Official Minutes of the City of Cottonwood
Planning & Zoning Commission Regular Meeting
Held, SEPTEMBER 19, 2016, 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 Kiyler
Thomas Narwid
Suzanne Poslaiko
Vice Chairman Robert Williams
Judd Wasden
Jean Wilder

Planning & Zoning Commission Members Absent (NONE)

Staff Members Present

Berrin Nejad, Community Development Manager
Scott Ellis, Community Development Planner
Jim Padgett, Community Development Assistant Planner/Code Enforcement Coordinator
Carolyn Pettengill, Community Development Administrative Assistant
Christina Anderson, Planning Technician, Recorder

APPROVAL OF MINUTES OF AUGUST 15, 2016-REGULAR MEETING

Motion: ***To approve the minutes of 8/15/2016-regular meeting***

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

CALL TO THE PUBLIC (NONE)

OLD BUSINESS (NONE)

NEW BUSINESS

1. **DR 16-018 BLACK BEAR DINER-** Request for Design Review Approval for the exterior remodel of an existing restaurant. Address: 1041 S. State Route 260 and 1041 State Route 89A. APN: 406-04-044A & 406-04-056A. Owner: Niki 89A LLC. Agent: Steven Frome. Below is Scott Ellis's Report.

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STAFF REPORT

TO: Planning and Zoning Commission

FROM: Scott Ellis, Planner

THROUGH: Berrin Nejad, Community Development Director

HEARING DATE: September 19, 2016

PROJECT NUMBER: **DR 16-018 Black Bear Diner**

The applicant is requesting approval of a Design Review application for the interior and exterior remodel of an existing restaurant. This project was initially reviewed by the Code Review Board on August 9, 2016.

PROJECT DATA AND FACTS:

Applicant/Agent	Steven Frome
Property Owner	NIKI 89A LLC
Location of Property	1041 S. State Route 260 SE Corner of SR 260 & SR 89A
Present Zoning and Land Use	C-2 (Heavy Commercial) Vacant Restaurant
Description of Applicant's Request	Design Review for remodel of an existing restaurant building (former Sizzler building).

LAND USE:

Description and Character of Surrounding Area
North (Across 89A): C-2 (Heavy Commercial) – Fast Food Restaurants - Taco Bell/Panda Express. **East:** C-2 (Heavy Commercial) – Mexican food restaurant. **South** C-2 (Heavy Commercial) – Dental office. **West (Across 89A):** C-2 (Heavy Commercial) & PAD (Planned Area Development) – Retail/Tourism - Cottonwood Chamber of Commerce and Home Depot.

PROJECT PROPOSAL:

Background:
Black Bear Diner intends to do interior and exterior remodeling of the existing restaurant building located on the site. The property was most recently used as a Sizzler restaurant which shut down earlier this year. Building and site conditions will stay relatively the same, with façade upgrades, new paint, and new signage among other items. No use restrictions or special permits are required for the proposed use of this building as indicated by the applicant.

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BUILDING AND STRUCTURE DESIGN:

The existing building is approximately 6,100 square feet and will remain in place with interior and exterior changes to accommodate the new tenant's restaurant brand.

Architecture, Materials, Colors:
The stucco exterior of the building will remain and be repaired and repainted, new wood entry columns, new landscape wood sculpture for the Black Bear theme, a new stone façade wainscot applied to the base of the building, new signage, and recoating and restriping of the parking lot will encompass the exterior upgrades to the site. New murals will be adhered to the building with a painted wood frame.

A Hunter Green color will be used for the stucco accent bands at the roof edge, soffit, and trim accents. Brookline Beige will be used as a wall field color, and Jackson tan will be used for the wall pier accents (see attached color samples).

SITE PLAN:

Total parcel area is approximately 62,726 square feet (1.44 acres on two parcels).

Parking:
The existing parking lot will be recoated and restriped to accommodate the required number of stalls. A total of 93 parking spaces will be provided, 6 of which will be handicap accessible.

