

MINUTES OF THE SPECIAL JOINT WORK SESSION OF THE CITY COUNCIL AND  
PLANNING & ZONING COMMISSION OF THE CITY OF COTTONWOOD, ARIZONA,  
HELD JUNE 11, 2009 AT 6:00 P.M. AT THE COUNCIL CHAMBERS BUILDING,  
826 N. MAIN STREET, COTTONWOOD, ARIZONA.

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CALL TO ORDER & ROLL CALL

Vice Mayor Pfeifer called the meeting to order at 6:00 p.m. Roll call was taken as follows:

Council Members Present

Karen Pfeifer, Vice Mayor  
Tim Elinski, Council Member  
Duane Kirby, Council Member  
Linda Norman, Council Member

Council Members Absent

Diane Joens, Mayor  
Darold Smith, Council Member  
Terence Pratt, Council Member

Staff Members Present

Doug Bartosh, City Manager  
George Gehlert, Community Development Director  
Richard Smith, Deputy Clerk

Tim Costello, City Engineer  
Kyla Allen, Executive Assistant

Planning & Zoning Commission Members Present

Pat Dixon	Jake Gonzalez	Richard Kevin	Raymond Cox
Ed Kiyler, Chair	Diane Lovett	Judd Wasden	

REPORT ON IMPLEMENTATION OF LAND USE ELEMENT

Mr. Gehlert stated this was the second part of a yearly update on the General Development Plan mandated by the State. The plan was adopted in 2003 by the City Council and ratified by the voters in 2004. Of the nine elements, four would be discussed tonight. Much of the information used to create the plan was now a decade old and due for revision soon. Regional land use and planning was a new concept in Arizona, with Yavapai County being the first to create a plan. It addressed retaining our function as the market hub in the Verde Valley, the importance of reserving ample sites for commercial and industrial areas, retaining our status as the regional medical center, working to encourage the development of the airport industrial center, and our role as a high volume retail market center, provider of regional recreation, and the importance of providing the infrastructure to make those things happen. One highlight was the lack of available buildings in the city as well as the perception of the need for adding housing variety. There was the challenge of freeway access as development occurred along the Highway 260 corridor. The absence of a railway and broadband communications were also concerns. Community separation had always been an issue in the valley. We were landlocked by Clarkdale in the north and west. Annexation of land to the south along the Highway 260 corridor retained control of that

region while the proposed annexation of State Trust Lands to the east would provide a buffer and offer land for necessary hub industries. Compact development was seen as the least costly and most efficient for the community. There was the infrastructure to support it and mixed uses could be facilitated. The water and sewer systems were primary means of controlling growth. Interior density patterns had been encouraged. Last year the planned area development (PAD) code was updated to provide incentives to develop interior to the city instead of moving outward. Better advantage should be taken of infill sites and their marketability highlighted.

Mr. Bob Richards, of Cottonwood, asked how much area was available in the city for infill development.

Mr. Gehlert stated despite annexations, developers had run out of easy land to build on and commercial developers stated there was a shortage of suitable sites. Residential areas were about fifty percent built up. Multi-family zoning was still vacant as were some single family areas, largely due to the economy.

#### REPORT ON IMPLEMENTATION OF CIRCULATION ELEMENT

Mr. Gehlert stated alternative transportation methods were being promoted. Traffic congestion continued and would not abate in the future since there was little possibility of remedying it by means of by-passes except constructing a new one along the west side of the city.

Council Member Kirby stated the painted "pork chop" turn control at Main and El Camino Real needed to be made into one of concrete to ensure safety at that intersection.

Mr. Gehlert stated better street standards should be developed. This would include improving streetscapes to making streets more pleasant for pedestrians. Better maintenance and street calming were issues to be planned for and implemented. New streets had been added and plans are currently underway to improve several other major arteries.

Council Member Elinski stated there should be an inventory of sidewalks that needed to be put in for better pedestrian access across town. Areas that lacked sidewalks should be infilled and a fund set aside to do so, especially to enable people to come down to Old Town.

Mr. Wasden asked how the traffic count in Old Town compared to that around Safeway where there were 40,000 cars per day. There was a pedestrian safety issue.

Mr. Costello stated it was around 35,000 at Safeway but only 7,500 in Old Town. Crosswalks were painted annually but major crosswalk changes and upgrades would have to await pavement replacement.

