

Official Minutes of the City of Cottonwood  
Planning & Zoning Commission Regular Meeting  
Held, April 18, 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

Chairman Kiyler called the meeting to order at 6:02 p. m. Roll call was taken as follows:

Planning & Zoning Commission Members Present

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

Planning & Zoning Commission Members Absent

Ray Cox

Staff Members Present

Berrin Nejad, Community Development Director  
Steve Horton, City Attorney  
Scott Ellis, Community Development Planner  
Christina Papa, Planning Technician, Recorder

APPROVAL OF MINUTES OF MARCH 21, 2016-REGULAR MEETING

**Motion:** *To approve the minutes of 3/21/2016-regular meeting*

**Made by:** *Vice Chairman Williams*

**Second:** *Commissioner Narwid*

**Vote:** *Unanimous*

CALL TO THE PUBLIC (NONE)

NEW BUSINESS

1. **DR 16-007 MERKIN WINERY-** Design Review approval for the remodel of the exterior façade of an existing restaurant building. Address: 1001 N. Main Street. APN: 406-37-097. Owner: Maynard Keenan. Agent: Rennie Radoccia. Below is Ellis's report:

The applicant is requesting approval of a Design Review application for the remodel of the exterior façade of an existing restaurant building on Main Street in Old Town.

**PROJECT DATA AND FACTS:**

<b>Applicant/Agent</b>	Reynold Radoccia
<b>Owner</b>	Maynard Keenan
<b>Location of Property</b>	1001 N. Main Street
<b>Present Zoning and Land Use</b>	C-1 (Light Commercial)
<b>Description of Applicant’s Request</b>	Exterior renovations to include replacement of fabric awnings with new metal awnings, new metal finish and trim, new signage, renovation of existing railings at sidewalk.

**LAND USE:**

<b>Description and Character of Surrounding Area</b>
The site is located at 1001 N. Main Street, on the corner of North Main Street and East Pinal Street in Old Town. The property has an existing building on it which was the Ancient Pillars Greek Cuisine Restaurant.
<b>North:</b> C-1 - Light Commercial – Retail/Office building.
<b>East:</b> C-1 – Light Commercial – Vacant property.
<b>South (across E. Pinal St.):</b> C-1 – Light Commercial – Retail.
<b>West (across N. Main St.):</b> C-1 – Light Commercial – Retail.

**PROJECT PROPOSAL:**

**Background:**

The site is currently developed and was most recently used as a restaurant in Old Town. The new owner of the property would like to make exterior renovations to focus on a new business to open at the location.

**STRUCTURE DESIGN:**

Number and Proposed Use of Building	1 Restaurant Building
Number of Stories	1
Square Footage	2,250

**Parking:**

This property is located within the Cottonwood Historic District and is exempt from all parking requirements.

**Lighting:**

Exterior lighting will meet all Dark Sky and lighting code requirements.

**Signage:**

New signage is a big part of the exterior renovations of the building. Two signs are proposed for the street frontage on North Main Street, and two signs for the frontage on East Pinal Street. Each frontage will have a total of 23 square feet of signage. A third, 3-faced, cantilevered sign is proposed for the corner of the building above the entrance, with a total of 13 square feet.

The only signs to be illuminated will be the two logo signs, one on each street frontage. The signs will not be internally illuminated but will be down-lit.

**Access:**

Due to the exemption from parking regulations, vehicle access will not be available. Pedestrian access will be available via N. Main Street.

**Landscape Plan:**

The site is currently developed on a lot in Old Town and no additional landscaping is proposed or required.

**Utilities:**

All necessary utilities are available to the site.

**Architecture, Materials, Colors:**

Exterior renovations of the building will include new metal awnings, new metal finish and trim, new signage, and renovation of existing sidewalk railings. The building's exterior is currently stucco which will be repainted.

**CRB Review:**

This project was reviewed by the Code Review Board on March 29, 2016, and the applicant will meet all requirements from staff.

**Staff Review:**

Staff has reviewed this project and finds it fits within the General Commercial use of this area as depicted in the General Plan. If approved, staff recommends the following stipulations:

1. That the project is developed in conformance with the site plans submitted April 1, 2016 and as may be further modified by the Planning Commission.
2. That the project conforms to Code Review Board comments dated April 1, 2016.
3. A Certificate of Zoning Compliance documenting the completion of conditions shall be issued by the timeframe specified.
4. Any other stipulations the Planning & Zoning Commission deems necessary.

