

Official Minutes of the City of Cottonwood  
Planning & Zoning Commission Regular Meeting  
Held, OCTOBER 17, 2016, at 6:00 P.M. at the City Council Chambers  
826 N. Main St. – Cottonwood, Arizona

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CALL TO ORDER & ROLL CALL

Vice Chairman Williams called the meeting to order at 6:00 p.m. Roll call was taken as follows:

Planning & Zoning Commission Members Present

Vice Chairman Robert Williams  
Thomas Narwid  
Suzanne Poslaiko  
Judd Wasden  
Jean Wilder  
Robert Hart

Planning & Zoning Commission Members Absent

Chairman Ed Kiyler

Staff Members Present

Berrin Nejad, Community Development Manager  
Scott Ellis, Community Development Planner  
Jim Padgett, Community Development Assistant Planner/Code Enforcement Coordinator  
Carolyn Pettengill, Community Development Administrative Assistant, Recorder  
Christina Anderson, Planning Technician

New Commission Member

Vice Chairman Williams introduced Robert Hart, new Planning and Zoning Commissioner.

APPROVAL OF MINUTES OF SEPTEMBER 19, 2016-REGULAR MEETING

Vice Chairman Williams indicated some changes to be made to the Minutes of 9/19/2016. On page 13, last paragraph, should be “Chairman” Kiyler. On page 14, last line of first paragraph, should be “Cottonwood Hotel”, not Tavern. The following paragraph needs to be reworded to reflect that 8 parking spots is sufficient for 1,600 sq. ft. Also use different wording regarding combination with residents to commercial, as opposed to residential. In regards to zoning and 1,600 sq. ft., 8 spaces of parking, parcel is not big enough. Third paragraph, lists five months of construction. Intent was if both done simultaneously, work would take two months. Commissioner Wasden also pointed out, page 15, first paragraph, last sentence should conclude he would want to see a change and additionally, recommend projected PAD zoning, and tabling the Design Review portion of the project to next

meeting. Commissioner Wilder also mentioned her reference to Pensacola and how parking effected the downtown with a reface of the area.

**Motion:** *To approve the minutes of 9/19/2016-regular meeting, with the amendments by Vice Chairman Williams, Commissioner Wilder and Commissioner Wasden*

**Made by:** *Commissioner Wasden*  
**Second:** *Commissioner Poslaiko*  
**Vote:** *Unanimous*

CALL TO THE PUBLIC (NONE)

NEW BUSINESS

- 1. DR 16-021 3 KINGS KASBAR** – Consideration of design review approval request for new signs to be located in Old Town Cottonwood. Address: 102 E. Pima Street. APN: 406-34-052. Owner: Verde Valley Entertainment Group LLC. Agent: Denise Kelly. Below is Padgett's report:

**STAFF MEMO**

**TO:** Planning and Zoning Commission  
**FROM:** Scott Ellis, City Planner  
**THROUGH:** Berrin Nejad, Community Development Director  
**HEARING DATE:** October 17, 2016  
**SUBJECT:** DR 16-021 3 Kings Kasbar

**REQUEST:**

The applicant is requesting Design Review approval for new signs to be located at 102 E. Pima.

**Applicant/Property Owner:**

Denise Kelly  
525 Concho Dr.  
Sedona, AZ

**BACKGROUND:**

In August 2016, the Planning & Zoning Commission approved DR 16-016, for the renovation of an existing building in Old Town, to include outdoor seating and remodeling for an outdoor café/bar area. The Commission stipulated that any changes to

the design of the signage would need to come back for approval. The applicant has decided to change the design of some of the signage and is now requesting approval for these changes.

**STIPULATIONS:**

If approved, staff recommends the following stipulations:

1. The project is developed in conformance with the sign plans submitted on 10/07/2016 and meets all Sign Ordinance requirements.
2. Any other stipulations the Commission deems necessary, with the reports that we have.

