & Zoning Commission.
8. That the applicant will work with the staff regarding color and stonework designs, and supply samples all stone exterior colors and roofing materials in color on a material board for approval by the Commission.

2. **DR 19-004 Edgewater Apartments** – The applicant is requesting Design Review approval to construct an 8 unit apartment complex on 2 parcels totaling approximately 1 acre. The project is in an R-4 (Single Family/Multiple Family/Manufactured Home) zone located at the northern terminus of North 15th Street and North 16th Street. APN: 406-37-232H and 406-37-232J. Owner: Fornara Baxter LLC. Applicant: Ruth Mayday, Mayday Consulting.

A brief presentation was made by Jim Padgett regarding Design Review for Edgewater Apartments. A PowerPoint presentation with maps and pictures was shown. Commissioner Hart asked whether emergency vehicles needed to stop at chain in order to respond. Jim Padgett replied that they would have keyed access to properties. Ruth Mayday, on behalf of applicant, presented PowerPoint pictures of area to be developed.

She responded to concerns of the placement of the dumpster and replied that the dumpster can be moved. Ms. Mayday would like to pursue relief on curb gutter sidewalk. Could stabilize lot with curb. Landscape plan presented. Color palette presented. Material board presented. Dark sky compliant sconces will be on outside. Jason Fornara provided information on the existing fence between apartments and their piece of property. They will leave existing fence but with hedges and landscaping to cover up the chain link fence. Michael Lopez, Engineer, discussed the property line between county and city is center of street. The plan to use 16th Street as the entrance was decided due to the vandalism type problems on 15th Street. Commissioner Dowling suggested that the curb, gutter, sidewalk ordinance needs to be more defined with a better way to provide waivers.

Motion: To approve DR 19-004.

Made by: Commissioner Narwid

Second: Commissioner Hart

Roll Call Vote: Robert Hart-Aye

Christopher Dowell – Aye

Jesse Dowling - Aye

Thomas Narwid – Aye

Terryl Sherman-Aye

Chairman Robert Williams - Aye

Motion: Approve DR 19-004 with the following stipulations:

1. That the project is developed in conformance with the development plans approved by the Planning Commission on February 25, 2019.
2. That the project conforms to Code Review Board comments dated February 21, 2018.
3. A Certificate of Zoning Compliance documenting the completion of Design Review conditions shall be issued prior to the Certificate of Occupancy.
4. A shared access agreement shall be submitted and approved prior to the issuance of a Certificate of Occupancy.
5. A shared waste disposal agreement shall be submitted and approved prior to the issuance of a Certificate of Occupancy.
6. Building Permits shall be applied for by twelve (12) months from the date of approval by the Planning & Zoning Commission.
7. Trash container be moved to meet city code requirements of a 5' setback.
8. The board recommends the applicant review with the Engineering Department that the sidewalks on 15th Street and 16th Street will not be necessary, but curbs and gutters will be.

V. DISCUSSION ITEMS:

Berrin Nejad: Due to the difficulty in getting physical material boards from out of town designers, would the committee accept digital format? It was concluded that physical material boards with physical examples are required.

VI. INFORMATIONAL REPORTS AND UPDATES:

Project updates:

La Main: Windows are changing from approved plan: *changes approved.*

Goodwill: TI work

Dutch Bros: adding river rocks to project

Historic Preservation Committee: Street sign toppers with new wording presented.

Ron Corbin: Will work with City Council regarding sidewalks. Work with staff and engineers to possibly compromise on sidewalks.

VII. ADJOURNMENT

Meeting adjourned at 8:16pm.