

Official Minutes of the City of Cottonwood
Planning & Zoning Commission Regular Meeting
Held, December 17, 2018 at 6:00 P.M. at the City Council Chambers
826 N. Main Street – Cottonwood, Arizona

CALL TO ORDER & 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
Vice Chairman Judd Wasden
Chairman Robert Williams

Planning & Zoning Commission Members Absent

Susan Masters

Staff Members Present

Berrin Nejad, Community Development Director
Scott Ellis, Planner
Jim Padgett, Planner
Amber Richards, Planning Technician, Recorder

APPROVAL OF MINUTES OF November 19, 2018 REGULAR Meeting.

Motion: To approve the minutes of 11/19/2018.

Made by: Vice Chairman Wasden

Second: Commissioner Dowell

***Roll Call Vote: Robert Hart – Aye
Christopher Dowell – Aye
Jesse Dowling – Aye
Thomas Narwid – Aye
Vice Chairman Judd Wasden – Aye
Chairman Robert Williams – Aye***

CALL TO THE PUBLIC:

None.

OLD BUSINESS:

None.

NEW BUSINESS:

1. **DR 18-017 BOCCE EXPANSION** – A request for Design Review approval to place structures to be used as outdoor expansion to an adjacent restaurant, on property zoned C-1 (Light Commercial), located on a vacant parcel on the west side of N. Main Street between 1048 and 1060 N. Main Street in Old Town. APN: 406-22-047. Owner: Cashmere Properties LLC. Applicant: Eric Jurisin

There was a brief presentation by Scott Ellis for Design Review approval for the Bocce Expansion. Applicant is looking at doing an expansion of the existing restaurant to offer more seating for guests waiting for tables. The expansion will include placement of metal storage containers which will serve different purposes. Photos were shown. Applicant was present to answer questions. The applicant, Eric Jurisin, introduced himself. He gave a brief explanation of the project and explained that it is an artsy, eco-friendly design which is relevant and it is something new and different. Applicant would like to carry on the same rusty rails, stairwells etc. that already exist. Looking for a more outdoor, park like setting. The containers would be built at a shop and erected on site. Landscape to include crushed granite, grass, and pots. Commissioner Hart asked about addressing ADA access. Eric Jurisin explained that ADA access is already existing. Commissioner Hart also asked about landscaping. No landscaping is actually required but they will put in trees and green where they can. Commissioner Hart asked about rust element of the design. Eric Jurisin explained that rusted elements are not actually exposed rust, the elements will be brought down to a color of distressed or aged and there will be a clear coat applied. Floor was opened to the public. Kathryn Turney, introduced herself. She asked about other historic districts that have the containers. Eric Jurisin mentioned the Roosevelt District in Phoenix, Boston and Providence. She also asked about the containers and whether they are reused. Eric explained that the old containers will be used, modifications would be made and then they would be brought back on site. Kathryn also asked if he felt that the containers would take away from historic. Eric Jurisin stated he does not believe in faux fake as it takes away from the historic places we have left. Floor closed to public. The Commission briefly commented on the project and expressed overall approval. Commissioner Dowling commented on Eric Jurisin's track record being positive and asked if it went to Historic Preservation Commission. Scott Ellis stated no, it is not required to be presented to the Historic Preservation Commission. The Commission agreed that it would be a nice addition to Old Town.