Commissioner Narwid inquired on palette and martini glass and if they count toward the overall square footage of allowed signage. Staff confirmed they were within the sign code requirements and the calculation of square footage as a whole (gross). Applicant added that the logo can be moved and exchanged (if required) and also added the building has a historical plaque designation in process. Commissioner Wilder commented it looks handsome. Commissioner Poslaiko wished the applicant luck with her project. Commissioner Hart also agreed the colors are very nice. Vice Chairman agreed that the sign looks good as well.

***Motion: Approve DR 16-021 3 Kings Kasbar Design Review for new signs to be located at 102 E. Pima with the following stipulations:***

1. **The project is developed in conformance with the sign plans submitted on 10/07/2016 and meets all Sign Ordinance requirements.**

***Made by: Commissioner Wasden***  
***Second: Commissioner Wilder***  
***Vote: Unanimous***

**OLD BUSINESS**

1. **DR 16-009 HIPPIE EMPORIUM** – Consideration of design review approval to repaint external portions of an existing building, including adding murals in Old Town Cottonwood. APN: 406-22-215A. Address: 1123 N. Main Street. Owner: Marisa Gladen. Agent: Marisa Gladen. Below is Ellis's report:

**STAFF MEMO**

**TO:** Planning and Zoning Commission

**FROM:** Scott Ellis, City Planner

**THROUGH:** Berrin Nejad, Community Development Director

**HEARING DATE:** October 17, 2016

**SUBJECT: DR 16-009 Hippie Emporium**

**REQUEST:**

The applicant is requesting Design Review approval to repaint exterior portions of an existing building, including adding murals at 1123 North Main Street in Old Town.

**Applicant/Property Owner:**

Marisa Gladen  
1123 N. Main Street  
Cottonwood, AZ 86326

**BACKGROUND:**

The above application request was presented to the Commission at a special meeting on May 2, 2016, and May 16, 2016. The Commission *tabled* the request, asking the applicant to make changes to the front theme and colors. The applicant has resubmitted what they would now like to do; façade upgrades including new finishes with corrugated metal and stucco, new marquee at existing entry, new signage, new window, and new canopy at existing deck and stair/railing renovations at existing deck.

The original request included repainting the front exterior river rock, and add a nostalgic “hippie” themed mural to the wall. This painting would be done by a professional artist. Some painting has already taken place, however, no approval by the city has been given at this time, therefore, a stop work order was issued and the painting has not been finished.

If approved, staff recommends the following stipulations:

1. That the project is developed in conformance with the plans submitted for the October 17, 2016 Planning & Zoning Commission meeting and as may be further modified and to compliance of Design Review issues by the Planning & Zoning Commission.
2. A Certificate of Zoning Compliance documenting the completion of Design Review conditions shall be issued by the timeframe specified.
3. Any other stipulations the Planning & Zoning Commission deems necessary.

Commissioner Poslaiko inquired if the applicant was including murals with their request and signage. Staff responded that it is a typo in the staff report, and that this Design Review approval will only be for the signs and exterior improvements as shown in their packets. Applicant is now putting stucco on rocks and has applied for permit for sign. Vice Chairman Williams confirms with applicant that it is corrugated metal being used on the building. Commissioner Poslaiko stated that the board display shows a different view, a small tree motif, appearing double-sided, and then looks to appear sandwiched. Applicant responded that it is the angle of the photo, there is actually an eight (8) foot gap between the front roof line and back roof line. Commissioner Hart mentioned that the elevation and

prospective circle in middle of the roof line appeared to be on the side and not straight on center. Applicant reconfirmed that the circular design is in the middle. Commissioner Poslaiko inquired if the tree motif is flat or mounted on something. Applicant responded that it was part of the roof and is flat. Staff also reconfirmed that this is not part of the sign, but of the existing roof line of the building. Commissioner Hart indicates verbiage needs to be adjusted on plans, as it says it is all signage. Staff explains that the commission is not approving the verbiage on the plans, they are approving the overall design of the project as it is presented in their packets.

