

SUMMARY REPORT  
OF ACTION TAKEN AT THE APRIL 16, 2012 REGULAR MEETING OF THE  
COTTONWOOD PLANNING AND ZONING COMMISSION

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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).

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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  
Jean Wilder

Robert Williams  
Raymond Cox

Commissioner Speer 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 JANUARY 23, 2012

***Motion:***            ***Approve minutes from 01/23/2012 as written***

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

***Second:***        ***Commissioner Williams***

***Vote:***            ***Unanimous***

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.

Planner Scully presented the Commission with the recent changes to Section 405, mainly involving the size, brightness and display time of the electronic display panel.

No action taken. Item to be continued on May 21, 2012.

2. **GP 12-002** Consideration of a Public Involvement Program and Policy associated with the pending review and re-adoption of the Cottonwood General Plan.

**Motion:** *To recommend approval of GP 12-002*  
**Made by:** *Vice Chair Lovett*  
**Second:** *Commissioner Wasden*  
**Vote:** *Unanimous*

## NEW BUSINESS

1. **Z 12-001 / DR 12-001** Consideration of a request for a zoning change from C-1 (Light Commercial) and AR-43 (Agricultural / Residential) to C-2 (Heavy Commercial) on a 1.2 acre site located along the south side of SR 89A, approximately 200 feet west of its intersection with South 12<sup>th</sup> Street. The request also includes consideration of the associated Design Review application for a 7,000 square foot Discount Tire retail facility and service garage, access, parking and landscaping improvements. Address: 1175 E. 89A. APN: 406-05-036Q and 46-05-036R. Applicant: DHB Real Estate LLC / Discount Tire. Agent: Sterling Margetts.

**Motion:** *To approve Z 12-001 and DR 12-001 with the following four stipulations:*

- 1. That the site be developed in conformance with the letter of intent and site proposal dated 3/19/12.*
- 2. That the applicant submit a proposal for traffic calming adjacent to the front entry.*
- 3. That the front and side windows be tinted to prevent streetside glare.*
- 4. That all Code Review issues be addressed.*

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

2. **DR 12-005** Consideration of a Design Review application for the proposed 1,600 square foot expansion to the existing Chaparral Bar in order to support new office and storage areas, bathrooms, billiard room and egress areas. Address: 325 South Main Street. APN: 406-45-074F. Owner/Applicant: Riffel Trust.

**Motion:** *To approve DR 12-005 with the following seven stipulations:*

- 1. That the site be developed in conformance with the letter of intent and site development proposal dated March/2012.*
- 2. That the applicant provide an off-site parking agreement which satisfies the parking code requirements. Accommodations for special event parking shall be considered as part of separate event permit requests.*
- 3. That the rear parking area be surfaced subject to approval by City Engineering.*
- 4. That fire sprinklers be installed subject to Fire Department requirements.*
- 5. That front access to the open breezeway be obstructed in order to confine liquor consumption to within the premises.*
- 6. That a landscaping proposal be submitted for staff approval which addresses the streetside planter area.*

**7. That all other Code Review issues be addressed.**

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

3. **DR 12-006** Referral of a proposal for a 600 square foot mural to be located on the east side of a building located at 1039 North Main Street. APN: 406-22-210. Owner: John Livingston.

Chairman Kiyler excused himself from the discussion due to personal relationship with owner.

**Motion:** To approve DR 12-006

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

**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 8:10 p.m.