



Official Minutes of the  
City of Cottonwood Development Review Board Meeting  
Held March 3, 2008 at 2:00 PM at the  
City Council Chambers at 826 N. Main Street - Cottonwood, Arizona

**Call to Order**

Chairperson Backus called the meeting to order at 2:00 PM.

**Roll Call**

Chairperson Backus	Present	Member Knowles	Absent
Vice Chairperson Anderson	Present	Member Wasden	Present
Member Bartmus	Absent	Member Lovett*	Present
Member Cox	Present-late	*(P&Z Commiss. Rep)	

Staff Present:

George Gehlert, Community Development Director  
Wes Ballew, Staff Planner  
Carol Hulse, Planning Technician

Public Present:

Perry Humbert                      Dr. Brad Woodford                      Richard Reece  
Mike Baird                              Phil Terbell

**Consideration of Minutes of 02/04/2008**

*Member Lovett moved to approve the minutes as written. Vice Chairperson Anderson seconded the motion and it carried with all four members present voting in favor (Member Cox had not arrived).*

**DRB 07-061 Family Dollar Store APN 406-32-086 & 017B**

**Review plans for a 9,180 square foot retail store on 1.12 acres zoned C-1 located at the southwest corner of Hwy. 89A and Black Hills Drive. Owner/Agent: Perry Humbert, Moore Humbert Development, LLC.**

Chairperson Backus recused himself citing a possible conflict of interest because he is the seller of the land. Member Cox arrived and there was a quorum.

Vice Chairperson Anderson introduced the proposal.

Planner Ballew presented the staff memo displaying and explaining graphics that showed the location, zoning, surrounding uses, and site plan. He said the project is located at a very prominent corner in the City. This will be one of the first buildings visitors will see when entering the City from Hwy 89A. Black Hills Drive is also the entrance to several large and vocal subdivisions in the City and to Yavapai College. A new roundabout on Highway 89A will enhance the aesthetics of the area and, when driving southbound, drivers will be pointed towards the building as they drive around the roundabout. All four sides of the building will be highly visible to the public.

Planner Ballew identified the following potential issues.

- Some horizontal banding placed at the bottom of the building would prevent the appearance that the building simply disappears into the pavement. This could be a foam relief covered in stucco or it could be some form of brick or stone.
- Adding some detail to the base and the capitals of the relief columns that are shown on all four sides of the building would reduce the warehouse appearance.
- Extend the proposed front parapet all the way around the building to cover the metal roof and the slant of the roof at the back of the building. This would also reduce the warehouse appearance. As proposed, the building gives an appearance of a false front.
- Provide more decorative lighting. The proposed wall packs are industrial in appearance and may not meet the requirements of the Lighting Ordinance.
- Add small elements to break up the spaces between the column reliefs. These could be simple, such as decorative stucco elements or a few tiles that match the color of the awnings and signs.
- Add a few copper elements to match the nearby recently constructed building.
- Provide detail on mechanical units including location and required screening
- Provide details of all signage including dimensioning and illumination.
- Provide details of the embankment and/or retaining wall along 89A and Black Hills Drive.
- A wall may be required along the highway to prevent possible light shining into the street because of the higher elevation of the building.

Mr. Ballew said staff recommended approval of the project with the following stipulations.

1. Add horizontal banding to the bottom of the building.
2. Add some details to the column reveals on all four sides of the building.
3. Wrap the parapet all the way around the building.
4. Provide more decorative lighting in place of the proposed wall packs.
5. Add detail to the spaces between the columns to break up the open spaces.
6. Fully screen all mechanical units.
7. Provide details of the embankment/walls on the southeast corner of the property.
8. Provide a direct pedestrian connection from Hwy 89A to the store.

Vice Chairperson Anderson invited the applicant to speak. Perry Humbert and the Board discussed various aspects of the project, primarily concerning aesthetics. In response to Board members' comments, Mr. Humbert suggested the following:

- using copper toned roof instead of proposed white roof,
- adding a parapet to the back of the building,
- repeating the upper stucco band on the bottom,
- adding diagonal tile displays,
- extending projections.

Chairperson Backus invited Dr. Woodford, who owns a neighboring business, to speak because he had to leave the meeting shortly.

Dr. Woodford said his building would look at the back of the proposed store. He expressed concerns about looking out at a white roof, dumpster placement, and wanting the building "spruced up" so it is nice and contributes to the entire corridor. He requested parapets all

around, and asked that they continue with rocking the columns, etc. Dr. Woodford said that if these things are cost prohibitive, it might not be the right location for this building.

Other topics of discussion between the Board, staff, and the applicant were as follows.

- Add architectural detail such as bump outs, stone work on columns to window sill height, a box-out similar to the one under the Family Dollar sign, stucco banding on the bottom to window sill height and painted a darker color similar to stone detail on columns
- The quilting store's sign glares at night and the Family Dollar sign is similar. The sign on Black Hills Drive is redundant. Mr. Humbert will provide their proposed sign information to staff.
- Signage at the front is 18 feet high. The code caps it at 15 feet. The Board approved the additional height.
- Monument sign base should incorporate the same rock used on the building.
- Dumpsters – screened by a six-foot masonry stucco wall with gates and landscaping.
- Landscaping at front corner (roundabout corner) – applicant working with ADOT. Will add curb, gutter, and sidewalk. Will coordinate with ADOT via a bond for work that may occur later.
- Front canopy is metal and light does not come through.
- Fluorescent tubes under canopy could be visible from Hwy. 89A. Mr. Humbert said they possibly could use closed fixtures.
- Bollards – needed at corners and rear door.
- Back-flow device would be in the corner by the dumpsters.
- A tangible pedestrian connection from the highway would be a challenge because of steep grades and because of the potential of installation of a new sewer line in the area.
- When resubmitted, the site plan should show the location of the air conditioning units and the back-flow device and how these would be shielded.