Lighting:
New LED lighting will replace the existing lighting at the building facades and soffits, and in the parking lot. Gooseneck barn lighting will be used above the building signage. All lighting will meet dark sky requirements.

Signage:
An existing monument sign sits on the northwest corner of the property. The intent is to use the current sign base and replace the actual sign with a new, internally illuminated 60 square foot sign. The sign will have white Lexon faces with a black vinyl overlay (see attached sign plan). New building signs will be added to the exterior with illumination provided by gooseneck barn lights pointing down. The size of these signs is to be determined, however, the applicant will be required to meet all city codes regarding sign size allowances.

Access/Driveways:
The existing driveway access off SR 260 and SR 89A will remain the same. Staff is awaiting ADOT verification that no changes need to be made to access the site. The applicant will inform staff of any ADOT requirements once received. All other driveway and sidewalk details will be reviewed and approved by City engineering staff.

Landscape Plan:
Landscaping will remain and the applicant will clean and trim the existing landscaping. The applicant has also indicated adding some color landscaping around the building only.

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Utilities:
All necessary utilities for the site are existing.

CRB Review:
This project was reviewed by the Code Review Board on August 9, 2016. The applicant will need to meet all requirements as indicated in the meeting comments.

STIPULATIONS:
If approved, staff recommends the following stipulations:

1. That the project is developed in conformance with the development plans submitted for the September 19, 2016 meeting and as may be further modified by the Planning and Zoning Commission.
2. That the project conforms to Code Review Board comments dated August 11, 2016.
3. A Certificate of Zoning Compliance documenting the completion of Design Review conditions shall be issued prior to the Certificate of Occupancy.
4. Any other stipulations the Planning & Zoning Commission deems necessary.

Chairman Kiyler began discussion asking for any questions of commission with no response. Applicant commented that work of outside is facade and will have bear sculptures. The site lighting will utilize what was existing (Sizzler) and that the appropriate submissions were made to DOT for entryways for approval (Traffic Study). Commissioner Poslaiko noted a discrepancy with the murals (DR04 portal page), stating that this Diner had a more Arizona perspective, than others in Colorado, and noted reference to Pages 301-302. Applicant responded that this location's colors were slightly different in colors and made more sense for this locale. Commissioner Narwid inquired about security and next steps. Applicant added that would be secured and also stated going forward with drawings for internal work which takes 3-4 weeks for response and 8-10 weeks for the material work. Commissioner Wasden inquired about the time allotted for the interior with response from Applicant with 3-5 weeks through construction period and 8-10 weeks on exterior. Commission Kiyler brought up the neighboring Panda Express, asking how the white color in their sign compared. Applicant responded that the Diner was more black than white and actually is quite different. Vice Chairman Williams also added that to be sure that the main sign is more opaque as to omit glare to keep with the community's dark sky commitment. Discussion. Commissioners Wilder and Poslaiko both agreed that the Diner fits in with other restaurants and is attractive and the addition of the stones ties in with other structures. Commissioner Narwid and Vice Chairman also agree that it's a good plan and a good looking building.

Motion: ***To Approve DR-016-018 Black Bear Diner for Design Review Approval for the exterior remodel of an existing restaurant with the following stipulations:***

1. **That the project is developed in accordance with the development plans submitted for the September 19, 2016 meeting.**
2. **That the project conforms to the Code Review Board comments dated August 11, 2016.**

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3. **A Certificate of Zoning Compliance documenting the completion of the Design Review conditions shall be issued prior to the Certificate of Occupancy.**
4. **Staff approval of revised landscape plans.**

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

2. **DR 16-019 MCDONALD'S RENOVATION -** Request for Design Review Approval for the exterior remodel of an existing restaurant. Address: 1129 S. State Route 260. APN: 406-04-153A. Owner: Archland Properties I LLC. Agent: Dan Filuk.

