



"Inspiring a Vibrant Community"

**CITY OF COTTONWOOD
PLANNING & ZONING COMMISSION
COUNCIL CHAMBERS
826 N. Main St.
Cottonwood, AZ 86326**

REGULAR MEETING
Monday, February 24, 2020
6:00 p.m.

I. CALL TO ORDER

A. Roll Call

Planning & Zoning Commission Members Present

Commissioner Hart
Commissioner Dowell
Commissioner Masten
Commissioner Narwid
Commissioner Sherman
Vice Chairman Dowling
Chairman Williams

Planning & Zoning Commission Members Absent

Staff Members Present

Scott Ellis, Community Development Director
Jim Padgett, Planner
Gary Davis, Planner
Ron Corbin, City Manager
Rudy Rodriguez, Deputy City Manager
Richard Faust, Economic Development Director
Brenda Campbell, Permit Technician, Recorder

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.

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.

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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B. Approval of Minutes: January 27, 2020 Regular Meeting

Motion: To approve minutes of the January 27, 2020 Regular Meeting.

Made by: Chairman Williams

Vote: unanimous

II. INFORMATIONAL REPORTS AND UPDATES:

Gary Davis, new Planner for Community Development, was introduced.

III. CALL TO THE PUBLIC

No respondents.

IV. OLD BUSINESS: None.

V. NEW BUSINESS:

- 1. DR 19-003 EXTENSION - COTTONWOOD CHRISTIAN ASSEMBLY:** A Request to extend completion date for a 19,000 square foot church facility and site improvements. The project is located in an R-3 (Multiple Family Residential) zoned property at 750 E. Mingus Avenue. APN: 406-42-012N. Owner: Cottonwood Christian Assembly, Inc. Agent: Jim Lawler, Lawler Construction.

Vice Chairman Dowling recused himself. Jim Padgett presented the project details explaining there will be two phases. Changes to the building codes that were adopted to the City require modifications to the engineering required for the building they are bring in. The project is still moving forward. The church is requesting additional landscaping instead of solid fencing in areas adjacent to residential areas, which will require the Commission's approval. The landscape plan will come back to the Commission at a future date. They are requesting a one-year extension due the engineering update.

Jim Lawler, applicant, explained that the new name is Journey Church. He explained that the target date is less than a year and they will have the landscape plans to the commission before then for the

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Commission's approval. Mr. Lawler said that there will be three phases in total. Commissioner Hart questioned whether wainscot could be used on the front of the building to soften it up. Mr. Lawler said they could do the wainscot stone. Commissioner Masten suggested evergreen trees to be planted between the church and the apartments. It was agreed that they will plant evergreen trees.

Motion: To approve DR 19-003-EXT COTTONWOOD CHRISTIAN ASSEMBLY with the following stipulations:

1. That the project is developed in conformance with the development plans as approved at the February 25, 2019 meeting and as may be further modified by the Planning and Zoning Commission.
2. That the project conforms to Code Review Board comments dated October 24, 2017.
3. A Certificate of Zoning Compliance documenting the completion of Design Review conditions shall be issued prior to the Certificate of Occupancy.
4. The location of the ballfield areas may be no closer than 10' to the adjacent properties to allow for landscaped areas to be provided for screening.
5. Submit a detailed landscape plan to be reviewed and approved by the Planning Commission to address the use of landscaping and existing vegetation to achieve the required screening from adjacent residential properties and street perimeter landscaping.
6. The landscaped area along Mingus Avenue shall be completed with Phase 1 of the Development.
7. Building Permits shall be applied for by twelve (12) months from the date of approval by the Planning & Zoning Commission.

Made by: Commissioner Narwid

Second: Commissioner Hart

Roll Call Vote: Unanimous. Vice Chairman Dowling recused.

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- 2. DR 20-001 HERRICK MINI STORAGE** - Request for Design Review of a new mini storage facility. The subject parcel is zoned I-2 (Heavy Industrial), located at 25 E. Cottonwood Street. APN 406-08-007C. Owner: Edward J. and Sarah E. Bermingham Trust. Agent: Luke Sefton.