*Member Cox moved to table DRB 07-061 pending re-submittal of revised plans incorporating the following:*

- 1. Placement of a parapet on the rear elevation.*
- 2. Placement of stone on the bottom of each column to window ledge height.*
- 3. Horizontal banding painted a color darker than the main building color and with ledge stone.*
- 4. Paint the roof "light stone" per the color samples shown to the DRB.*
- 5. Design the three sides (not including the entrance side) in a uniform manner.*
- 6. Screen the backflow device.*
- 7. Submit a proposed sign package to staff.*
- 8. Resubmit for the next DRB meeting.*

*Member Wasden seconded and the motion carried with members Anderson, Cox, Lovett, and Wasden voting in favor and Chairperson Backus recused.*

**DRB 08-003                      Country Plaza                      APN 106-06-005L**

**Review plans for a 6,300 square foot professional office building on .81 acres zoned MH located at the northwest corner of Cottonwood and 6<sup>th</sup> Streets. Owner: M&J Leasing Agent: Phil Terbell.**

Planner Ballew presented the staff memo. He explained that the project was also going through the rezoning process to change from MH (Manufactured Homes) to C-2 (Heavy Commercial).

Mr. Ballew said the building was designed to match the adjacent Country Bank building. He projected graphics to depict the site plan, elevations, site photographs, and photos of the adjacent neighborhood. Then, he read the following staff recommendations.

1. That the project be developed in conformance with the site plan and elevations dated 2/19/08
2. That some kind of horizontal banding be added to the bottom of the building.
3. That pop outs or some other kind of relief is added around the windows and the doors.
4. That details be provided on how the backflow device will be screened
5. That the dumpster located on 6<sup>th</sup> street be moved to another, less obvious area.

Board and applicant discussion included the following.

- Suggestion to place pavers, or something similar, where the walkways between the project and the shared parking with the bank pass through landscaping.
- A patio with tables was added to the back for a “residential” look.
- Shared parking agreement runs with the land.
- The back-flow device will probably be inside the building or outside the building behind the air conditioning shielding.
- Site plan details should emphasize a softer look along Cottonwood Street as much as possible.
- A C-1 (Light Commercial) zoning would create a transition between the heavy commercial along Hwy. 89A and the residential area across the street.

*Chairperson Anderson moved to approve DRB 08-003 as presented with the following two (2) stipulations.*

1. *That the rezoning application for the site is approved.*
2. *That the project is developed in conformance with the site plan and elevations dated 2/19/08.*

*Additionally, the Board recommended the following.*

1. *Placement of stepping stones in the landscaping between the shared parking areas.*
2. *Incorporation of the backflow prevention device inside the building, if possible.*

*Member Wasden seconded and the motion passed with all five Board members present voting in favor.*

**DRB 08-005 Cottonwood Mountain View Villa Apartments APN 406-42-013L**

**Review plans for a 68-unit apartment complex on 2.65 acres zoned R-3 located north of Mingus Ave. at the end of 7<sup>th</sup> Street. Owners: Cottonwood Mountain View Villa Apt. Agent: Richard A. Reece.**

Planner Ballew presented that staff memo. He said the project is an addition to an existing apartment complex called Mountain View Villas and is located behind the Post Office just north of Mingus Avenue. The proposed additional buildings would match the existing buildings except they have eliminated the continuous exterior balconies. The proposed structures are three stories on one side and the applicant would be pursuing a conditional use permit for the additional height.

Mr. Ballew projected graphics showing the site plan, elevations, surrounding area, and site photographs.

He said staff recommended approving the project with the following stipulations:

1. That the project be developed in conformance with the site plan and elevations dated 2/22/08 and according to the paint color samples submitted
2. That any stretches of parking with more than ten spaces per side include a parking island to break up the pavement
3. That detail of the placement and screening of the mechanical units be provided.
4. That details be provided on how the backflow device will be screened
5. That any approval be subject to an approval of a Conditional Use Permit for the additional height of the three story buildings by the Planning and Zoning Commission

The applicant's architect, Richard Reece, elaborated on the wash area between the two buildings and their plans to develop it into the common area. He explained that, although the buildings would be 3-stories, most of one story would be below grade on the backside but be open towards the wash on the front side because of the slope of the land. He said that instead of the continuous balconies, there would be private balconies. The color scheme would be earth tone. They would ground mount the mechanical units if possible. If they must be roof mounted, they would shield the units and/or paint them to blend with the roof.

Member Cox asked if the wash was a drainage way. Mike Baird said it only handles run-off from the other complex and it would be used for retention.

***Vice Chairperson Anderson motioned to approve DRB 08-005 with the staff recommended stipulations. Member Lovett seconded and the motion carried unanimously.***

### **Board Discussion**

#### **▪ General**

Director Gehlert and the Board discussed selection of a new meeting place since the Council Chambers would no longer be available on Mondays. Director Gehlert said he would explore other options and asked if returning to the fourth Thursday of each month would work for the members. All members present said it would.

#### **▪ Reports and Updates**

Director Gehlert reported about the proposed reprocessing and removal of the slag pile and said it was on the next Planning and Zoning Commission agenda. He noted that the proposal might come to DRB regarding landscaping and buffer issues.

He said that a remodel proposal for the Food City shopping center would be on the Code Review Board agenda the following week and would probably be on the DRB agenda the following month.

**Adjournment**

***Chairperson Backus adjourned the meeting at 4:32 PM.***

*Minutes prepared by* Carol Hulse, Planning Technician

*Date Approved* April 10, 2008