STAFF REPORT

TO: Planning and Zoning Commission

FROM: Jim Padgett, Planner

THROUGH: Berrin Nejad, Community Development Director

HEARING DATE: September 19, 2016

PROJECT NUMBER: **DR 16-019 McDonald's Remodel**

The applicant is requesting approval of a Design Review application for the interior and exterior remodel of an existing restaurant. This project was initially reviewed by the Code Review Board on August 2, 2016.

PROJECT DATA AND FACTS:

Applicant/Agent	Dan Filuk/KDF Architectural Group, LLC
Property Owner	Archland Property I, LLC
Location of Property	1129 S. State Route 260
Present Zoning and Land Use	C-2 (Heavy Commercial) Restaurant
Description of Applicant's Request	Design Review for the interior and exterior remodel of an existing restaurant building and site.

LAND USE:

Description and Character of Surrounding Area
North: C-2 (Heavy Commercial) – Hotel – Verde Valley Inn **East:** AR-20 (Agricultural/Residential) – Vacant Land **South** C-2 (Heavy Commercial) – Retail/CVS Drugstore

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West (Across Hwy 260): PAD (Planned Area Development) – Retail/Fast Food Restaurant - Fry's Shopping Center/Jack in the Box.

PROJECT PROPOSAL:

Background:
McDonald's intends to do interior and exterior remodeling of the existing restaurant building located on the site. Building size and site conditions will stay relatively the same, with façade upgrades, new paint, landscaping, a new drive-through configuration with two ordering stations and a "bail-out" lane, lighting and an updated color scheme. No use restrictions or special permits are required for the proposed use of this building as indicated by the applicant.

The existing building is currently operating as a McDonald's restaurant which will remain in place with interior and exterior changes to accommodate a new updated contemporary motif for the restaurant brand. Project improvements are proposed in 2 phases with the exterior improvements being phase 1 and interior modifications as phase 2.

BUILDING AND STRUCTURE DESIGN:

Architecture, Materials, Colors:

Exterior: The new architectural theme is a nationwide program to update many of its existing restaurants with a recognizable exterior image. The existing mansard roof will be replaced with a continuous parapet, metal trellises and sun shades, accent walls with a tile finish, corrugated metal trim and a new color scheme.

Interior: The only additional square footage to the building will be a small vestibule and a "pull forward" window adjacent to the drive aisle. The interior improvements will include a new counter, larger dining area with the relocation of the wall between the play space and the dining area, and renovated restrooms to remove any ADA barriers.

SITE PLAN:

Total parcel area is approximately 45,497 square feet (1.05 acres). A detailed scope of the project is provided in detail in the project narrative dated 8-16-2016.

Parking:
The parking lot will accommodate the required minimum number of 46 stalls. A total of 49 parking spaces will be provided, 2 of which will be handicap accessible. The existing trash "corral" will be removed and be relocated further to the east to make room for the reconfigured trash corral location.

Lighting:
New contemporary exterior building lighting will replace the existing lighting and will be consistent with the overall design of the new theme. All lighting will meet dark sky requirements.

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Signage:
This proposal for Design Review does not address new signage. The scope of the project does include a new sign plan that will be submitted by others.

Access/Driveways:
The existing driveway access off SR 260 will remain the same. Access to the McDonald's site will remain the same with the parking area between this project and the adjacent CVS drugstore. All other driveway and sidewalk details will be reviewed and approved by City engineering staff.

Landscape Plan:
Existing landscaping will remain and the applicant will clean and trim the existing landscaping. The applicant has also indicated adding some color landscaping around the building only.

Screening:
The applicant is not proposing a solid wall along the rear of the property adjacent to the AR-20 (Agricultural/Residential) site which is currently vacant agricultural land to the East. The present site does not have a solid wall, however, the newly designed drive through/ordering lanes will be closer to the rear property line than currently exists. In order to accomplish this, some existing landscaping providing a buffer to the adjacent property may be eliminated to accommodate the drive through lane. Staff is requesting that a solid wall, consistent with the material of the trash corral be provided along the rear (East) property line.