The applicants agent Rennie also gave a brief presentation after staff to provide the Commission with more details on the changes that will be made on the exterior along with a color board. Commissioner Narwid asked if the square footage of the signage would meet the current ordinances. Staff responded that it does meet the City Ordinance for allowed signage. Vice Chairman Williams asked if the metal awnings on the Pinal Street side of the building were going to match the metal awning over the entrance and along the Main Street side of the building. Staff responded that it would match. Commissioner Wasden thought that the project looked really nice and asked the applicant when they anticipated to begin the work. Applicant responded that they are anticipating the work to begin in three (3) to four (4) months. Vice Chairman Williams informed the applicant that there is now a certificate of zoning compliance that is issued to applicants at the completion of their project and that the commission puts a timeframe on the project during the stipulations, and asked the applicant if six (6) months would be ok. Applicant responded that six (6) months would be sufficient time.

The floor was open to the public for comment, there was no public comment, the floor was closed.

**Motion:** *To Approve DR 16-007 Merkin Winery with the following stipulations:*

- 1. That the project is developed in conformance with the site/landscape plans submitted on April 1, 2016*
- 2. That the project conforms to Code Review Comments dated April 1, 2016.*
- 3. A Certificate of Zoning Compliance documenting the completion of conditions shall be issued by October 18, 2016.*

**Made by:** *Vice Chairman Williams*

**Second:** *Commissioner Wasden*

**Vote:** *Unanimous*

2. **DR 16-008 89 & Vine-** Request for design approval of the Master Development Plan (MDP) in a PAD (Planned Area Development) zoned property located on approximately 682 acres at the North East corner of State Route 89A and Cornville Road. APN: 407-23-004G and 407-09-166B. Owner Verde Santa Fe LTD Partnership. Agent: Lynne Lagarde. Below is Nejad's report:

## **EXECUTIVE SUMMARY**

**File Number:** DR-16-008

**Owner:** Jay C. Stuckey, Jr.

**Developer:** Brookfield Communities, Inc.  
**Property location:** Northeast quadrant of State Route 89A and Cornville Road  
**Heard by:** Planning and Zoning Commission  
**Request:** Master Development Plan review and Design Review approval

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## **PUBLIC NOTIFICATION**

City Council and Planning Commission-Joint Work Session Meeting: **March 8, 2016**

Newspaper notification published on: **April 3, 2016**

Radius Notices mailed to properties within 300 feet on: **March 30, 2016**

Staff posted notice on site: **April 1, 2016**

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## **EXHIBITS**

- A. Location Maps
- B. Existing Topography
- C. Approved PADs 2007 and 2015-Comparison
- D. Phasing Plan and Phase I
- E. Main Entry drawings
- F. Landscape Plans

- G. March 8, 2016 – Joint Work Session, City Council and Planning Commission-Agenda, Minutes
- H. Master Development Plan- dated April 2016



### STAFF MEMO

**TO:** Planning and Zoning Commission

**FROM:** Berrin Nejad, Community Development Manager

**HEARING DATE:** April 18, 2016

**PROJECT NUMBER:** DR-16-008 Design Review for 89 & Vine

**REQUEST:** Design Review approval of a portion of the MDP for a previously approved PAD (Planned Area Development).

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#### 1- PROJECT DATA AND FACTS:

<b>Property Owner</b>	Jay C. Stuckey, Jr. P.O. Box 874202 Phoenix, AZ 85080
<b>Developer</b>	Brookfield Communities, Inc. Philip V. Petersen 3550 N. Central Ave. Ste 1101 Phoenix, AZ 85012
<b>Location of Property</b>	Northeast corner of Cornville Road and SR 89A intersection.
<b>Size of the Property</b>	Approximately 682 acres
<b>Present Zoning and Land Use</b> <b>General Plan Designation</b>	PAD (Planned Area Development)
<b>Applicant Request:</b>	As part of a previously approved PAD, applicant is submitting its Design Review (DR) for the Planning and Zoning Commission's review.

<b>Procedure</b>	The Planning and Zoning Commission is an advisory body on subdivision and rezone cases. In this case, the Commission is asked to conduct a Design Review of the MDP.
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**GRAPHIC EXHIBITS:** All the graphics are located at the end of this report under Exhibits.

