



**Presentation by City of Cottonwood, Economic Development Planner, Casey Rooney.**

Casey Rooney, Economic Development Planner for the City of Cottonwood, reported about the development of the Cottonwood Economic Development Council (CEDC), current development projects, and anticipated development. Some highlights of his presentation were as follows.

- CEDC is moving forward.
- Professional web site development is in progress and will put Cottonwood on the radar screen of site selectors. This creates the potential of bringing quality commercial development with the types of jobs that would provide opportunities to retain our young people in the community.
- Mr. Rooney is monitoring current development, working with entities interested in developing in Cottonwood in the near future, working with existing businesses to help them grow and prosper, and working to further promote Cottonwood.
- Current industrial development around the airport will bring in industrial and light manufacturing businesses, which could bring as many as 500 new and quality jobs to Cottonwood in the next three to five years.
- Mr. Rooney's goals are business support, retention, and good growth.

**PCU 05-031 Consideration of a possible amendment to an existing Conditional Use Permit, in order to allow outdoor events, in addition to previously approved uses, on a roughly 6 acres zoned AR- 70 (Agricultural / Residential). The site is located along the east side of Bill Gray Road, adjacent to its intersection with SR 89A. APN 407-23-019. Applicant: Oasis Arabians LLC Agent: Amy Ko.**

Community Development Director George Gehlert presented the staff memo (copy available).

Chairperson Gillespie inquired about the types of special events proposed. Gehlert said the applicant has talked about an open-air market and open-air weddings. Ms. Amy Ko, the applicant's representative, explained that they do not have specific plans but anticipate holding one or two meaningful and huge events per year in addition to what Gehlert described. She said there could be art shows, weddings, or whatever the community needs including a resting area for locals.

The Commission discussed parking issues at length resulting in stipulation number two below.

The Commission discussed with Gehlert if this is "zoning creep" and the appropriateness of rezoning. Mr. Gehlert explained that the proposal is for interim uses with plans to construct a permanent facility in three to five years. The construction could require a zoning change but the conditional use permit is appropriate for the current proposal. The Commission appeared to reach consensus that the conditional use permit was appropriate with staff review of each special event not specified in the application. Gehlert clarified that the conditional use permit would allow the open-air market but anything else would require a special event permit.

No one came forward to speak for or against the project and Gillespie closed the floor to the public.

The Commission discussed the following points, which the stipulations address.

- Off-site parking would necessitate a connecting sidewalk, crosswalk, and directional signage for pedestrian safety.
- Parking along Bill Gray Road should be prohibited.
- There are other parking opportunities if the applicant is unable to secure the agreement with the Catholic Church.
- Vice Chairperson Kiyler recommended that the applicant should hire off-duty police officers for security and traffic control during large events.

*Commissioner Mazzuchelli moved to approve PCU 05-031 with the following nine stipulations.*

- 1. That the site be developed in conformance to the site plan dated 2-15-07, and to all prior stipulations of PCU 05-031.*
- 2. That the applicant obtain a written parking agreement for use of any off-premise parking which may be necessary to accommodate special events; there shall be no parking along Bill Gray Road; and the applicant shall install a five-foot (minimum width) sidewalk per the Public Works Director's specifications (from off-premise parking to the site) if they use off-premise parking.*
- 3. That any other commercial or institutional use of the property will require either zoning or further amendment to the Conditional Use Permit, depending on the request.*
- 4. That the manufactured home shall be used by the property owner or their agent as a reception area and caretaker's residence and not be rented as a separate residential unit.*
- 5. That the manufactured home and site shall include upgraded design features, including stucco walls, covered entries, and landscaping to be approved by the Community Development Director. Appeal of the Director's decision shall be to the Design Review Board.*
- 6. That all disturbed areas be covered with some form of aggregate or plantings in conformance to the City's landscape code.*
- 7. That the applicant obtains special event permits for any events other than the open-air market.*
- 8. That the applicant obtain a Certificate of Occupancy prior to use.*
- 9. That the Conditional Use Permit shall be reviewed by the Planning and Zoning Commission within one (1) year from the date of approval to ensure compliance with conditions with the termination of the C.U.P. in three (3) years from the date of approval.*

*Commissioner Kevin seconded the motion and it carried unanimously.*

**GP 07-005 Discussion and possible action regarding amendments to the Cottonwood General Plan, pertaining to Section 14, "Plan Administration," in order to establish further guidelines regarding processing of general plan amendments, criteria for major and minor amendments; when they are necessary; deadlines for submittal, etc.**

Staff Planner Charlie Scully provided handouts to the Commission (copies available) and gave an overview of the subject. He emphasized that the issue is determining an appropriate threshold for major amendments because they can only go before the Council at one time during the year. Minor amendments are serious but can be scheduled any time during the year. He said more work is needed on the details such as procedures, criteria, and definition of major and minor amendments.

Some points of the ensuing discussion were as follows.

- General Plan was not meant to be easy to change.
- General Plan provides legal basis for land use decisions such as rezoning.
- Major amendments should be reviewed once a year to assure compliance with the General Plan and State regulations.
- There should be a joint session of the Council and the Commission once a year to receive an annual report regarding General Plan amendments and compliance. June was suggested as the time for the joint session this year.
- The decision on the major amendment threshold can wait until the June joint session.
- Acre-feet of water usage should be tied in with the number of acres to constitute the threshold.

*The Commission reached consensus with staff's suggestion to change the major amendment threshold from 100 acres to 40 acres. The Commission recommended the following:*

- *That staff research adding water criteria to the acreage threshold for major amendments.*
- *Require yearly review of major amendments for compliance with the General Plan and State requirements.*
- *Bring results back to the Commission for further consideration.*

**Discussion regarding the review of Conditional Use Permits.**

Staff Planner Wes Ballew, presented the staff memo (copy available), which reported that a list of conditional use permits was compiled and many reviews are past due. In addition, several permits are no longer needed for one reason or another and should be voided. He recommended, and the Commission concurred, that many of the permits could be "batched" and handled in a consent agenda manner after notification to owners and a reasonable amount of time for owners to respond.

**Discussion of possible future work sessions.**

None.

**Informational Reports and Updates.**

Gehlert reported the following.

- A-frame sign ordinance, C-3/C-R ordinance, and the amendment to the Municipal Code regarding the Hearing Officer were on the agenda for the City Council the following night.
- There was a good candidate for the Code Enforcement position and staff would ask Council for a wage scale above mid-range the next evening.
- KFC/Long John Silver's renovation and façade change were on the Development Review Board agenda for March 22, along with the Riley Heights subdivision grading proposal.
- The April 16 Planning and Zoning Commission agenda may contain the Riley Height pre-plat, a conditional use permit for a wholesale bakery on North Main Street, and a conditional use permit for a landscaping business in a C-1 zone.

Gillespie inquired about the sign ordinance amendment committee. Scully said it is on his list of things to do. Gillespie volunteered to contact people for the committee and find out when they can meet. Kiyler volunteered to serve on the committee.

Mazzuchelli asked that staff email Dr. Richard's proposal to him.

**Informational Reports and Updates.**

There was no response.

**Adjournment.**

Gillespie adjourned the meeting at 8:38 PM.

Minutes prepared by: /s/ Carol Hulse  
Carol Hulse, Planning Technician

Date Approved: April 16, 2007