Section 407(E)(2)(c) identifies that landscaping may be required for purposes of screening, buffering or to provide continuity of development or aesthetic purposes.
Section 419(D)(7) requires a commercial use to be screened from the residential property by a solid masonry or solid material fence six feet (6') in height.

Section 501 of the Zoning Code requires the Planning and Zoning Administrator to submit a recommendation based on "Findings of Fact". Based on the Commercial use of the subject site, it is recommended that a solid masonry wall be provided along the rear (East) property line. This would mitigate a commercial use next to a residential zoning district. This would also lessen the impact of vehicle noise or headlight glare, and noise generated from the drive through locations.

Utilities:
All necessary utilities for the site are existing.

CRB Review:
This project was reviewed by the Code Review Board on August 2, 2016. The applicant will need to meet all requirements as indicated in the meeting comments.

STIPULATIONS:
If approved, staff recommends the following stipulations:

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1. That the project is developed in conformance with the development plans submitted for the September 19, 2016 meeting and as may be further modified by the Planning and Zoning Commission.
2. That the project conforms to Code Review Board comments dated August 3rd, 2016.
3. That a solid 6' masonry wall be provided along the rear (East) property line.
4. A Certificate of Zoning Compliance documenting the completion of Design Review conditions shall be issued prior to the Certificate of Occupancy.
5. Any other stipulations the Planning & Zoning Commission deems necessary.

Dan Filuk began with stating that the packets show better color than the screen shots in the presentation. For the materials, tile (sample presented) will be on front and then corrugated sample in lieu of what is there, more contemporary, with metal at the top. Lighting will be similar to Black Bear with new LED lights, shielded. Front lights will be translucent white, non-glaring. Commissioner Wasden has no issues with the block wall and the property line and agrees with the look of the interior work. Dan Filuk agreed that the décor should begin with work for flow and timeline is April, with 6-8 weeks start to finish. Commissioner Wilder added that he is glad to see reinvestment in the building and area and Commissioner Poslaiko was happy to hear the building was on the renovation list. Vice Chairman made a statement asking if the signs were under separate contract or permit application and if the design review is as shown or different. Jim Padgett responded that applicant had submitted signage specs with details and the signs would be under a separate permit. Vice Chairman Williams reiterated that all of that gets approval and if there are any changes, to see it once again before approval. This will be added as a stipulation as approved by staff.

Motion: ***To approve DR 16-019 McDonald's Remodel with the following stipulations:***

1. **That the project is developed in conformance with the development plans submitted for the September 19, 2016 meeting.**
2. **That the project conforms to Code Review Board comments dated August 3rd, 2016.**
3. **That a solid 6' masonry wall be provided along the rear (East) property line.**
4. **A Certificate of Zoning Compliance documenting the completion of Design Review conditions shall be issued prior to the Certificate of Occupancy.**
5. **Signage approval by staff, unless radically altered by what was presented tonight.**

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

3. **Z16-003 & DR 16-014 LEMAIN DEVELOPMENT-** Consideration of a zone change and design review of two parcels from C-1 (Light Commercial) zoning to

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PAD (Planned Area Development) zoning for proposed mixed-use commercial/residential units in Old Town Cottonwood. APN: 406-22-014 and 406-22-022A. Address: 920 N. Main Street and 925 N. Cactus Street. Owner: LeMain 919 LLC and Cactus Development LLC. Agent: Steve Biasini.

STAFF REPORT

TO: Planning and Zoning Commission

FROM: Scott Ellis, Planner

THROUGH: Berrin Nejad, Community Development Director

HEARING DATE: September 19, 2016

PROJECT NUMBER: **Z 16-003 & DR 16-014 LeMain Development**

Applicant is requesting a zone change and design review on two (2) parcels from C-1 (Light Commercial) to Planned Area Development (PAD) in order to develop vacant land for construction of one mixed use residential/commercial buildings and one residential building in Old Town Cottonwood.