**2- LAND USE:**

<b>Current Land Use</b>
The property is currently vacant in its natural state.

<b>Description and Character of Surrounding Area</b>
The property is adjacent to SR 89A on the west and Cornville Road on the south. There is a church on the other side of SR 89A to the northwest part of the property and Tao Fellowship property to the northeast of the church. The Verde Santa Fe residential development is located to the south across Cornville Road. The rest of the surrounding properties are vacant and undeveloped with Arizona State Trust Land and Forest Service Land to the north and east.

<b>Adjacent Land Uses and Zoning</b>	
<b>North</b>	State Land –vacant-undeveloped
<b>South</b>	County Residential- Cornville Road dividing from the Verde Santa Fe residential Subdivision.
<b>East</b>	State Land-vacant-undeveloped
<b>West</b>	SR 89 AR-70, and CF-Community Facility Church with School and Tao Fellowship property.

<b>Site Characteristics</b>
The site is undeveloped, desert in nature, vacant land with some washes, slope averaging 3% running from northeast to southwest.

<b>Special Considerations</b>
Typically, a Master Development Plan is approved at the same time as the PAD zoning. In

this case, PAD zoning was approved with a conceptual land use map in 1987. The City annexed it in 2002 with county zoning. Therefore, in this hearing, there will be only design review, since the zoning was already approved and entitlement was granted.

### History of Previous Actions

1987 – Yavapai County Board of Supervisors (BOS) approval of PAD (Planned Area Dev.) / Master Development Plan (MDP).

1995 - 1996 – Yavapai County BOS - Approval of Revised MDP and Verde Santa Fe (VSF) Development Agreement.

2000 – Yavapai County  
Administrative approval of a Minor Amendment to PAD/MDP on North

2001 – Cottonwood Annexation  
VSF Pre-annexation Development Agreement, Annexation Ordinance with adoption of Cottonwood Planned Urban Development (PUD) Zoning.

2002 – City of Cottonwood – Approve Annexation with Zoning.

2007 – Cottonwood Staff approves Minor PAD amendment; (Bella Montana)

- replacing golf course with open space,
- removing commercial use on Cornville Road,
- allowing unit increase (less than 10%)  
2050 du maximum threshold ( 1982 + 68)

2008 – Cottonwood amends PAD/MDP Ordinance to update procedures and criteria.

### 3- PROJECT HISTORY:

#### Zoning History and Annexation to the City:

This project was initially approved by Yavapai County in **1987** with 1,110 acres north and south of Cornville Road which included two golf courses and 5,112 residential units. It was amended by Yavapai County in **1995** and reduced overall residential units to 3,004 what is now represented to as 89&Vine property is located north of Cornville Road, and was originally known as Verde Santa Fe North and later as Bella Montana. In **2000** a minor amendment was approved by Yavapai County and approved PAD (Planned Area Development) zoning was adopted by the City with the annexation in **2002**.

Prior to annexation in 2002, on December 13, **2001** the City executed the Verde Santa Fe Pre-Annexation Agreement. This agreement established a set of planning and development

principles as guidelines for future development and granted rights for the development for up to 50 years.

In **2007** City staff administratively approved, through a minor PAD amendment, a land use map for the renamed Bella Montana development. The 2007 plan allows 2,050 residential units on 682 acres, 117.6 acres are for commercial development, 188 acres are for mixed use, and 2 acres are for the wastewater treatment plant, leaving 176 acres of open space. The land use area acreage and unit count were not changed, but the amendment removed commercial uses from Cornville Road, and provided large tracts of land along 89A for larger retailers, which is intended for regional needs as well. At that time the applicant removed the golf course. After staff approval of the minor amendment, implementation of the project began in **2007-2008** but was delayed due to the economic downturn.

In **2014** the City was approached by the developer, Brookfield, with the intent of implementing the approved 2007 Bella Montana Plan, under the new name 89&Vine. Due to the economic downfall in 2007-2008 there were no detailed engineering plans provided at that time, but now the 89&Vine development is working on such plans, which have generated some minor changes to the original approved site plan.

The developer is now, ready to move forward with the residential portion of the project. After the Design Review, subdivision review will follow with a Preliminary and then the Final Plat.

The project has the entitlement through the PAD. This submittal is providing certain details of what is going to be built.

