

SUMMARY REPORT
OF ACTION TAKEN AT THE JUNE 18, 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
Jean Wilder

Diane Lovett, Vice Chair
Don Speer

Robert Williams
Raymond Cox

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
Dan Lueder, Development Services General Manager

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 APRIL 16, 2012

Motion: ***Approve minutes from 04/16/2012 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.

Motion: ***To recommend approval of ZO 11-012 to the City Council.***

Made by: ***Vice Chairman Lovett***
Second: ***Commissioner Cox***
Vote: ***Unanimous***

NEW BUSINESS

1. **PCU 08-002** Review of a Conditional Use Permit for on-site processing of an existing slag pile. The facility would be located on a portion of a 12.25 acre parcel zoned CF (Commercial Facilities), just west of the Verde Valley Fairgrounds. The site is also north of 89A between 6th and 12th Streets. APN: 406-42-097M. Owner: Verde Valley Fair Association. Agent: Tom Hurkett, Minerals Research and Recovery, Inc.

Motion: *To approve PCU 08-002 with the following four stipulations:*

1. *That the site be developed in conformance to the submitted site plan and stipulations from 3-17-08; as modified by the Commission on October 20, 2008 (regarding the second access to Sixth Street).*
2. *That the site improvements also conform to the Design Review Board action on 9-28-08.*
3. *That a grading permit be secured prior to commencing access improvements.*
4. *That PCU 08-002 be reviewed in one (1) year.*

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

2. **PAD / DR 12-003** Request for amendments to the Master Development Plan for a mixed use Planned Area of Development approved in 2006, formally known as the “New Old Town.” The proposal includes new architectural elevations for the project; as well as a request to divide the project into two (2) phases. The site is located on 0.57 acres zoned PAD (Planned Area of Development), at the northwest corner of N. 8th Street and N. Main Street, including all of the property from N. 8th Street west to the alley. APN: 406-38-127A, 406-38-127B, 406-38-127C and 406-38-127D (Lots 1-4 of the New Old Town Subdivision). Owner: Candlewood Green, LLC. Agent: Reynold Radoccia.

Motion: *To approve PAD / DR 12-003 with the following four stipulations:*

1. *That the proposal be developed in conformance to the submittal dated 4-19-12; and the Letter of Intent, dated 4-26-12.*
2. *That the applicant provide for water meter, tap and service line as established by the related agreement dated 6-14-12.*
3. *That all other Code Review comments be addressed, including placement of a new fire hydrant; removal of the old standpipe at the corner. All required infrastructure and utilities shall be placed prior to issuance of building permits for commercial/residential units.*
4. *That the applicant provide a bound document that functions as the comprehensive Master Development Plan for the project, incorporating all components required to this point.*

Made by: *Vice Chairman Lovett*
Second: *Commissioner Cox*
Vote: *Unanimous*

DISCUSSION ITEMS

1. Update Regarding General Plan Re-Adoption Process

Director Gehlert provided the Commission with the tentative plan of action for the General Plan Re-Adoption process.

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 8:19 p.m.