PROJECT DATA AND FACTS:

Property Owners	LeMain 919 LLC, Cactus Development LLC
Representative	Steve Biasini
Location of Property	920 N. Main Street & 925 N. Cactus Street
Present Zoning and Land Use	C-1 – Light Commercial – Vacant land
Description of Applicant's Request	Rezone two parcels to PAD in order to construct 2 new buildings.

LAND USE:

Adjacent Land Uses and Zoning – Main Street Property	
North:	C-1 (Light Commercial) Retail Shops
South:	C-1 (Light Commercial) Retail Shops
East (across Main St.):	C-1 (Light Commercial) Retail Shops
West:	C-1 (Light Commercial) Vacant Parcel & Future Hotel Expansion

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Adjacent Land Uses and Zoning – Cactus Street Property	
North:	C-1 (Light Commercial) Vacant Parcel
South:	C-1 (Light Commercial) Future Hotel Expansion
East:	C-1 (Light Commercial) Vacant Parcel & Retail Shops
West (across Cactus St.):	R-2 (Single Family/Multiple Family Residential) Single Family Homes & Vacant Parcel

PROJECT PROPOSAL:

Background

The developer owns two vacant parcels adjacent to each other across an alley between N. Cactus St. and N. Main Street in Old Town Cottonwood. The intent is to provide an in-fill development by constructing one new multi-use building facing N. Main Street and one new multi-unit residential building facing N. Cactus Street. The lower level of the building located on N. Main Street will be used as commercial space, with the upper two floors being used as residential space. The building facing N. Cactus Street will have a ground level parking garage, with the upper two floors being used as residential space. The residential space will be sold as condominium style housing.

The buildings will be modern, yet will still fit with the surrounding historic buildings lining both streets. The project was presented to the Historic Preservation Commission in March 2016 with a positive reception from the commissioners.

The site consists of two parcels both of which are currently vacant. The applicant would like to rezone the parcels to PAD and build 2 new buildings. The building on Main St. will be three stories with approximately 2,200 square feet of commercial space on the lower floor, and 3 residential units on the two upper floors ranging from 1,100 square feet to 1,800 square feet.

The Cactus Street building will provide two residential floors situated above a ground level parking garage. A total of 6 residential units will be offered for sale in this building ranging from 950 to 1,400 square feet. Both buildings will be a maximum 35 feet in height. A total of 9 residential units will be sold between the two buildings.

The proposed use does not conflict with the city's General Plan and does not require an amendment.

Structure Design

Number and Proposed Use of Building	9 new residential units
Number of Stories	2 (plus parking) - 3

Parking

The Main Street building is located in the Cottonwood Historic District and is exempt from parking requirements as set forth in Section 404 of the City's Zoning Ordinance.

The Cactus Street building will require additional off-street parking spaces. The applicant is proposing a ground level parking garage below the two residential floors on this building. This parking garage will accommodate a maximum of 8 off-street parking spaces.

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The garage will have two doors, one facing Cactus Street and the other on the alley. Entry to the parking garage will be from Cactus Street and the exit will be into the alley.

It is the intent of the developer to provide reserved parking for 8 of the 9 residential units to be sold. One unit will be sold without a dedicated off-street parking space.

Lighting:
All lighting will be designed to be in compliance with Section 408 of the City of Cottonwood Outdoor Lighting Ordinance and will be required to meet all Dark Sky requirements. Lighting will consist of recessed fixtures beneath the overhanging decks. No wall mounted lighting fixtures will be used.

Signage:
No signage has been proposed for this project. Any commercial signs to be used for the commercial portions of the building will require a separate sign permit submittal to be approved by staff.