**4- APPLICABLE LAW for this project:**

**4-a General Plan 2025:**

Chapter	Goals, Objectives, Policies
Future Land Use Map	PLD (Planned Development)
Chapter 3	Land Use Element
Chapter 6	Growth Area Element

This location is designated as **PLD (Planned Development)** on the Future Land Use Map defined as:

**4-a-1 PLANNED DEVELOPMENT:**

*Allows flexibility in the design of higher-quality development so as to provide a mix of residential types, as well as, integrated commercial and/or institutional uses prepared through a comprehensive master development plan. Takes into account pedestrian quality, attractive architecture and site development, open space networks and community values. (PAD Zone)*

**4-a-2 General Plan Land Use Element:**

..... *With growth and development there is a need to continuously plan ahead for infrastructure, facilities, and amenities to maintain current conditions and to further enhance the quality of life. The key is to balance the benefits and consequences of new growth while maintaining the small town qualities that are so strongly desired. The Land Use Element can help to address these issues and concerns by encouraging:*

1. *Infill development strategies organized around existing or planned development areas. Compact development can reduce the amount of infrastructure needed to support growth and allow residents to walk to nearby facilities and services.*
2. *The availability of adequate land for the continued development of industry, jobs, shopping, housing and recreation.*
3. *A broad mix and diversity of land uses.*
4. *Strong, vibrant neighborhoods.*
5. *Access to parks, trails and places of social interaction.*
6. *Preservation of natural resources, the Verde River corridor, hillsides and washes, and important open space networks locally and between nearby communities.*

**4-a-3 General Plan Growth Area Element** identifies this property as a prime example of a “growth area,” as defined by State Statute.

***Element 6. Growth Area.***

*The purpose of the Growth Area Element is to identify those areas most suitable for efficient, cost-effective mixed-use type of development where infrastructure, including streets, utilities and public services, is existing in relatively close proximity and where development can be accomplished in a manner that supports positive neighborhood qualities. It is the intent of this element to support the development of well-defined neighborhoods that include quality street environments, attractive recreational facilities, integration with natural areas, and places that allow public interaction and community involvement.*

*This element is devoted to an examination of growth and the facilitation of an efficient pattern of land use which minimizes infrastructure costs, promotes economic development and housing needs, and encourages many of the small town qualities highlighted by the General Plan’s vision. The Growth Area element encourages a focused pattern of development in those areas of the community that are most able to support such development. Efficient mixed-use development minimizes traffic and other impacts, and better enables opportunities to provide affordable housing, preserve the City’s unique natural and historic amenities, open areas, backdrops, vistas, and trail opportunities. The Growth Area element also sets the stage for a pedestrian-oriented scale of development, which helps define the small town qualities that people value.*

**4-b Zoning Ordinance:**

Section	Description
Section 304	Design Review

**DESIGN REVIEW:** *The purpose of Design Review is to enable the Planning and Zoning Commission, to make a finding that the proposed development is in conformity with the intent and provisions of both this Ordinance, all other City Ordinances and protects and enhances the attractive appearance of development in the City of Cottonwood. The City of Cottonwood realizes the importance of a pleasing environment to protect the potential for business, industrial and residential development. The Design Review process is intended to preserve compatible land uses and building design; rendering safe, attractive and harmonious development within the City and is therefore considered to be a furtherance of public health, safety and general welfare.*

**CRITERIA:**

1. *The Design Review process shall be guided by the following criteria:*
  - a. **Architectural Quality:** *The design quality of a building or structure shall enhance, strengthen and preserve the qualities and character of surrounding development and the City of Cottonwood as a whole.*
  - b. **Materials, Colors and Textures:** *The materials used in constructing the building, structure, or sign shall be of similar or superior quality, color and texture and shall be compatible with those materials used in construction of buildings, structures or signs in the general proximity to the applicant's request.*
  - c. **Scale:** *The buildings, structures or signs shall be in proper scale with the parcel upon which it is located. The scale of the proposed buildings, structures or signs shall be compatible with those in the general proximity to the applicant's request and to the community.*
  - d. **Proportion:** *The relationship of the width of a building or structure to its height, as well as the relationships of the buildings components, including windows, doors, openings, walls and similar architectural elements, shall include balanced and harmonious proportions.*
  - e. **Architectural Details:** *Doors, windows, eaves, cornices and other architectural details of a building or structure shall be visually compatible with buildings and structures to which they are related.*
  - f. **Site Design:** *The overall design of the site plan, which is comprised of buildings, structures, engineering features, landscape and open space areas, parking and circulation facilities and similar elements, shall be done in a comprehensive manner that integrates the various aspects in a unified,*

