

Official Minutes of the City of Cottonwood
Planning & Zoning Commission Regular Meeting
Held, April 21, 2014, at 6:00 P.M. at the City Council Chambers
826 N. Main St. – Cottonwood, Arizona

CALL TO ORDER & ROLL CALL

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

Planning & Zoning Commission Members Present

Chairman Ed Kiyler
Philip Rosen

Vice Chair Diane Lovett
Ray Cox

Robert Williams
Jean Wilder

Planning & Zoning Commission Members Absent

Judd Wasden-was present at meeting 6:04 pm

Staff Members Present

Berrin Nejad, Community Development Director
Scott Ellis, Community Development Planner
Charlie Scully, Community Development Range Planner
Christina Papa, Administrative Coordinator, Recorder

APPROVAL OF MINUTES OF MARCH 17, 2014

Motion: *To approve the minutes of 3/17/14.*

Made by: *Vice-Chair Lovett*

Second: *Commissioner Wilder*

Vote: *Unanimous*

ELECTION OF CHAIR AND VICE-CHAIR

Nomination to re-elect Vice-Chair Diane Lovett by Commissioner Willams

Vote: *Unanimous*

Nomination to re-elect Chair Ed Kiyler by Vice-Chair Lovett

Vote: *Unanimous*

CALL TO THE PUBLIC (NONE)

UNFINISHED BUSINESS

1. **RCU 249-** Review of a Conditional Use Permit for an open-air sales lot located in a C-1 (Light Commercial) zone. APN 406-05-036H. Address: 1125 E. State Route 89A. Owner: Vojnic Family Trust. Agent: N/A.

Planner Ellis began meeting with a summary of the conditional use permit that is in review. Below is Ellis's report:

Applicant Jerry Bonic stated that he is now the sole owner of this property and it will be maintaining the property right, and let the commission know that he was having some difficulties working with various landscapers but has found one and a plan that will work. Commissioner Williams asked if applicant will be replacing the cinders. Applicant responded that they will be replaced. Commissioner Williams stated that with the cinders being changed and maybe the railroad ties. Commissioner Rosen liked to see that the applicant was working with the commission and that the landscaping is non-watering plants. Commissioners Wilder, Cox, and Kiyler agreed. Commissioner Rosen asked the applicant when work would begin. Applicant responded that it will begin right away. Chairman Kiyler asked that it will be within the next thirty (30) days. Applicant said yes.

Motion: To approve the new landscaping plan, and that this Use Permit be extended and reviewed in 5 years.

Made by: Commissioner Lovett

Second: Commissioner Wasden

Vote: Unanimous

NEW BUSINESS

1. **PCU 08-002 MINERALS RESEARCH-** Review of a Conditional Use Permit for on-site processing of an existing slag pile. The facility is 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

Planner Ellis began meeting with a summary of the conditional use permit that is in review. Below is Ellis's report:

Applicant informed the commission that the project will be completed in the fourth quarter of this year, he also addressed the addressing issues that they have been having with the commission since it was in the original stipulation of the conditional use permit.

Staff will have to work with the Fire Department to get a better address. Staff informed commission that there was not enough spacing between addressing to put in a new address along 6th St., so they added the letter to the end of the address, and it has caused some problems, because of these issues the Fire Department readdressed it to Birch Street. Commissioner Williams asked if they will have any signage off of 6th Street. Applicant stated that they do not currently but have purchased a street sign that will go up off of 6th Street that will say private drive. Chairman Kiyler asked when will the facility be up and running. Applicant stated that by the end of this year they will be done with construction and fully running operations. Floor was open to the public, there was one comment but was to be address to applicant and was advised that she could discuss those questions after the hearing with the applicant. Floor was closed to the public and discussion among the commissioners began. Commissioner Williams asked the commission if they felt that it needed to come back every year, and if there was any way to extend out the review of conditional use. Commissioner Wasden replied that the commission should wait to extend out the review period to allow the commission to see how the facility will function in one year of operation. Commissioner Rosen didn't see what would change from now until the end of next year. Vice-Chair Lovett stated that the increased traffic is her only concern, and that if she was correct the facility said that there would be ten (10) trucks on average per day that would be going to and from the slag pile.

Motion: *To approve with the following stipulations, 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), That the site improvements also conform to the Design Review Board action on 9-28-08, That a grading permit be secured prior to commencing access improvements, That PCU 08-002 be reviewed in one (1) year.*

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

2. **GENERAL PLAN-** The P&Z Commission will hold a Public Hearing to consider the approval of the General Plan 2025. Copies of the Draft General Plan can be reviewed at the CD Office at 111 N. Main and on the City Website at <http://cottonwoodaz.gov/genplan.php>

Long-Range Planner Scully began meeting with a summary of the general plan that is in review.

Floor was opened to the public for comment. The public comment concern was regarding the water budget. Floor was closed to public and discussion among the commission began. Commissioner Cox stated that staff did a great effort to pull together all the information. Vice-Chair Lovett stated that staff did a fine job, and would like to stress trails and amenities in the general plan, the City of Cottonwood should show off all of its great trails and amenities that it offers to the public. Commissioner Williams stated that it is a plan, it is a guide, we have the guidance and references to look to, compliments to public comment in regards to water conservation. Commissioner Rosen commended all the different people and organizations that put this plan together, and the one major question in regards to the mechanism in plan that shows where we will be three (3) years from now. Staff mentioned that public needs to keep staffs feet to the fire in sticking to the plan, and annually City Council is presented with updates. Commissioner Wasden appreciated all the information and hard work, the concern with the water. Residents are here because of the river, trails, and there should be some mechanism to measure water resources. Commissioner Wasden mentioned how do we manage growth, but would support something that will look into the water supply. Chairman Kiyler mentioned what a great job staff did, and also agrees with the public comment, not sure how to City proceeds that. Commissioner Wasden mentioned Planning and Zoning concerns regarding water conservation be brought up to City Council. Staff will mention to City Council Planning and Zoning's concerns with the water conservation.

Motion: *To approve that the General Plan 2025 be presented to the City Council for approval.*

Made by: *Commissioner Lovett*

Second: *Commissioner Cox*

Vote: *Unanimous*

INFORMATIONAL REPORTS AND UPDATES

1. DaVita Dialysis Sign

This sign was originally going to come in front of the Planning and Zoning Commission but the sign company came back to staff with a white opaque background therefore meeting the zoning ordinance, and staff had to approve the sign.

2. Archway to Old Town Parking

There is an iron archway to be put in to go at the entrance of the Old Town Parking Lot.

3. Building Official & Inspector

Staff has hired both a new Building Official and Building Inspector.

4. Communication Center

The communication center is coming along nicely.

5. Historic Preservation-Landmarking

At the April 9th Historic Preservation Commission meeting they landmarked both the Civic Center, and the Old Town Jail.

6. Open Signs

Staff will be sending a blanket letter to the restaurants that still have the flashing open signs.

ADJOURNMENT

Meeting adjourned at 7:30 p.m.

APPROVED