Access:
Access to the Main Street building will be from Main Street and from the rear of the building off the alley. This will provide access to the commercial portion of the building only. Residential tenants will have access through a secured entry door at the rear of the building.

Access to the Cactus Street building will be from a secured front entry door with stairs and an elevator from the parking garage. The parking garage will be entered off Cactus Street and exit into the alley.

Landscaping:
Landscaping will match surrounding businesses by using Rayber Ash, Desert Willow, Manzanita, Myoporum as a groundcover. Both buildings will have courtyards at the entrances with brick pavers.

Utilities:
All utilities are available to the site.

CRB Review:
This project was reviewed by the Code Review Board on July 21, 2015 and November 25, 2015. The applicant will comply with all comments prior to development of site.

Architecture, Materials, Colors:
The design of the buildings will be modern but will keep with the existing historical feel of the neighboring buildings in Old Town. The exteriors will consist of stucco finishes with brick enhancements on the front and rear façade. Metal railings and decks and old fashioned corrugated roof porch/patio covers will also be incorporated. Stucco coloring will be in line with the brick colors of Highland Grey. Salvaged construction materials of a historic nature will be used for interior design accents in both buildings.

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Site Development Standards:
The Main St. building is proposed as a three-story building, exceeding the 2 ½ story limit set by the City's Zoning Ordinance. The maximum height of the building as allowed by the ordinance is 35 feet, which the developer does not intend to exceed. Buildings in excess of 2 ½ stories or 35 feet in height are permitted with a Conditional Use Permit, however, due to the nature of PAD zoning, a Conditional Use Permit would not be warranted for this project. Building coverage for this parcel will be 100%, which is typical for smaller Old Town lots.

This building will also have a deck that projects 5 feet into the City right-of-way above the sidewalk, providing some coverage over the first floor entry. There will also be decks on the second and third floors on the alley side, projecting 3 feet into the alley. City Council will need to approve an encroachment agreement with the property owner to allow the Main St. building decks to overhang above City right-of-way. This is scheduled for the September 20th City Council meeting.

The Cactus Street building will be two-stories set above a parking garage on the ground level. The building height will not exceed 35 feet. The garage will accommodate 8 vehicles and will have garage doors on both sides (Cactus St. entrance and alley exit). Building coverage will be approximately 86% with approximately 5.57% open space in the form of a landscaped area, courtyard, and outdoor seating.

PAD zoning allows for a developer to propose setbacks which are different than in regular zoning designations. For this building the developer is proposing zero side yard setbacks, a 10 foot front setback, and a 15 foot rear setback (measured from the center of the alley).

GENERAL PLAN:

Analysis: As per Arizona Revised Statutes (ARS), a change of zoning must conform to the adopted General Plan of the municipality as relates to the range of uses, densities and intensities indicated in the land use element. Such conditions are specifically described through the Land Use Map. The applicable section of ARS Title 9 (Cities) is as follows:

> ARS 9-462.01. Zoning regulations; public hearing; definitions
> F. All zoning and rezoning ordinances or regulations adopted under this article shall be consistent with and conform to the adopted general plan of the municipality, if any, as adopted under article 6 of this chapter. In the case of uncertainty in construing or applying the conformity of any part of a proposed rezoning ordinance to the adopted general plan of the municipality, the ordinance shall be construed in a manner that will further the implementation of, and not be contrary to, the goals, policies and applicable elements of the general plan. A rezoning ordinance conforms to the land use element of the general plan if it proposes land uses, densities or intensities within the range of identified uses, densities and intensities of the land use element of the general plan.

GENERAL PLAN CONFORMANCE:

The General Plan 2025 indicates the Land Use classification for this area as General Commercial.

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The State Statute allows such rezoning requests to be considered in terms of goals and policies of the General Plan. In addition, the applicable State Statute section describes the method for making such determination as such: "the [rezoning] ordinance shall be construed in a manner that will further the implementation of, and not be contrary to, the goals, policies and applicable elements of the general plan." In this case, the General Plan supports commercial use in this area. The proposed PAD zoning is indicated as in conformance with General Plan goals for this area.