*efficient manner and it shall not adversely affect the existing or potential development of properties in the general proximity.*

- g. **Access:** Ingress, egress and on site traffic, parking and circulation shall be designed to promote safety and convenience and shall meet the minimum requirements outlined in Section 406 Parking and Loading Requirements of this Ordinance.*
- h. **Landscape Design:** Landscaping, including trees, plants and integrated site features, shall visually enhance the overall development project and be compatible with the surrounding buildings, structures and natural landscape, and shall incorporate xeriscape design principles with drought-tolerant, low-water use plant varieties.*
- i. **Lighting:** Any on-site illumination shall be architecturally compatible to the overall project and not create a negative or visually detrimental effect on the building or neighboring properties.*
- j. **Signs:** Signs shall be appropriate in scale, proportion, color and overall design relative to the exterior architectural character of the building, structure or site.*
- k. **Health, Welfare and Safety:** The proposed development shall not have any detrimental effect upon the general health, welfare, safety and convenience of persons within the community.*
- l. **Site Grading:** All grading plans must be submitted for preliminary technical review from the Building Official to ensure compliance with code requirements, including slope limits, setbacks, drainage, erosion, dust control, and other concerns.*
- m. **Grading Criteria:** The design and implementation of all grading shall address the following:*
  - 1) Ensure that grading activity is designed and implemented to minimize adverse impacts and include appropriate restorative measures;*
  - 2) Avoid unnecessary visual scaring, excessive deposits of fill material on slopes and other adverse visual impacts resulting from cut and fill;*
  - 3) Blend with the natural contours of the land. Alterations to the terrain shall be integrated with the existing landscape in a harmonious manner;*
  - 4) Conserve the natural scenic beauty and vegetation of the site to the greatest extent possible, including major rock outcroppings, natural drainage courses and native plants and trees;*
  - 5) Restrict the areas and volumes to the minimum necessary to implement the planned development;*
  - 6) Ensure that graded areas, hillsides, slopes, or other areas subject to erosion are stabilized;*

- 7) *Reduce the erosion effects of storm water discharge, preserve the flood-carrying capacity of natural or constructed waterways by limited soil loss, and protect drainage ways from siltation; and,*
  - 8) *Minimize dust pollution and surface water drainage from graded areas during grading and development.*
- n. ***Architectural Embellishments:*** *The design and placement of architectural embellishments shall be subject to the standards for Design Review as described in Section 404. H. 3. "Height Regulations."*
- o. ***Non-Habitable Rooftop Structures:*** *The design and placement of non-habitable rooftop structures shall be subject to the standards for Design Review as described in Section 404. H. 4. "Height Regulations."*
- p. ***Monuments, Memorials and Statues:*** *The design and placement of freestanding or attached monuments, memorials, statues, art installations or similar structures shall be subject to the standards for Design Review as described in Section 404. H. 6. "Height Regulations."*
- q. ***Wireless Communications Facilities:*** *The design and placement of wireless communication facilities shall be subject to the standards for Design Review as described in Section 404. H. 8. "Height Regulations."*

## **5- PROJECT PROPOSAL**

### **5-a Project Narrative:**

The submittal provides details for the residential portion of the entire project. The remaining Mixed Use acreage will be developed in the future. The proposed design utilizes natural washes for open space linkage, trails, and view corridors after eliminating the golf course with a minor amendment in 2007. The residential portion will be primarily single family detached homes with some duplexes and possibly multi-family in the Mixed Use parcels.

There will be a Village Center and a Wine Tasting Center/ Community Facility with vineyard theme serving as an open space and landscaping function as well.

### **5-b General Plan Review:**

The proposal meets the definition and is in conformance with General Plan, specifically with Land Use and Growth Area Elements.

The project site has already been rezoned to PAD before the current General Plan approval, however the proposed development is in conformance with the newly adopted General Plan 2025, specifically Land Use Element which designates the Land Use classification for the subject property as Planned Development (PLD). PAD Zoning supports a master planned approach to property development and encourages quality mixed-use development with integrated open space and natural lands preservation.

