

SUMMARY REPORT
OF ACTION TAKEN AT THE MARCH 18, 2013 REGULAR MEETING OF THE
COTTONWOOD PLANNING AND ZONING COMMISSION

This summary is a statement of discussions and action taken by the Planning & Zoning Commission of the City of Cottonwood, Arizona, at their regular meeting, pursuant to A.R.S. § 38-431.02(D); and provided as required by A.R.S. § 38-431.01(D).

CALL TO ORDER & ROLL CALL

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

Planning & Zoning Commission Members Present

Chairman Kiyler	Jean Wilder	Judd Wasden
Vice Chair Lovett	Raymond Cox	Robert Williams
Phil Rosen		

Staff Members Present

George Gehlert, Planner, Community Development
Dan Lueder, Development Services GM
Berrin Nejad, Community Development Manager
Charlie Scully, Planner, Community Development
Kyla Allen, Assistant to the City Manager, Recorder

CALL TO THE PUBLIC

This is the time for the public to comment on any matter that does not appear on the agenda. Members of the Commission may not discuss items not specifically 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 any criticism, or scheduling the matter for further consideration and decision at a later date. Comments are limited to five minutes for each person.

APPROVAL OF MINUTES OF MARCH 18, 2013

Motion: ***Approve minutes from 3/18/2013 as written***

Made by: ***Commissioner Williams***

Second: ***Commissioner Cox***

Vote: ***Unanimous***

UNFINISHED BUSINESS

- 1. PCU 13-007** Consideration of a Conditional Use Permit proposal for placement of a cantilevered sign which exceeds the 24 square foot maximum established by the Cottonwood Zoning Ordinance under Section 405.H.2. The proposal would establish a sign of approximately 42 square feet. The proposal is associated with the ongoing renovation of a historic building located at 1060 North Main Street. APN: 406-22-048. Owner: 1060 N. Main LLC. Agent: Robert Backus.

Motion: ***To approve PCU 13-007 on a permanent basis, subject to the following stipulations:***

1. *That the sign be developed in conformance to the attached submittal.*
2. *That an administrative sign permit also be obtained prior to installation.*

Made by: *Vice Chair Lovett*
Second: *Commissioner Wasden*
Vote: *6 Ayes, 1 Nay-Motion Passes*

NEW BUSINESS

1. **PCU 08-002** Review of a Conditional Use Permit for on-site processing of an existing slag pile. The facility would be located on a portion of a 12.25 acre parcel zoned CF (Commercial Facilities), just west of the Verde Valley Fairgrounds. The site is also north of 89A between 6th and 12th Streets. APN: 406-42-097M. Owner: Verde Valley Fair Association. Agent: Tom Hurkett, Minerals Research & Recovery, Inc.

Motion: *To approve PCU 08-002 subject to the following stipulations:*

1. *That the site be developed in conformance to the submitted site plan and stipulations from 3-17-08; as modified by the Commission on October 20, 2008 (regarding the second access to Sixth Street).*
2. *That the site improvements also conform to the Design Review Board action on 9-28-08.*
3. *That a grading permit be secured prior to commencing access improvements.*
4. *That PCU 08-002 be reviewed in one (1) year.*

Made by: *Vice Chair Lovett*
Second: *Commissioner Williams*
Vote: *Unanimous*

2. **ZO 13-005** Consideration of an amendment to the Cottonwood Planning and Zoning Ordinance in order to establish a new section, SECTION 310. "HISTORIC PRESERVATION ORDINANCE," as forwarded from the Historic Preservation Commission.

Motion: *To recommend draft Historic Preservation Zoning Ordinance 13-005 be forwarded to the City Council for consideration.*

Made by: *Vice Chair Lovett*
Second: *Commissioner Wilder*
Vote: *Unanimous*

3. **ZO 13-006** Consideration of an amendment to the Cottonwood Planning and Zoning Ordinance adding, SECTION 428. "HISTORIC PRESERVATION (HP) Overlay Zoning District.

Motion: *To recommend draft Zoning Ordinance 13-006 be forwarded to the City Council for consideration.*

Made by: *Vice Chair Lovett*

Second: Commissioner Wasden
Vote: Unanimous

DISCUSSION ITEMS

1. Overview of draft Growth Areas and Environmental Planning for the Cottonwood General Plan 2025.

Planner Scully briefed the Commission on what the General Plan Steering Committee has reviewed up to this point.

Planner Scully presented a portion of the prospective 2025 General Plan (GP) elaborating on growth plans, areas eligible for multi-modal transportation and environmental planning.

INFORMATIONAL REPORTS AND UPDATES

A brief summary of current events by Chairperson, Commission members, and/or Community Development Director. (The public body does not propose, discuss, deliberate, or take legal action on any matter brought up during this summary unless the matter is properly noticed for legal action.)

ADJOURNMENT

Chairman Kiyler adjourned the meeting at 7:44 p.m.