

SUMMARY REPORT
OF ACTION TAKEN AT THE MAY 20, 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 6:06 p.m. Roll call was taken as follows:

Planning & Zoning Commission Members Present

Chairman Kiyler
Vice Chair Lovett
Phil Rosen

Jean Wilder
Raymond Cox

Judd Wasden
Robert Williams

Staff Members Present

George Gehlert, Planner, Community Development
Berrin Nejad, Community Development Manager
Charlie Scully, Planner, Community Development
Leslie Wager, Senior Admin Assistant, 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 APRIL 15, 2013

Motion: ***Approve minutes from 4/15/2013 as written***

Made by: ***Commissioner Williams***

Second: ***Commissioner Cox***

Vote: ***Unanimous***

UNFINISHED BUSINESS (NONE)

NEW BUSINESS

- 1. DR 13-007** Consideration of Design Review application associated with the conversion of the former Arby's Restaurant to a dental office, including an approximate 1,200 square foot addition to the north side of the structure and complete façade renovation. The site is located on 0.8 acres in a C-2 (Heavy Commercial) zone along the east side of Highway 260, about 500 feet south of the State Route 89A intersection in Cottonwood. APN: 406-04-151. Address: 1061 S. Hwy 260. Owner: RTM Development Co. Agent: Julie A. Margetich.

- Motion:** *To approve DR 13-007 with the following four stipulations.*
- 1. That the site be developed in conformance to the Letter of Intent dated 4-10-13; and the submittal dated 2-20-13.*
 - 2. That bicycle racks be provided.*
 - 3. That light fixtures be submitted for Staff approval.*
 - 4. That submittal for signage be brought before the Planning and Zoning Commission for approval.*

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

DISCUSSION ITEMS

1. Overview of draft elements for the Cottonwood General Plan 2025, including Housing; and Cost of Development.

Planner Scully stated the Housing element is not required by the State Legislature, however, the Cottonwood City Council requested this element be included in the General Plan.

Planner Scully stated the Cost of Development element contains statistics from the U.S. Census.

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 7:07 p.m.