STAFF REVIEW:

Staff has reviewed this submittal and finds the overall proposed use of the land meets General Plan guidelines, would be a good in-fill development for the Old Town area, and provides a high quality mixed-use establishment for the area.
The applicant held the required neighborhood meeting as received generally positive feedback from neighboring property owners regarding the project. An agreement is being worked on between the property owner, and adjacent property owner, and the City of Cottonwood to design and improve the alley that runs from W. Pima St. to W. Pinal St. The intent is to make the alley a welcoming part of this project and a hotel expansion project. The alley will accommodate one way traffic only.

RECOMMENDATION:

If approved, staff recommends the following stipulations:

1. That the project is developed in accordance with the Master Development Plan submitted on August 22, 2016 and as may be further modified by the Planning & Zoning Commission.
2. That the project conforms to code review board comments dated July 23, 2015 and November 25, 2015.
3. Any other required supporting documentation is submitted to staff and approved (i.e. drainage reports, surveys, etc.).
4. The decks overhanging the City of Cottonwood right-of-way are approved by City Council in the form of an encroachment agreement.
5. The property owner develops the alley in accordance with City standards.
6. A Certificate of Zoning Compliance documenting the completion of conditions shall be issued by the timeframe specified.
7. Any other stipulations the commission deems necessary.

Vice Chairman Kiyler confirmed this project borders Cactus Street and the neighbor, Tavern. Commissioner Narwid states that Council does not make approvals of balconies facing Main Street, which affect aesthetics, and usually go back to design review. Scott Ellis replied that the Architect would have to answer anything with design but that Council was to approve first but did not happen. Commissioner Narwid went on to reiterate for parking, there's 8 spaces provided for 9 units with one missing, which puts stress on parking. Scott Ellis answered that one unit would be sold without a parking spot and that overnight parking is allowed on Main. Concerning the driveway off Cactus Street, contacting Public Works may be feasible for options. Commissioner Poslaiko stressed concern about parking with the statement of drainage to 100% lot coverage, 95% property fronting Cactus Street. Option for property owners could be paving alley or another state-

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of-art solution? Scott Ellis responded if developers were to pay for that and what requirements would be needed to do this work and would have to be addressed. Vice Chairman Williams stated the zoning in front of the building with no requirements for parking. Scott Ellis replied that any structure in front of Main Street is exempt. Chairman Kiyler added that parking for Cactus Street and Scott reiterated that they only have plans for 8 spots. Commissioner Poslaiko added in that for the Tavern, they are also short spaces and now this will add problems for Cactus Street. Consider looking at restriping the existing Main Street parking spaces as they are very large. Vice Chairman Williams then inquired about lot to the north with Scott reply of this parcel being privately owned, with Chairman Kiyler adding that actual parcel is owned by the Tavern Hotel.

Steve Biasini speaks and states he has owned the property since 1977 and the lot was used as an outdoor nursery. With no drainage with lot line, Cactus Street needs to address retention. If decks are not approved this would change facade and would consider back up decks into proposed buildings to make patio decks instead. Main Street is as high as commercial with third floor not as intrusive. Zoning ordinances that exist would allow 8 parking spots under building, with 1,600 sq. ft. of space of commercial. Current C1 zoning cannot be commercial of 5,000 sq. ft. unless combined with neighbors.

Commissioner Wasden asked about project timeframe. Steve Biasini replied it should be about five month's construction, with Main Street first, then Cactus. If nest the two and work on both would take about 1-2 years. Both Vice Chairman Williams and Commissioner Poslaiko both stated the mixed space is nice and architecturally pleasing. Vice Chairman Williams believes that units need subdivision approval and need to solve parking issue. Chairman Kiyler inquired if one of the condos could be eliminated and that was an option. Steve Biasini finished conversation that with parking, there would be two on Main Street. Entrance would be from alley which would create an urban situation. Option would be to talk with neighbor Tavern for additional parking space.