As it is encouraged in the Land Use element, broad and diverse of land uses, walkable neighborhoods, access to parks, trails and places of social interaction are provided in the proposal. The proposed mixed-use commercial area along SR 89A is consistent with the element supporting commercial uses as well as preservation of the Cliffrose Conservation Area and washes for preserving the natural resources.

In addition, the General Plan Growth Area Element identifies this property as a prime example of a “growth area,” as defined by State Statute.

**5-c Design Review Criteria:** In this section, the project is evaluated under architectural quality, materials, colors, and textures, scale, proportion, architectural details, site design, access, landscape design, lighting, signs, site grading, grading criteria, architectural embellishments, non-habitable rooftops structures, monuments, memorials and statues, wireless communication facilities as outlined in the Zoning Ordinance.

**5-c-1 Site Design, Architectural Design, Scale, Proportion, Signs, Landscaping**

All the 89 & Vine homes will be of contemporary architectural design with a vineyard theme; including vineyards as both open space and as thematic landscaping along SR 89A and at the entry to the community. There will be a “Village Center” to hold community activities and “The Barn” in future development. The vineyards will occupy twenty five to thirty acres of the open space and options are being looked at for potential harvesting by local vintners and for Yavapai College to have a role in its management. The barn would be intended to showcase local vintners’ wine products and serve as a hub of entertainment.

The development will have a Vineyard theme with entry features and vineyard landscaping leading to the Village Center. A primary entry monument sign will be constructed at the SR 89A and Vine Boulevard as well as at the northern entry to the residential section of 89 & Vine. Secondary entry monument sign will be constructed at the southern end of Vine Boulevard at the entry into the single-family area and at the intersection of Cliffrose Trail and Sunset Vista.

Perimeter theme walls will be constructed along Cornville Road and the collector streets. The perimeter walls will be 6 feet high, and will include stone veneer columns at approximate 200 foot intervals to relieve the linear character of these walls. View walls will be constructed in specific locations adjacent to the open space areas.

Existing barbed wire fencing will be maintained in some areas along the north and east state land boundary. The vineyards planted on the frontage along SR 89A will be visible from the highway, representing the theme of the development.

The architecture style will be neo-traditional design featuring contemporary architecture that borrows from the past. There will be five series of single story homes, as follows:

1. Two duplex products
2. Three series of detached homes built on 55', 65', 75', 80', and 90' wide home sites. These house plans will have 19 different floor plans. When combined, all the options total 220 different combinations of floor plans and elevations to be offered.

**Corner Lots:** The City's zoning ordinance requires the corner lots to be 10% wider than a typical lot to meet the setback requirements. Since the lot sizes vary, a 10' landscape tract will be placed adjacent to all corner lots to meet the intent of this requirement and this area will be maintained by the community association.

The exterior appearances of each home will include approximately eight different contemporary elevations with either a front or side entry garage. This will provide a streetscape of homes with significantly different appearances that will eliminate the "cookie cutter" appearance of some neighborhoods.

**Neighborhood Design:** The design emphasizes on socialization, walkability, wellness, safety, and sustainability. The Village Center and neighborhoods are connected with landscaped streets, sidewalks, bikeways and trails.

**Open Space Standards:** The residents are provided with an access to a community center and associated park, trail system, the Cliffrose Preservation Area, several open space corridors with future linkage to the Coconino National forest, along with several smaller pocket parks. The neighborhoods will be connected through the trail system. The open space plan incorporates a network of preserved open space, trails and neighborhood parks. The overall community open space is 25%, 176 acres, including 9 acres for the Cliffrose Preservation Area and 25-30 acres of vineyards.

Some of the examples of active and passive amenities that will be available in the open spaces for all ages and strategically located for easy access from the residential areas are:

- Amphitheatre
- Vineyards
- Community Center
- Turfed Active Recreational Areas
- Horse Shoes
- Ramadas
- BBQ Grills
- Picnic Tables, Benches
- Bike Rack Units
- Trash Receptacles,
- Drinking Fountains,

**Operation and Maintenance Responsibilities:** The developer will establish a Homeowner's Association and CC&Rs.

**Development Phasing:** The developer proposes eleven phases to be built over ten years;

Phase 1	2016
Phase 2	2017
Phase 3	2018
Phase 4	2019
Phase 5	2020
Phase 6	2021
Phase 7	2022
Phase 8	2023
Phase 9	2024
Phase 10	2025
Phase 11	2026

**Phase I** will consist of the model home park and approximately 89 single family residential lots. The initial phase will include two lot sizes with a total of approximately 10 house styles. Access to the model home park will be from SR 89A at the Bill Gray Road location. This intersection will be modified per ADOT (Arizona Department of Transportation) and City of Cottonwood requirements.

