

SUMMARY REPORT
OF ACTION TAKEN AT THE OCTOBER 24, 2011 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 | Diane Lovett, Vice Chair | Robert Williams |
| Judd Wasden | Raymond Cox | |
| Donald Speer | | |

Commissioner Wilder was absent.

Staff Members Present

George Gehlert, Community Development Director
Leslie Wager, Administrative Coordinator/Recorder
Charlie Scully, Long-Range Planner, Community Development
Nichole Arbeiter, Planner, Community Development

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 AUGUST 15, 2011

Motion: ***Approve minutes from 08/15/2011 as written***

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

INTRODUCTION OF NEW STAFF MEMBER

Director Gehlert introduced Nichole Arbeiter, the new Planner for the Community Development Department.

UNFINISHED BUSINESS

1. **ZO 11-012** Consideration of a possible amendment to the Cottonwood Zoning Ordinance, Section 405 (Sign Code) establishing standards for electronic, LED, animated and other signs with intermittent illumination.

Motion: *To table ZO 11-012 to allow for further research.*

Made by: *Commissioner Wasden*

Second: *Commissioner Williams*

Vote: *Unanimous*

NEW BUSINESS

1. **DR 11-016** Consideration of Design Review associated with the construction of a 1,760 square foot storage structure at the site of the existing Unisource facility. Address: 500 South Willard Street. APN 406-08-024R. Owners: Michael Ferris and Peri Olson. Agent: Larry Pritchard / Total Building Systems.

Motion: *To approve DR 11-016 with the following stipulations:*

1. *That the proposal be developed in conformance to the site plan and elevations/color samples dated 10-8-11; and the Letter of Intent dated 10-11-11.*
2. *That all Code Review comments be addressed.*

Made by: *Vice Chair Lovett*

Second: *Commissioner Wasden*

Vote: *Unanimous*

2. **DR 11-018** Referral of a Sign Permit application for a 20 foot tall free-standing sign for Renegades Steak House (formaly Murphy's Grill). Address: 747 South Main Street. APN: 406-02-024. Owner: Chen Properties, LLC. Agent: Scott Melhoff / Indentity Signs.

Motion: *To approve DR 11-018 with the following stipulations:*

1. *That the sign be moved to a location which meets the setback requirements; or that the site plan be revised to reflect the site revisions necessary to accomplish the required setback.*
2. *That the sign face be reduced in size to meet the code.*
3. *That the reader-board have a dark background.*
4. *That the submittal include a rock monument style design and associated nearby landscaping.*
5. *That the applicant provide a new sign permit to Staff for administrative review which incorporates these changes. A lower monument style sign is preferred (not a pole sign).*

Made by: *Vice Chair Lovett*

Second: *Commissioner Speer*

Vote: *Unanimous*

3. Discussion regarding proposed amendment to the Zoning Ordinance adding a new Section 309. "Historic Preservation Ordinance", as forwarded from the Historic Preservation Commission.

No action was taken.

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 8:50 p.m.