Pamela Pollack, nearby resident/owner of 9301 Cactus Street, addresses the Commissioners stating that parking in front of property is a problem and need to address. The building overhang is a bad precedence with the possibility of people throwing things off which becomes a safety issue. Chairman Kiyler thanks Ms. Pollack and states that for future, to please submit request to speak at Commission 72 hours ahead of date.

Paul Cate, nearby resident/owner of 1015 N. Cactus Street, also reiterates that the parking on Cactus Street a general problem. More parking is needed in area and this new project would allow more people to park in front of existing residences. With all other buildings one story, the wall facing north is inappropriate and well out of scope as Cactus is considered a quaint street.

Commissioner Narwid reverted back to Scott Ellis asking about Cactus Street, property with apartments, other options? Scott Ellis replied that this is currently C1 zoning, light commercial. Commissioner Narwid went on, if only two story, how many parking spaces with Scott Ellis' replying that that would be dependent on usable floor area. 10 parking places then providing 8. Commissioner Wasden added that parking is not all that pressing and the architecture is based on opinion. Feels 2nd story takes away from Main Street but City would have to address issues. Commissioner Wilder has mixed feelings as Pensacola has begun same structures downtown, which also has created massive parking problem.

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Commissioner Poslaiko agrees and has no problem with 2nd floor and with parking, buyer may not be looking to park more than one car. Vice Chairman Williams still has visual concerns on Cactus with facade change, pulling in 12 ft. would break up line of 3rd story and Steve Biasini replied that a step back could be done and retreat on elevation. Chairman Kiyler states worst case scenario people would have two cars, but Fire Department Code may have problem with set-up and need to consider other residents. Commissioner Wasden adds that people not bothered by walking as in other urban settings. Vice Chairman Williams suggests that the Commission table the design review (due to facade change) and put on calendar for next meeting. Steve Biasini then replies that could this be approved with stipulation with stepping facade back, as the zoning moving forward is pertinent. Vice Chairman Williams states would want to see that change at next meeting and by then, will know about City Council's approval.

1st Motion: Recommend approval to City Council Z-16-003 LeMain Development from a C-1 to a PAD zone with the following stipulations:

1. **That the project is developed in accordance with the Master Development Plan submitted on August 22, 2016 and as may be further modified by the Planning & Zoning Commission.**
2. **That the project conforms to code review board comments dated July 23, 2015 and November 25, 2015.**
3. **Any other required supporting documentation is submitted to staff and approved (i.e. drainage reports, surveys, etc.).**
4. **The decks overhanging the City of Cottonwood right-of-way are approved by the City Council in the form of an encroachment agreement.**
5. **The property owner develops the alley in accordance with City standards.**
6. **A Certificate of Zoning Compliance documenting the completion of conditions shall be issued by the timeframe specified.**

Made by: ***Vice Chairman Williams***
Second: ***Commissioner Narwid***
Vote: ***Unanimous***

2nd Motion: Table DR 16-014 LeMain Development Design Review until next scheduled P&Z Meeting of 10/17/2016.

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

DISCUSSION ITEMS (NONE)

INFORMATIONAL REPORTS AND UPDATES

There was a brief update/discussion in regards to the following, no action was taken, and these were only for informational purposes.

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1. Hippie Emporium.
2. Announcement of Clarkdale Halloween event scheduled for Saturday, 10/29, to benefit both the Verde Valley Humane Society and Jerome Humane Society. All dogs and cats are invited to adorn their scariest and cutest attire.
3. P&Z has many upcoming meetings and possibilities in the works.
4. One new P&Z committee member being appointed.

ADJOURNMENT

Meeting adjourned at 7:46 p.m.

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

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