

SUMMARY REPORT
OF ACTION TAKEN AT THE DECEMBER 10, 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

Diane Lovett, Vice Chair
Raymond Cox

Robert Williams
Jean Wilder

Commissioner Speer was absent

Staff Members Present

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

ELECTION OF OFFICERS FOR 2013

Motion: ***To re-appoint Ed Kiyler as Chairman***

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

Second: ***Commissioner Williams***

Vote: ***Unanimous***

Motion: ***To re-appoint Diane Lovett as Vice Chairperson***

Made by: ***Commissioner Wasden***

Second: ***Commissioner Cox***

Vote: ***Unanimous***

APPROVAL OF BY-LAWS

At the request of Director Gehlert this item was postponed to the January meeting.

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 20, 2012

Motion: Approve minutes from 08/20/2012 as written

Made by: Vice Chair Lovett

Second: Commissioner Williams

Vote: Unanimous

UNFINISHED BUSINESS (NONE)

NEW BUSINESS

1. **CUP/DR 12-023** Consideration of a Conditional Use Permit and associated Design Review for placement of a wireless communications tower. The site is located on two acres in a CF (Community Facility) zone. Address: 705 E. Aspen St. APN: 406-42-097L. Owner: VFW Post 7400. Agent: Michael Campbell, Campbell A&Z, LLC.

Motion: To table item CUP/DR 12-023 pending the Board of Adjustment decision on the variance request. The Commission is requiring submittal of the following:

1. *Additional information that justifies the need for the additional height (90ft).*
2. *A more accurate elevation of the architectural treatments.*
3. *Demonstration of the coverage pattern for a 60 foot tower.*

Made by: Vice Chair Lovett

Second: Commissioner Williams

Vote: Unanimous

2. **CUP/DR 12-024** Consideration of a Conditional Use Permit and associated Design Review for a thirty-one space swap meet. The site is located on approximately five acres in an I-2 (Heavy Industrial) zone. Address: 300 E. Cherry St. APN: 406-42-105Q. Owner: Benny Grosz. Agent: Tom Pender, Pender Engineering.

Motion: To approve CUP/DR 12-024 with the following stipulations:

1. *That the activity and site development be conducted in conformance to the Letter of Intent dated 10-3-12; and the site plan seal dated 10-8-12.*
2. *That all Code Review issues are addressed.*
3. *That no camping be permitted.*
4. *That no off-premise signs be permitted.*
5. *That the use be limited to 8AM to 4PM Friday through Sunday.*
6. *That the applicant submit a landscaping plan for improvements along Cherry Street, subject to Staff review and approval.*
7. *That the CUP be approved for three (3) years; with Staff review in one (1) year for compliance.*

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

DISCUSSION ITEMS

1. Update regarding planned City Wastewater Treatment Plant.

Development Services General Manager Dan Lueder presented the Commission with a conceptual drawing of the plant. Lueder stated he believes the plant will be up and running by late fall of 2014.

2. Update regarding on-going General Plan review process.

Planner Arbeiter stated the visioning workshops are finished and were successful. Forty-eight individuals participated and gave their input on three main areas; 1) Treasures, 2) Challenges and 3) Visions.

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 8:07 p.m.