

Official Minutes of the City of Cottonwood
Planning & Zoning Commission Regular Meeting
Held, December 15, 2014, at 6:00 P.M. at the City Council Chambers
826 N. Main St. – Cottonwood, Arizona

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-Chair Robert Williams	Philip Rosen
Judd Wasden	Jean Wilder	Ray Cox
Suzanne Poslaiko		

Staff Members Present

Berrin Nejad, Community Development Director
Christina Papa, Administrative Coordinator, Recorder

APPROVAL OF MINUTES OF NOVEMBER 17, 2014-REGULAR MEETING

Motion: ***To approve the minutes of 11/17/2014-regular meeting***

Made by: ***Commissioner Williams***

Second: ***Commissioner Rosen***

Vote: ***Unanimous***

CALL TO THE PUBLIC (NONE)

UNFINISHED BUSINESS (NONE)

NEW BUSINESS

1. **DR 14-013 IMMACULATE CONCEPTION SCHOOL** – Design Review approval for construction of a 15,500 square foot school building, to be located on a vacant portion of land at 700 N. Bill Gray Road, zoned CF(Community Facility).

Director Nejad began meeting with a summary of Design Review for the project. Below is Nejad's report:

The applicant is requesting approval of a Design Review application for construction of a 15,500 square foot school building, to be located on a vacant portion of land at 700 N. Bill Gray Road, zoned CF (Community Facility).

PROJECT DATA AND FACTS:

Property Owner	Immaculate Conception Catholic Parish Inc.
Applicant/Representative	Immaculate Conception Parish/Bob Backus
Location of Property	700 N Bill Gray Road.
Present Zoning and Land Use	CF (Community Facility). Property currently has a church, social hall, cemetery, and parking lot on site.
Description of Applicant's Request	Construction of a ~15,500 square foot school.

LAND USE:

Description and Character of Surrounding Area
The site is on the north side of State Route 89A, at the junction of 89A and Bill Gray Road. The site currently has a church, social hall, cemetery, and parking lot. There are large portions of vacant land that will be developed in the future.
North: Vacant State Trust Land outside city limits.
East: Tao Fellowship – AR-70 (Agricultural/Residential)
South: Vacant land – PAD (Planned Area Development)
West: Vacant land – AR-70 (Agricultural/Residential)

PROJECT PROPOSAL:

Background	
<p>The project site is the current location of the Immaculate Conception Roman Catholic Church, social hall, and cemetery. The applicant would like to construct a school to accommodate growing enrollment of K through 8th grade students and allow the school to be at the same location as the church. The current school is located in a small building outside the city limits and a few miles from the church.</p>	
<p>The proposed use is in accordance with Community Facility uses in this area. It also meets the requirements of the CF zoning designations, which allows churches and schools.</p>	

Site Design

Land Use	
Parcel Size	15.927 acres (693,785 s.f.)
Existing Buildings	39,217 s.f.
Proposed school	15,552 s.f.
Total Buildings	54,769 s.f. (.079%)
Parking and Roadway	188,475 s.f. (27%)
Open areas	65%

Structure Design

Number and Proposed Use of Building	<p>1 site built grade school.</p> <p>2 other buildings exist on site.</p>
Number of Stories	1
Square Footage	~15,500 square feet

Lighting:

Lighting will comply with Dark Sky regulations. Applicant has submitted lighting plans and lumen counts meeting all requirements.

Signage:

The applicant has not submitted any sign plans for the school. There is an existing monument sign located along State Route 89A for the existing church.

Access:

Access will be available via the church entrance off Bill Grey Road, and the school will utilize the current parking lot available to the church.

Landscape Plans:

A landscaping plan has been submitted and reviewed by staff. Existing landscaping will remain around the currently developed portions of the property and new landscaping will be installed surrounding the school.

Utilities:

The applicant will complete all necessary off-site and on-site infrastructure improvements needed to comply with city codes for new developments regarding wastewater, water, electrical, and gas.

Architecture, Materials, Colors:

The exterior is designed to blend with the colors/textures of the current church located on the property. The exterior will be stucco to match the current buildings on site.

CRB Review:

This project was reviewed by the Code Review Board on November 18, 2014 and applicant will meet all requirements from staff to construct the school.

RECOMMENDATION:

Staff has reviewed this project and finds it fits within the Cottonwood zoning requirements, therefore recommends approval subject to the following stipulations:

1. That the school is developed in conformance with the site and landscape plans submitted 12-01-14 and as may be further modified by the Design Review Board.
2. That the school conforms to all Code Review Board comments dated 11-24-14.
3. Any other stipulations the Commission deems necessary.

Director Nejad mentioned that the applicant is to work details out with the utility department, as that department has notified staff that any new development will require a wastewater treatment facility, this will be the last development that will be allowed to have septic.

Commissioner Williams asked if this additional stipulation should be in the motion. Staff responded yes, and the applicant is aware of the stipulation. Commissioner Rosen asked the applicant if the current septic system is ok. Applicant responded that they are putting in a septic system for the school, future plan with neighboring property owner is to put in a new treatment center out there. The estimated current occupancy is about 315 children and adults, allowing for growth, leech field out in the ball field. Fixture count will be provided to the City when the engineer gets back to them. The building will be stucco and a clay tile roof to match what is existing. Commissioner Pasliko asked in the S1 drawing there are two septic systems, and in addition there will be a treatment facility. Applicant responded that was correct, currently there is the one septic system, they will add a new one for this project, and all future development will require them to build a Wastewater Treatment Facility. Commissioner Wilder expressed concerns over the ball

field lights and still be in conformance to the Dark Sky Ordinance. Applicant said that there will be not lights, the ball field is intended for daytime use. Chairman Kiyler thought that the project fit in very well.

Motion: *DR 14-013 Construction of a grade school subject to the following three (3) stipulations:*

- 1. That the school is developed in conformance with the site and landscape plans submitted 12-01-14 and as may be further modified by the Design Review Board.*
- 2. That the school conforms to all Code Review Board comments dated 11-24-14.*
- 3. All utility plans are approved by City staff.*

Made by: *Commissioner Williams*
Second: *Commissioner Wasden*
Vote: *Unanimous*

DISCUSSION ITEMS/ 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. Masonic Lodge, 89 Vine, Tao, and Catholic Church.*
- 2. Building Official Vacancy.*
- 3. Follow up on Conditional Use Permits.*
- 4. Legalities of revoking a Conditional Use Permit.*

ADJOURNMENT

Meeting adjourned at 7:05 p.m.