**Model Home Park:** The model home park has a total of 21 lots and will allow for models of all of the product types to be constructed. Initially, six models will be built, with a park like setting and pedestrian friendly layout to encourage walking tours of the model homes.

**Initial Residential Community:** The initial residential community will have 89 lots with lot widths ranging from 55' to 75' containing an open space and a pocket park. The lot layout will take advantage of the mountain views with single story buildings. Phase I will allow for an open space corridor that will tie into community wide open space amenities and the trail system that will be maintained by the community association.

**Signage:** Project signage will be controlled and constructed in accordance with the accompanying exhibits and Master Sign Program.

**Access: Circulation Standards/Street Design**

Vine Boulevard will run through the development, connecting SR 89A and Cornville Road. This main collector will be non-gated, but will be speed controlled by round-a-bouts and changes in the road patterns. Some selected single-family residential areas will be gated for vehicular access. All of the streets within the single-family area that are located within the gated entry neighborhoods will be private streets which will be constructed to city standards, and will be maintained by the community association.

In order to prevent cut-through traffic, two traffic circles are proposed for traffic calming purposes on Vine Boulevard. Also, a future collector street corridor is planned to connect Vine Boulevard to Arizona State Trust Land (ASTL) for future development and connection. A second collector adjacent to SR 89A is proposed to connect to Cornville Road and separate the residential and mixed use areas.

Vine Boulevard will be 130 feet wide, including 25 foot wide landscape tracts, 6 foot wide straight, attached sidewalks, as well as 4 foot wide bike lanes on each side of the road. Sidewalks and bike lanes along the collector right-of-way will provide pedestrian and bicycle access to the open space areas and trail system.

The local streets with private right-of-way will be 40 feet wide. The local street entries shall be 70 feet wide with a landscape median. Each neighborhood will have an identifying name located on an entry monument to be built within the medians, which will provide more sense of “place” for residents.

The proposed plan provides a hierarchy of street design, addressing traffic safety and efficiency, and multi-modal circulation systems such as trails and bike paths.

The trail system will have over 3.3 miles of trails. Active Trailheads will feature maps with mileage distances, trash receptacles and benches. Passive Trailheads will have only trail maps.

All streets will be constructed according to City of Cottonwood standards.

### **Landscape Design**

For arterial and collector streets, mainly xeriscape plant materials will be used for trees in different varieties which are drought tolerant. In order to maintain continuity throughout the community a recommended plant palette will be provided for the residents along with decomposed granite colors and sizes. Rocks, boulders, and other materials will be used to enhance the character of the xeriscape theme.

Landscaped common areas will incorporate low water use irrigation systems, and will be maintained by the Community Association.

The vineyards will be visible from SR 89A and will cover nearly a half mile of open space frontage at the north and south approaches to the main entry.

Grading will be handled in subdivision process.

**NEXT STEP:** After approval of Design Review, the next step is the subdivision process including the submission of preliminary and final plats.

**Subdivision Process:** The subdivision platting process is guided by the City's Subdivision Ordinance. Subdivision is done through a separate application process that is reviewed by the Planning and Zoning Commission first and then approved by the City Council. A Preliminary Plat is required to be approved by the Planning and Zoning Commission and then the City Council. The final Plat approval is done only by the City Council. Approval of the Final Plat may be submitted in phased sections.

**PROCEDURE:**

Review design elements of MDP as prescribed by Section 304 of the City's Zoning Ordinance.

**STAFF RECOMMENDATION:**

Approval with stipulations as recommended by staff and the Commission.