Motion: Approve DR 18-017 Bocce Expansion with the following stipulations:

1. ***That the project is developed in conformance with the development plans submitted for the December 17, 2018 Planning and Zoning Commission meeting.***
2. ***That the project conforms to Code Review Board comments dated September 26, 2018, and all subsequent review comments provided throughout development of this project.***

3. *Site plan approval and placement of containers is contingent on City Council approval of Ordinance Number 655, expected to be approved December 18, 2018.*
4. *A new or modified license agreement is approved by City Council for right-of-way encroachment, prior to issuance of building permits.*
5. *Building Permits shall be applied for by twelve (12) months from the date of approval by the Planning & Zoning Commission.*
6. *A Certificate of Zoning Compliance documenting the completion of the Conditional Use Permit conditions shall be issued prior to the Certificate of Occupancy.*

*Made by: Vice Chair Wasden
Second: Commissioner Narwid*

*Roll Call Vote: Robert Hart – Aye
Christopher Dowell – Aye
Jesse Dowling - Aye
Thomas Narwid – Aye
Vice Chairman Judd Wasden – Aye
Chairman Robert Williams – Aye*

2. **DR 18-016 VERDE VALLEY MEDICAL CENTER OFFICE BUILDING** – The applicant is requesting approval of a Design Review application for the renovation of an existing Medical Office Building. Minor modifications consist of a new roof for the main entrance canopy, changing dark glass panels to a more energy efficient glazing and repainting the exterior. . The property is zoned C-1 (Light Commercial) and is located at 294 North State Route 89-A, APN: 406-33-020E. Owner: Verde Valley Medical Center. Applicant: John Medcalf, Corgan

There was a brief presentation by Jim Padgett. The applicant is requesting design review approval for the renovation of an existing Medical office Building to include minor, interior renovations. Photos were shown. The applicant and architect were available for questions. Commissioner Hart asked if the bricks are going to be left unpainted? The applicant, John Medcalf introduced himself. He gave a brief explanation of the overall project. Northern Arizona Healthcare is looking to remodel the entire campus. They are attempting to bring all of their clinics under one roof. As part of the entire renovation, they are looking to update portions of the exterior for energy efficiency. They would like to replace all existing glazing, which is the original glazing from twenty (20) years ago and is currently black. They would like to replace the glazing with more efficient blue green type glazing. At the front entry, they would like to change the pyramid style roof to a flat, parapet roof, to give a better view and more updated look. Signage will be part of separate signage process but they plan on reusing most of the existing signage. Commissioner Narwid asked if all of the physicians are moving out of the facility or are some staying and some moving? John Medcalf stated that for construction, everyone will be moved and relocated to different places around the campus. Most will move back into the building but some will be relocated. He also clarified

that the brick will not be painted. Commissioner Hart for clarification between the text and the elevation in regard to replacing of the panels. John Medcalf confirmed that all of the glazing will be replaced whether on panels or windows. The floor was closed to the public. The Commission briefly commented on the project and agreed that the project is good and it will look nice when it's done.

Motion: Approve DR 18-016 Verde Valley Medical Center Medical Office Building Renovation with the stipulations outlined by staff:

- 1. That the project is developed in conformance with the site plans submitted December 3, 2018.***
- 2. That the project conforms to Code Review Board comments dated September 26, 2018.***
- 3. A Certificate of Zoning Compliance documenting the completion of conditions shall be issued by the timeframe specified.***

Made by: Vice Chairman Wasden
Second: Commissioner Hart

Roll Call Vote: Robert Hart – Aye
Christopher Dowell - Aye
Jesse Dowling - Aye
Thomas Narwid – Aye
Vice Chairman Judd Wasden – Aye
Chairman Robert Williams - Aye

- 3. PCU 18-009 and DR 18-015 OLD TOWN BREW PUB** – The applicant is requesting approval of a Conditional Use Permit and Design Review to allow the renovation of an existing historic building to be used as a Brew Pub/Restaurant with offsite sales of beer. The property is zoned C-1 (Light Commercial) and is located at 791 N. Main Street and is within the boundaries of the Cottonwood Commercial Historic District. APN: 406-38-019C. Owner: BOTC Real Estate Holdings, LLC. Applicant: Robert Conlin

