

SUMMARY REPORT
OF ACTION TAKEN AT THE AUGUST 20, 2012 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
Judd Wasden
Jean Wilder

Diane Lovett, Vice Chair
Don Speer

Robert Williams
Raymond Cox

Staff Members Present

George Gehlert, Community Development Director
Leslie Wager, Administrative Coordinator/Recorder
Nichole Arbeiter, Planner, Community Development
Dan Lueder, Development Services General Manager

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 JUNE 18, 2012

Motion: ***Approve minutes from 06/18/2012 as written***

Made by: ***Vice Chair Lovett***

Second: ***Commissioner Williams***

Vote: ***Unanimous***

UNFINISHED BUSINESS (NONE)

NEW BUSINESS

1. **ZO 12-003 and DR 12-013** Consideration of a request for a zone change from R-1 (Single Family Residence) to PAD (Planned Area Development) on a 8.059 acre site located along North Willard Street approximately 400 feet south of the intersection with North Main Street. The request also includes consideration of the associated Design Review application for a one story 13,500 square foot building for the Verde Valley Hospice Center. APN: 406-42-007. Address: 533 N. Willard Drive. Owner: Verde Valley Medical Center. Agent: Duane Ray.

Motion: *To approve ZO 12-003 and DR 12-013 with the following six stipulations:*

- 1. That the project be developed in conformance with the Master Development Plan dated July 17, 2012.*
- 2. That administrative permits be obtained for all signs.*
- 3. That the sign submittal shall include a monument sign.*
- 4. That revisions to the Master Development Plan be provided prior to issuance of building permits.*
- 5. That all outdoor lighting meet the Dark Sky Ordinance.*
- 6. That additional plantings be added along North Willard Street to cover the spill slope area adjacent to the old sidewalk.*

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

2. **DR 12-017** Design Review associated with façade renovations to the Kentucky Fried Chicken restaurant located at 970 South Main Street and referral of a sign permit to allow for a 7ft high rotating bucket to be placed on top of a 28ft freestanding sign. APN: 406-04-045K. Address: 970 South Main Street. Owner: Alred Investments LLC. Agent: Robert Alred.

Motion: *To approve DR 12-017 with the following seven stipulations:*

- 1. That the project be developed in conformance with the applicant's submittal and Letter of Intent, dated August 1, 2012.*
- 2. That the reader-board sign include a dark background. The illuminated red backgrounds shall also be a deep or opaque color.*
- 3. That all outdoor lighting meet the Dark Sky Ordinance.*
- 4. That all LED lighting along top of building be eliminated.*
- 5. That a 3X5 bucket wall sign can be placed over the front entrance to replace the proposed 7ft bucket on the freestanding sign.*
- 6. That the "KFC" sign on building be moved to replace the current "Long John Silver" sign.*
- 7. Maintain current size and location of Kernel mug shot.*

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

3. **DR 12-018** Referral of a proposal for a mural to be located on the north side of a building located at 790 S. Main Street. APN: 406-02-019. Owner: Lou Cohen. Agent: Tyler Novak.

Motion: *To approve DR 12-018 as proposed.*

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

DISCUSSION ITEMS

1. Update Regarding General Plan Re-Adoption Process

Director Gehlert provided the Commission with the tentative plan of action for the General Plan Re-Adoption process. The public meetings will begin in the second half of September 2012 through October 2012.

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 8:35 p.m.