Commissioner Wasden thanks applicant and says it looks great. Commissioner Narwid likes the colors, particularly the red. Commissioner Hart agrees that the new colors are a big improvement. Vice Chairman Williams also joins the consensus that it looks great.

***Motion: Approve DR 16-009 Hippie Emporium Design Review to repaint exterior portions of an existing building at 1123 North Main Street in Old Town with the following stipulations:***

- 1. That the project is developed in conformance with the plans submitted for the October 17, 2016 Planning & Zoning Commission meeting and as may be further modified and to compliance of Design Review issues by the Planning & Zoning Commission.**
- 2. A Certificate of Zoning Compliance documenting the completion of Design Review conditions shall be issued by the timeframe specified. Any other stipulations the Planning & Zoning Commission deems necessary.**

***Made by:*** Commissioner Wasden  
***Second:*** Commissioner Narwid  
***Vote:*** Unanimous

- 2. DR 16-014 LEMAIN DEVELOPMENT** – Consideration of design review approval of two parcels for proposed mixed-use commercial/residential units in Old Town Cottonwood. APN: 406-22-014 and 406-22-022A. Address: 920 N. Main Street and 925 N. Cactus Street. Owner: LaMain 919 LLC and Cactus Development LLC. Agent: Steve Biasini. Below is Ellis's report:

#### STAFF MEMO

**TO:** Planning and Zoning Commission

**FROM:** Scott Ellis, City Planner

**THROUGH:** Berrin Nejad, Community Development Director

**HEARING DATE:** October 17, 2016

**SUBJECT: DR 16-014 LeMain Development**

**REQUEST:**

Applicant is requesting design review approval on two (2), undeveloped parcels to construct one mixed use residential/commercial building and one residential building in Old Town Cottonwood.

**Property Owners:**

LaMain 919 LLC  
c/o John C. and Valerie A. Haupt  
10008 East South Bend Drive  
Scottsdale, AZ 85255

Cactus Development LLC  
c/o Michelle M. Haupt  
2325 Taft Street NE  
Minneapolis, MN 55418

**Applicant:**

Steve Biasini  
735 South 3<sup>rd</sup> Street  
Williams, AZ 86046

**BACKGROUND:**

The above application request was presented to the Planning & Zoning Commission at the September 19, 2016 meeting. The Commission *tabled* the request, asking the applicant to consider setting back the third story similar to the Main Street building. The applicant has submitted a letter with reasons this request is not feasible, in their opinion, based on financial and structural concerns therefore has not submitted any additional or different plans for review.

If approved, staff recommends any stipulations the Commission deems necessary.

Vice Chairman Williams asked if code had been reviewed by Fire Department. Staff replied that no building permits will be issued if they do not meet Fire Department regulations. There is a nearby resident that sent a letter and is concerned about parking. Commissioner Narwid added that the resident had important concerns but the address on the letter is not addressed in the area where the project is going. Staff mentioned that the letter came from the secondary owner of the property on the corner of Cactus and Pinal. Commissioners' Wasden and Narwid agreed the property owner is not even living at the property and not sure how the parking concerns would affect them.

Applicant presented new plans indicating side wall broken into multiple panels. Paint would be good but also suggests maybe some public art be displayed. Points out that upper floor set back is a problem for many reasons. There would be a loss of 500 sq. ft. (building area) which equates to loss of 50k for owner. Third floor would be podium-type construction but third floor poses a load problem. Project would create an urban façade for Cactus Street which is consistent down the street from there. Also, the project being proposed is set back on Cactus Street in comparison to the approved neighboring building.

