



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

Monday, March 18, 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 6:01 p.m. Roll call was taken as follows:

**Planning & Zoning Commission Members Present**

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

**Planning & Zoning Commission Members Absent**

Vice Chairman Judd Wasden

**Staff Members Present**

Ron Corbin, City Manager  
Berrin Nejad, Community Development Director  
Scott Ellis, Planner  
Brenda Campbell, Administrative Assistant, Recorder

**B. Approval of Minutes: February 25, 2019 Regular Meeting**

Motion: To approve the minutes of 2/25/2019

Made by: Commissioner Dowling

Second: Commissioner Narwid

Roll Call Vote: Robert Hart-Aye

Christopher Dowell – Aye

Jesse Dowling – aye

Thomas Narwid – Aye

Terryl Sherman-Aye

Chairman Williams-Aye

**II. CALL TO THE PUBLIC**

1. **No comments.**

**III. OLD BUSINESS:**

1. **None**

**IV. NEW BUSINESS:**

1. **PP 19-001 RIDGECREST TOWNHOMES** – Public hearing to consider a Preliminary Plat for an 11-lot multiple family residential subdivision to be known as Ridgecrest Subdivision. The site is located on approximately 5.21 acres east of 12<sup>th</sup> Street and west of 16<sup>th</sup> Street. APH: 406-06-605, 406-06-456Y, and 406-06-456Z. Owner: Jackson Investment Properties LLC, Daniels Property Investments LLC, and Ridgecrest Townhomes LLC. Applicant: Tom Pender.

Scott Ellis discussed the project with PowerPoint slides and pictures. The project will be gated access with an internal street system. Commissioner Hart asked if the Fire Department is happy with the subdivision. Planner Ellis responded yes, it has gone through code review already. Commissioner Narwid asked what happens over time where roads fall into disrepair and become problematic. How does the town get the roads back to standards? Planner Ellis responded that there is no mechanism in place and it is up to the private property owner. The City requires hard surfacing. Applicant has copy of CC& Rs to take care of this. There will be an HOA. Bill Jackson, one of the owners of the project, described street signs and other signage placement. He stated that he is not asking for any additional buildings per the prior approval, but he is subdividing for financing purposes. Mr. Jackson said that the units are rentals and the Fire Dept. is happy with the roads and placement of entry gates with key access. There will be three fire hydrants installed, and responsibility of road maintenance is spelled out in the road maintenance agreement separate from CC&Rs.

**V. Public Comment:**

Phil Terbell spoke on the difficulty of finding affordable workforce housing in the area. He continued saying that we need to do everything we can to provide affordable housing. He also said that we may see projects a little different from what we have seen before, and we need to look at new ideas to get affordable properties. Mr. Terbell said he would like this project to be approved since it fills a definite need in our community.

***Motion: PP 19-001 be recommended to the City Council for approval with the following stipulations:***

1. Developer will provide the City of Cottonwood with an acceptable assurance that the interior private street system will be completed as required and outlined within Section 302.04, 500.01, and 500.03 of the City of Cottonwood Subdivision Ordinance, prior to approval and recording of a Final Plat.
2. Developer adheres to all comments provided from staff review of the preliminary plat

submittal dated February 26, 2019, and as may be provided during subsequent reviews.  
3. The developer proves on the final plat that the site visibility triangle is not affected by building setbacks on corner lots.

Made by: Commissioner Narwid

Second: Commissioner Dowell

Roll Call Vote: Robert Hart-Aye

Christopher Dowell – Aye

Jesse Dowling – recused

Thomas Narwid – Aye

Terryl Sherman-Aye

Chairman Williams-Aye

**VI. DISCUSSION ITEMS: NONE**

**VII. INFORMATIONAL REPORTS AND UPDATES:**

**Berrin Nejad:** Projects are moving forward and nothing new to add.

**Ron Corbin:** If there are any questions, he has an open door policy.

**VIII. ADJOURNMENT 6:23pm**

APPROVED