**STIPULATIONS:**

If approved, staff recommends the following stipulations:

1. That the project conforms to Planning and Zoning Commission comments from the meeting on April 18, 2016.
2. A Certificate of Zoning Compliance documenting the completion of conditions shall be issued prior to the Certificate of Occupancy. A Certificate of Zoning Compliance may be issued for individual Phases, as defined.
3. A Master Sign Program shall be submitted separately at a later date for 89 & Vine residential subdivision and 89 & Vine Mixed Use areas.
4. This Design Review shall be part of already approved PAD file
5. The 89 & Vine Community Association, established by the CC&R's, will be responsible for the maintenance of all the private streets located behind the gates, amenities, open space area and common area landscape tracts.
6. Any other stipulations the Planning & Zoning Commission deems necessary.
7. Final approval for development shall be subject to submission, review and approval of preliminary and final plats.

The applicants agent Lynne also gave a brief presentation after staff to provide the Commission with more details on the project. Commissioner Narwid asked about the traffic plan, and had some concerns with the flow of traffic and it causing severe traffic problems, why with such a large site was there not another connector put in on the south end of the property to account for overflow of traffic from the other two connector roads. Applicant responded that the roadway on Vine Boulevard is designed to be able to increase in density, and room is allowed to expand that road in the future if the traffic becomes a problem, ADOT has gotten back to us and we are working on addressing their concerns.

Commissioner Narwid asked when will the connector, which is Vine Boulevard, connect to Cornville Road? Applicant responded that it would be about four to five years before it goes through all the way. Commissioner Poslaiko had some concerns with the traffic impact analysis that was provided in the master development plan (MDP). It mentions in there that it was given a level C in terms of grade, that seems like a low grade.

Commissioner Narwid wanted to know when the traffic study was done. Applicant responded that it was originally done in 1995, and the second one that they did was recently. Vice Chairman Williams asked if there was any engineering done, and who did the study. Applicant responded that Goodwin and Marshall did the study. Commissioner Wasden had some questions regarding the sustainability of the project, he thought it was great that they are offering these options to their residents, the reclaimed water for the vineyards and common areas, would make sense to give that to the residents as well; the reclaimed water that is mentioned in this plan is that the same as what is being used for the common areas or is that their own reclaimed water? Applicant responded that reclaimed water is an option for the homeowner, as is solar and other energy options, the reclaimed water will be individual reclaimed water and not the same as what is used for the common areas, this is new and has just started to be done in other active Brookfield developments.

Commissioner Wasden also mentioned that the City is trying to encourage garages being pushed back and not front loaded, yet there are a couple of plan options where they show front loaded garages. Applicant responded that they could not remove all the homes with front loaded garages. Commissioner Wasden responded that a lot of the models look great but the ones that are probably the most affordable are the ones with the front loaded garages, then that home may be more selectable. Commissioner Wilder asked the applicant if there were any plans with ADOT to provide shade places for public transportation stops. Applicant mentioned that they had not but that it was a good idea, and they would talk about that. Vice Chairman Williams mentioned that overall the applicant had made some dramatic changes to what was originally submitted, and asked the applicant what the plans were for the community center to be put in. Applicant responded after the first couple hundred homes. Vice Chairman Williams responded so about phase two/phase three. Applicant responded yes probably. Commissioner Narwid mentioned to the applicant that it is very important to the Commission that a grading plan for the entire project is submitted, the Commission would like to see all grading for all phasing.

The floor was open to the public for comment, there were two public comments, one regarding bike lanes, and the other regarding questions for staff from a Yavapai County Resident. The floor was closed.

Commission Poslaiko mentioned that the project has such a long timeline, thinks that the community plan looks good, going forward would like to make sustainability options more available, over all it looks very nice. Vice Chairman Williams mentioned that the village center area, vineyards, model home area, are all very nice, traffic is a large concern, the

timeline is very aggressive, there will be competition in Cottonwood area for new homes options, would like to get some more detail and design on the project.

**Motion:**        *That the Commission take no action at this time on DR 16-008.*

**Made by:**      *Vice Chairman Williams*

**Second:**      *Commissioner Wasden*

**Vote:**         *Unanimous*

DISCUSSION ITEMS-

1. Preparation of the Legalization of Marijuana.

INFORMATIONAL REPORTS AND UPDATES

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

1. Treasure Junkies-looks good, are they supposed to have U-Haul's in the front, thought that they told us that they would not be in the front.
2. Flashing sign at the intersection of 6<sup>th</sup> St. and 89A.
3. PSA's that were done for this meeting were good, appreciated the extra effort to get information out to the public.

ADJOURNMENT

Meeting adjourned at 7:37 p.m.