



**OFFICIAL MINUTES OF THE PLANNING AND ZONING COMMISSION  
REGULAR MEETING HELD**

Monday, April 15, 2019 at 6:00 pm in the City Council Chambers at  
826 N. Main St.  
Cottonwood, AZ 86326

**I. CALL TO ORDER**

**A. Roll Call**

Chairman Robert Williams called the meeting to order at 6:00 p.m. Roll call was taken as follows:

**Planning & Zoning Commission Members Present**

Robert Hart  
Christopher Dowell  
Jesse Dowling  
Thomas Narwid  
Terryl Sherman  
Vice Chairman Judd Wasden  
Chairman Robert Williams

**Staff Members Present**

Ron Corbin, City Manager  
Berrin Nejad, Community Development Director  
Richard Faust, Economic Development Director  
Jim Padgett, Planner  
Brenda Campbell, Administrative Assistant, Recorder

**B. Approval of Minutes March 18, 2019 Regular Meeting**

Motion: To approve the minutes of 3/18/2019

Made by: Vice-chairman Wasden

Second: Commissioner Narwid

Roll Call Vote:

Robert Hart-Aye

Christopher Dowell – Aye

Jesse Dowling – aye

Thomas Narwid – Aye

Terryl Sherman-Aye

Vice-Chairman Wasden (recused)

Chairman Williams-Aye

## II. CALL TO THE PUBLIC

1. No comments.

## III. OLD BUSINESS:

1. Chairman Williams brought up pending items from several meetings ago and asked Berrin Nejad if we heard back yet. Ms. Nejad responded that we are waiting for the applicants and when they are ready, they will be brought before the commission for final approval.

## IV. NEW BUSINESS:

1. **DR 19-005 BACKUS AIRPARK HANGER**– A Request for Design Review for a 7700 square foot airplane hangar consisting of two (2) units of 3850 sq. ft each on property zoned C-2 (Heavy Commercial), located at 654 & 658 Airpark Road in Cottonwood. APN 406-008-064 & 406-08-065. Owner: Backus Family Investments LLC and Brent Deal. Agent: Bob Backus and Brent Deal, Owners.

Planner Padgett discussed the project which included a PowerPoint presentation with pictures and designs. The physical materials to be used for the building were passed around to commission for approval. Commissioner Hart asked who the tenants might be. It was explained by Mr. Backus, the applicant, that the building would be used for storage currently. They can be used as airplane hangars in the future, when tenants are interested in renting for that purpose. Commissioner Narwid asked if any modifications will need to be made to the runway or airport to accommodate the hangars. Mr. Backus explained that the hangars back up to the taxi lane, which is 3.5 ft. higher than the buildings and no modifications will be made to the lane or the airport. Commissioner Narwid asked if the hangars will accommodate all airplanes that use the airport. Mr. Backus explained that there is a limit to the size to be accommodated due to the size of the doors. He also said that most of the airplanes that use the airport will be able to use these hangars.

***Motion: DR 19-005 be recommended to the City Council for approval with the following stipulations:***

### **STIPULATIONS:**

1. That the project is developed in conformance with the site plans submitted April 5, 2019 and as may be further modified by the Planning Commission.
2. That the project conforms to Code Review Board comments dated April 3, 2019.
3. Comply with all Engineering requirements prior to issuance of any permits.
4. A Certificate of Zoning Compliance documenting the completion of conditions shall be issued by the timeframe specified. Which is one year from today's approval

Made by: Vice Chairman Wasden

Second: Commissioner Dowell

Roll Call Vote: Robert Hart-Aye

Christopher Dowell – Aye

Jesse Dowling – Aye

Thomas Narwid – Aye  
Terryl Sherman-Aye  
Vice Chairman Wasden  
Chairman Williams-Aye

- 2. ZO 19-004 AMENDMENT TO SECTION 305.B.5 CODE REVIEW –**  
Consideration of a Zoning Ordinance text amendment to Section 305.B.5 regarding the required building and fire codes pertaining to construction in the City of Cottonwood.

Planner Padgett explained that current codes are constantly changing, so this text amendment would have wording in it so the applicant will develop their property per the most recent approved building and fire codes. This text amendment would simplify building, fire, planning and the applicant's plan submission.

***Motion to Approve: ZO 19-004 Amendment of Section 305.B.5 Code Review***

Made by: Vice Chairman Wasden

Second: Commissioner Dowell

Roll Call Vote: Robert Hart-Aye

Christopher Dowell – Aye

Jesse Dowling – Aye

Thomas Narwid – Aye

Terryl Sherman-Aye

Vice Chairman Wasden-Aye

Chairman Williams-Aye

**V. Public Comment: None**

**VI. DISCUSSION ITEMS: NONE**

**VII. INFORMATIONAL REPORTS AND UPDATES:**

Berrin Nejad: Construction on some of the projects that were already approved is starting. Also, Ms. Nejad announced that in front of the clubhouse there is a brick program through the Historic Preservation Commission. Anyone wishing to purchase a brick can contact any city department and purchase for \$100.

**VIII. ADJOURNMENT 6:23pm**