Commissioner Wasden expresses with new rendering on side of building, offset would be 10 ft. versus Tavern Hotel expansion and is concerned about openness of building. Side is

prominent and we need to stay with integrity of Old Town. Applicant responded describing the stucco details but is willing to change if need be. Commissioner Narwid inquired how long (sq. ft.) will the Tavern Hotel be in comparison to the LeMain project. Applicant responded that it is about a 3-to-1 in terms of street frontage size. Commissioner Narwid asked applicant again if it is possible to make accommodations on the third floor being setback. Applicant states parking garage is expensive and that posts along topline of building carries the loads and could possibly build with continuous footing which transfers load from roof, but that this also poses a red flag for loss of footage. Commissioner Narwid replies that costs are not part of commission's consideration. Applicant replied that they had expected it to be longer and confirms that total cost of project is approximately \$2.5 million.

Commissioner Wilder states that the building is attractive and has no problem with project. Commissioner Poslaiko agrees it is very attractive and presents an urban façade. Commissioner Wasden agreed that Old Town is changing and not sure if the recessed third floor on Cactus Street would make that big of a difference; however, the west side of building could be used as a canvas, dress it up to be more visual, maybe carry the thick top fascia from the front of the building around to the side as well. Commissioner Hart also adds that breaking up outside wall is big improvement, and also think that carrying the top fascia from the front to the side would be nice.

Vice Chairman Williams addressed the parking concerns by doing some research on the area. From this research, parking does not seem to pose a problem. It was also agreed that the work with the setbacks and making the building more attractive was appreciated. Would suggest different colors in the squares on the wall as an option. Applicant agreed that parking is the enemy and would figure out tradeoffs for this and also mentioned there is a lot of parking throughout the City that are not used to full capacity as well. Please see attachment for research details on parking in Old Town.

***Motion: Approve DR 16-014 LeMain Development Design Review, as presented in our packets and all information within.***

***Made by: Commissioner Wasden***  
***Second: Commissioner Poslaiko***  
***Vote: Unanimous***

**DISCUSSION ITEMS (NONE)**

**INFORMATIONAL REPORTS AND UPDATES**

1. Treasure Junkies.
2. Fir Street Annexation.
3. Black Bear.
4. Maverik.
5. AAA Cool Storage.
6. Commissioner's Handbook.

7. Vineyards.
8. 89 & Vine.
9. Next meeting scheduled for Monday, November 21, 2016, at 6:00 pm will be held at the Public Safety Building, 199 S. 6th Street.

*There was a brief update/discussion in regards to the following, no action was taken, and these were only for informational purposes.*

**ADJOURNMENT**

Meeting adjourned at 7:40 p.m.

***Made by: Commissioner Wasden***  
***Second: Vice Chairman Williams***  
***Vote: Unanimous***

DRAFT

## LEMAIN PROJECT

### RESEARCH

Number of residences fronting Cactus Street between Pima and Pinal Streets – 8 plus 1 vacant lot.

On-street parking observations on Cactus Street between Pima and Pinal Streets on Friday – Sunday, October 14-16:

Friday Noon -	2 cars (including one old pickup)
Friday 6 PM -	1 old truck
Saturday Noon -	1 old truck
Saturday 6 PM -	1 old truck
Saturday 8 PM -	1 old truck
Sunday Noon -	1 old truck
Sunday 6 PM -	1 old truck
Sunday 8 PM -	1 old truck

### Parking Places ( west off Main Street between Cactus, Pima and Pinal Streets):

Pima Street -	6	
Cactus Street (east side) -	7 estimated	
Cactus Street (west side) -	9 estimated	
Pinal Street -	11 estimated	
Tavern Grille/City Lot -	32	
City Council Lot – north side -	15	
City Council Lot – south side -	16	
Tavern Hotel On-site	16	
LeMain	<u>8</u>	
Total parking spaces	120	
Tavern Hotel Units	36	Spaces needed at 75% - 27
LeMain Residential Units	<u>9</u>	Spaces needed at 1.5 unit - <u>13</u>
Total Units	45	40