Council Member Elinski stated there should be a raised median at either end of the business district in Old Town, or even at 10th Street, to slow traffic and there should be signs designating Old Town a historic district.

Mr. Costello stated the best opportunity to do such a thing would be when the pavement was replaced in about five years. Grants had been requested which, if awarded, would allow the project to go ahead sooner.

Vice Mayor Pfeifer asked why, other than the money issue, the improvements couldn't be made now to make it safer.

Mr. Costello stated it depended on what was proposed. If pavers or other materials were laid down first it complicated the pavement replacement process. Painting or thermo-plastic would be good temporary measures in the interim.

Mr. Bob Oliphant, of Cottonwood, stated he had two recommendations for Old Town's revitalization. The first would be to seek re-accreditation to become a Main Street community. The second was to declare it a redevelopment district to be able to take advantage of various funding programs.

Mr. Bartosh stated that part of the agreement with the Old Town Association would be for them to pursue obtaining Main Street status.

Further discussion ensued about the best traffic calming devices to be employed and whether medians could be fit into the existing street.

Mr. Oliphant suggested lowering the speed limit and promoting the Old Town area out to 10th Street.

Council Member Kirby stated his dislike for medians since they limited access to businesses. The real problem with Main Street was trying to cross it.

There was discussion about cement trucks using Mingus Avenue but the conclusion was their number was no longer an issue. The pavement definitely needed upgrading. Consensus was for the section of Main Street from Circle K into Old Town to be made one lane in each direction with a center turn lane and two bike lanes. Re-marking the lanes would best be done when the pavement was replaced. Tenth Street was scheduled for upgrades in about four years.

#### REPORT ON IMPLEMENTATION OF GROWTH AREAS ELEMENT

Mr. Gehlert stated growth areas were undeveloped areas in the city for which rules needed to be made. State Trust Land annexation would constitute one area, should that process be accomplished. Containment of sprawl along the highways was being reviewed to form "hard edges". A process was being developed to coordinate with other agencies such as ADOT,

the State Land Department, and the Forest Service. Special area planning and utility infrastructure needed to be worked out to support any growth. Various areas were under consideration that would allow the best use and development of the left over blocks of land in the city.

Council Member Elinski stated he would like the improvement district concept looked into more.

Mr. Costello stated there had been no discussions for a while. The last time it was tried it failed badly. A majority of a neighborhood had to agree to an additional tax for local improvements. That was especially difficult in an area with many rental properties.

Council Member Elinski stated that without an aggressive plan we would not be filling in sidewalks and taking care of streetscapes. He wanted it looked into more.

#### GENERAL UPDATES REGARDING PLANNING PROJECTS

Mr. Gehlert stated discussions regarding group homes had begun with the City Council, having passed through the Planning & Zoning Commission (P&ZC). The P&ZC was preparing a new design review manual. The Landscape Code was moving forward and would soon be brought to the City Council. Meetings had been held with the Verde Valley Regional Housing Task Force who would like to conduct a housing study in the valley and hoped to acquire a grant to do so. Cooperative efforts were also underway with the federal government for the 2010 census. The County had posted on its website a multi-modal transportation study. The bicycle plan was expected to be presented to the Council for adoption within a month or two and the regional trails plan was almost complete in tandem with changes being made by the Forest Service.

#### DISCUSSION OF NEXT JOINT WORK SESSION DATE AND AGENDA ITEMS

Mr. Gehlert stated the next joint meeting would be held August 13th, to discuss open space, recreation and environmental planning elements.

#### CALL TO THE PUBLIC

Vice Mayor Pfeifer asked if there was any public comment.

Walt Good, of Cottonwood, stated the cut put in Verde Heights by Groseta Ranch for its drainage was of poor design and should not be accepted in its current condition. Also, Council Member Kirby's statement about the safety issue of turning from Pima Street onto Main Street is quite correct.

#### ADJOURNMENT

Council Member Elinski moved to adjourn. Council Member Kirby seconded the motion, which carried unanimously. The joint meeting adjourned at 7:19 p.m.

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Karen Pfeifer, Vice Mayor

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Richard Smith, Deputy Clerk

CERTIFICATION OF MINUTES

I hereby certify that the attached is a true and correct copy of the minutes of a special joint work session of the City Council of the City of Cottonwood and the Cottonwood Planning and Zoning Commission held on June 11, 2009. I further certify that the meeting was duly called, and that a quorum was present.

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Richard Smith, Deputy Clerk

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Date