



**CITY OF COTTONWOOD  
BOARD OF ADJUSTMENT  
COUNCIL CHAMBERS**

826 N. Main St.  
Cottonwood, AZ 86326

**SPECIAL MEETING MINUTES**

Thursday, January 27, 2022  
6:00 p.m.

**I. CALL TO ORDER**

**A. Roll Call**

**Members Present:**

Board Member Peltz  
Board Member Meyers  
Board Member McCall  
Chair Member Renard

**Members Absent:**

Vice Chair Member Pierce

**Staff Members Present:**

Rudy Rodriguez, Deputy City Manager  
Scott Ellis, Community Development Director  
Jim Padgett, Community Development Planner  
Kelly Jobe, Community Development Administrative Assistant, Recorder

**B. Approval of Minutes: May 10, 2021 Regular Meeting**

***Motion: To approve minutes of the May 10, 2021 Regular Meeting.***

***Made by: Member Meyers***

***Second: Member McCall***

***Vote: Unanimous***

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*Information on the above agenda items may be obtained in person from the Community Development Department, 111 N. Main Street in Cottonwood, or by calling (928) 634-5505.*

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*A verbal comment period will be provided during each hearing item. The Chair may impose a time limit on each speaker. The Commission will not consider written materials submitted less than three working days before the meeting.*

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*Pursuant to A.R.S. § 38-431.02(B) the Commission may vote to go into executive session on any agenda item pursuant to A.R.S. § 38-431.03(A)(3) and (4) for discussion and consultation for legal advice with the City Attorney.*

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*The Cottonwood Council Chambers and Community Club House are accessible to the handicapped in accordance with Federal "504" and "ADA" laws. Those with needs for special typeface print or hearing devices may request these from the Planning Technician at 634-5505 (TDD 634-5526). All requests must be made at least 24 hours before the meeting.*

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*Members of the Planning Commission will attend either in person or by telephone conference call.*

**II. INFORMATIONAL REPORTS AND UPDATES: NONE****III. CALL TO THE PUBLIC: NONE****IV. OLD BUSINESS: NONE****V. NEW BUSINESS:****VI. DISCUSSION ITEMS:****A. Board of Adjustments Overview**

Director Ellis stated it had been a while since the last meeting and the Board has a new member to be introduced. Kyle Peltz is a City of Cottonwood employee and resident. Director Ellis wanted to go over the guidelines and responsibilities of being a board member. He asked the board if they would like to meet more often, possibly quarterly even if there is not a project that is being brought to them. The Commission agreed to meet only when needed.

Deputy City Manager Rodriguez wanted to thank the Board for volunteering their time for the citizens and the city. He stated they play an important part of the transparency of doing business with the public body.

Vice Chair Member Renard motioned to have Kyle Peltz serve as Chair for the Board. Member Meyers 2<sup>nd</sup> the motion, Unanimously Approved.

Member McCall motioned to have Member Meyers serve as Vice Chair. Chair Member Renard 2<sup>nd</sup> the motion, Unanimously Approved.

**VII. SUGGESTED TOPICS FOR FUTURE MEETINGS: NONE****II. ADJOURNMENT: 6:24 p.m.**

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