Commissioner Hart recused himself. Jim Padgett presented the project details. He explained that this is to be done in three (3) phases. There are requirements for a concrete wall adjacent to residential wall and 10ft land scape area adjacent to residential use along entire property. The wall will be done with first phase. The project will have nine (9) separate buildings.

Luke Sefton, engineer, explained the exterior wall, sidewalk and landscaping plan. He said it lines up with the rest of the industrial area. There was some discussion regarding concerns about the height of the wall and how security will be enforced. Mr. Sefton states security lights are there and possible barbed wire on top and there will be a security system in place. Commissioner Masten would like the wall in front, on Cottonwood St., to be broken up with some texture. Mr. Sefton will look at that for the wall. There was some discussion about the landscaping that will be used around the property. Chairman Williams asked if a 7ft fence would be considered.

Gail Herrick, applicant, explains that wind shear and additional engineering will come into play for a wall that is 7 ft. tall. He said he has an extensive security system and there will be a kiosk with electronic gate for customers. There was some discussion on what kind of security system and how it is monitored. Mr. Herrick explained that the security system also includes motion sensor lighting and cameras.

Motion: To approve DR 20-001 HERRICK MINI STORAGE with the following stipulations:

1. That the project is developed in conformance with the development plans as approved at the Planning and Zoning Commission at the February 24, 2020 meeting.
2. That the project conforms to Code Review Board comments dated February 6, 2019.
3. That the project complies with all Building, Engineering and Fire Department requirements.
4. Maintain a ten (10) foot wide landscape area along the entire eastern boundary of the subject site adjacent to the residential properties.

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5. The trash enclosure shall be screened with solid materials to comply with Section 404.S.1.a and b and the landscape buffering requirements of Section 407.D.8
6. A Certificate of Zoning Compliance documenting the completion of conditions shall be issued within 24 months of the Planning Commission action.
7. The client has the option to add a one (1) foot wall, as needed, at their discretion in the future.

Made by: Vice Chairman Dowling

Second: Commissioner Dowell

Roll Call Vote: Unanimous. Commissioner Hart recused.

3. **DR 20-002 ME BEAUTY SALON** - Request for Design Review of a new 1,646 square foot Beauty Salon. The subject parcel is zoned C-1 (Light Commercial), located at 108 N. Main Street. APN 406-37-007A. Owner: Maria Marlen Romero Espinola. Agent: Brent Maupin.

Jim Padgett presented the project details. The landscaping plans were presented. Jim pointed out that the adjacent property to the west is also zoned C1. The adjacent property owner has given a letter agreeing to certain stipulations for a fence with slats to be put on the existing chain link fence to buffer the residential use of the adjacent property. Jim explained the reason for putting the slats on the existing fence per Commissioner Narwid's request.

Motion: To approve DR 20-002 ME BEAUTY STUDIO with the following stipulations:

1. That the project is developed in conformance with the development plans as approved by the Planning and Zoning Commission at the February 24, 2020 meeting.
2. That the project conforms to Code Review Board comments dated June 19, 2018.
3. That the project complies with all Building, Utilities, Engineering and Fire Department requirements.

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4. The trash enclosure and the water storage tank shall be screened with solid materials to comply with Section 404.S.1.a and b. and the landscape buffering requirements of Section 407.D.8.
5. A three (3) foot screen wall is required adjacent to Main Street where three parking spaces are facing the street.
6. Identify a minimum of two bicycle parking spaces on the plans submitted for Building Permits.
7. A Certificate of Zoning Compliance documenting the completion of conditions shall be issued within 24 months of the Planning Commission action.

Made by: Vice Chairman Dowling

Second: Commissioner Dowell

Roll Call Vote: Unanimous.

VI. DISCUSSION ITEMS:

None.

VII. SUGGESTED TOPICS FOR FUTURE MEETINGS:

Commissioner Narwid requested that The Vineyards replace the dead plants along the street with the approved 5 ft. plants.

VIII. ADJOURNMENT: 7:15p.m.

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