



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

REGULAR MEETING
Monday, May 20, 2019
6:00 pm.

I. CALL TO ORDER

A. Roll Call

Christopher Dowell
Jesse Dowling
Thomas Narwid
Terryl Sherman
Vice-Chairman Wasden
Chairman Williams

Absent: Robert Hart

City Staff Present:

Ron Corbin, City Manager
Berrin Nejad, Community Development Director
Richard Faust, Economic Development Director
Scott Ellis, Community Development Planner
Robert Winiecke, Public Works Director and City Engineer
Danny Kim, Information Technologies Tech I
Brenda Campbell, Administrative Assistant, Recorder

B. Approval of Minutes: April 15, 2019 Regular Meeting

Motion: To approve the minutes of 4/15/2019

Made by: Vice-chairman Wasden

Second: Commissioner Narwid

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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Roll Call Vote:

Christopher Dowell – Aye
Jesse Dowling – Aye
Thomas Narwid – Aye
Terryl Sherman-Aye
Vice-Chairman Wasden-Aye
Chairman Williams-Aye

C. Discussion with City Attorney, Steve Horton (conference call), regarding use of city email accounts by Commissioners.

Danny Kim, IT representative, presented steps to set up and use the city email system. A hand out was given to commissioners.

II. CALL TO THE PUBLIC

This is the time for the public to comment on any matter that does not appear on the agenda. Commission members may not discuss items not identified on the agenda. Pursuant to A.R.S. §38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to criticism, or scheduling the matter for consideration at a later date. Comments are limited to five minutes for each person.

III. OLD BUSINESS:

1. None

IV. NEW BUSINESS:

1. **DR 19-006 – BACKUS WAREHOUSE BUILDING “B”** – A Request for Design Review for a 10,800 square foot warehouse on property zoned I-2 (Heavy Industrial), located at 741 Airpark Way in Cottonwood. APN 406-008-035. Owner: City of Cottonwood. Agent/Applicant: Bob Backus & Craig Backus.

Planner Ellis presented the project description with a PowerPoint, including pictures. Applicant Craig Backus presented with a sample board of colors and pictures. This project began in 2004, had to slow down and now want to continue with additional buildings. Ready to go as soon as permitted.

Motion: to approve with stipulations
Made by: Vice-Chairman Wasden
Second: Commissioner Dowell

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Roll Call Vote:

Christopher Dowell – Aye
Jesse Dowling – Aye
Thomas Narwid – Aye
Terryl Sherman-Aye
Vice-Chairman Wasden-Aye
Chairman Williams-Aye

2. **CITY INITIATED REZONE REQUEST** – Direction to staff to initiate rezoning of one (1) parcel of land to ensure the property falls within a single, appropriate zoning district and remove overlapping zoning designations, located at 718 N. Main Street. APN: 406-42-014. OWNER: Lnn Enterprises Inc.

Planner Ellis explained that numerous properties are dual and multiple zoned. As far as we can go on our zoning maps, there is no indication that zones were following property lines, which is no fault of the property owner. However, when the property owners want to develop their property, they are required to rezone to one zone. We are proposing that the Planning and Zoning Commission or City Council make a motion to issue a rezone to start this process.

Motion: to initiate rezoning process for this property.

Made by: Vice-Chairman Wasden

Second: Commissioner Narwid

Roll call vote:

Christopher Dowell – Aye
Jesse Dowling – Aye
Thomas Narwid – Aye
Terryl Sherman-Aye
Vice-Chairman Wasden-Aye
Chairman Williams-Aye

3. **PP 19-002 KINDRA HEIGHTS PHASE II** – Public hearing to consider a Preliminary Plat for a 20-lot single family residential subdivision to be known as Kindra Heights II. The site is located on approximately 5.76 acres on the south end of Kindra Heights Rd., currently zoned R-1 (Single Family Residential). APN: 406-23-037G. Owner: Philip Terbell. Agent: Tom Pender, Pender Engineering.

Planner Ellis presented a description of the project with a PowerPoint, including pictures. Planner Ellis explained that it will be constructed in the same way as Kindra I. The existing house on the property will be relocated. Planner Ellis pointed out that there are several stipulations for approval on the preliminary plat. Applicant Phil Terbell stated that he has met the engineering stipulations. Planning and Zoning staff

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has not had time to confirm they have met those stipulations. The stipulations are to be kept in place at this time.

Motion: Recommended to City Council for approval with stipulations

Made by: Vice-Chairman Wasden

Second: Commissioner Dowell

Roll call vote:

Christopher Dowell – Aye

Jesse Dowling – Recused

Thomas Narwid – Aye

Terryl Sherman-Aye

Vice-Chairman Wasden-Aye

Chairman Williams-Aye

4. **GENERAL PLAN ANNUAL UPDATE** – Review and recommendations for annual report to City Council on the status of the Cottonwood General Plan. Planner Ellis explained the General Plan Annual Update.

Commissioner Narwid asked if each section is listed according to priority. Planner Ellis replied, no. Commissioner Narwid recommended that we list according to an established priority in each section. Planner Ellis replied that we could possibly address this in 2025. Chairman Williams stated that transportation infrastructure has gone by the wayside and is an area of concern.

Recommendation to city council: None required

V. **DISCUSSION ITEMS: NONE**

VI. **INFORMATIONAL REPORTS AND UPDATES:**

Berrin Nejad stated that Starbucks is continuing in construction- Dutch Bros will be opening soon.

Ron Corbin appreciates staff being proactive instead of reactive on projects. Road work, sidewalk work, and many other improvements will be coming in the next year.

A brief summary of current events by Chairperson, Commission members, and/or Community Development Director. (The public body does not propose, discuss, deliberate, or take legal action on any matter brought up during this summary unless the matter is properly noticed for legal action).

VII. **ADJOURNMENT**

Motion to adjourn: Vice-Chairman Wasden

Second: Chairman Williams

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Meeting adjourned: 7:15pm

APPROVED

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