There was a brief presentation by Jim Padgett for the renovation of an existing historic building, which previously operated as a church, to be used as a Brew Pub/Restaurant with offsite sales of beer. Photos were shown. Applicant was available for questions. Commissioner Narwid asked if there is anything the City is doing for the future for public parking. Jim stated no, not at this time. Commissioner Hart also mentioned the parking issue. Applicant, Bob Conlin and Architect, Chris Vernosky introduced themselves. There was a brief recap of the project. The downstairs area will be a micro-brewery, tap room and storage. Commissioner Narwid asked what the yearly brewing capacity would be. The applicant stated they now have a two (2) barrel system and two (2) barrels is four (4) kegs of beer. If brewing at capacity, they could turn out one hundred (100) to two hundred (200) pints per day. Commissioner Dowling, had a comment that there has been confusion from the Public and clarified that the building being renovated is not the Civic Center and

Clubhouse. He also stated that it is nice to finally see something happening with the building. Vice Chairman Wasden agreed and is glad to see the renovation effort. From an aesthetic standpoint, he thought they could really call out the building better. In the depiction, it comes across more yellow and the sample passed around did not match that color. Chris Vernosky replied and explained they did not want to lose the churchy feel to the building. He thought it was good criticism and would consider Vice Chairman Wasden's comments. Chairman Williams mentioned the sign package may have resistance going forward though it's not being discussed tonight. Tim Elinski, Vice Chairman of the Historic Preservation Commission stated he and much of the HPC are excited to see what's happening with the building. He clarified he was not speaking for all Commissioners, but thumbs up from many on the project. The floor was closed to public. The Commission briefly commented on the project. The roof color and parking were brought up again. Overall the Commissioners were pleased with the project and felt it was an improvement on that corner and it's great to have the old building being resurrected.

Motion: Approve PCU 18-009 Conditional Use Permit for the Old Town Brew Pub

Made by: Vice Chairman Wasden
Second: Commissioner Dowling

Roll Call Vote: Robert Hart – Aye
Christopher Dowell – Aye
Jesse Dowling – Aye
Thomas Narwid – No
Vice Chairman Judd Wasden – Aye
Chairman Robert Williams – Aye

Motion: Approve DR 18-015 Old Town Brew Pub with the following stipulations:

- 1. That the project is developed in conformance with the development plans submitted for the December 17, 2018 Planning and Zoning Commission meeting.***
- 2. That the project conforms to the Code Review Board comments dated August 21, 2018 and any comments from prior, current and future reviews of this project shall be adhered to.***
- 3. The project shall comply with all Engineering conditions for the project relating to Floodplain Management requirements of City Ordinance 615.***
- 4. A Certificate of Zoning Compliance documenting the completion of conditions shall be issued prior to issuance of a Certificate of Occupancy.***
- 5. A Right of Way permit be obtained from the Public Works Department prior to any work or landscaping in the right of way.***
- 6. Although technically exempt from bicycle parking standards in the Cottonwood Commercial Historic District, the applicant is requested to identify a minimum of two (2) bicycle parking spaces to be located on the parcel with the restaurant.***

These spaces are required to be identified on the construction drawings when submitted.

7. *Building Permits shall be applied for within one (1) year from the date of approval by the Planning & Zoning Commission or the Conditional Use Permit shall be subject to revocation procedures.*
8. *Any future signage on the property is presented before the Planning and Zoning Commission.*

Made by: Vice Chairman Wasden

Second: Commissioner Hart

Roll Call Vote: Robert Hart – Aye

Christopher Dowell – Aye

Jesse Dowling – Aye

Thomas Narwid – No

Vice Chairman Judd Wasden – Aye

Chairman Robert Williams – Aye

DISCUSSION ITEMS:

1. Three commissioners terms are expiring, positions are open on website.
2. January meeting we will have the election for Vice Chairman and Chairman.
3. Chairman Williams mentioned that City Council will be hearing Flag Banners tomorrow.

INFORMATIONAL REPORTS AND UPDATES:

None.

ADJOURNMENT:

Meeting adjourned at 7:01 p.m.