



**CITY OF COTTONWOOD
HISTORIC PRESERVATION COMMISSION
COUNCIL CHAMBERS
826 N. Main St.
Cottonwood, Arizona 86326**

MEETING MINUTES

Wednesday, May 25, 2022

6:00 P.M.

I. CALL TO ORDER

Chairwoman Garrison called the meeting to order at 6:00 p.m.

1. Roll Call

Historic Preservation Commission Members Present:

Commissioner Detjen
Commissioner Pierce
Commissioner Former
Commissioner Stephens
Vice Chairman Collins
Chairwoman Garrison

Staff Members Present:

Scott Ellis, Community Development Director
Jim Padgett, Community Development Planner
Tricia Lewis, Tourism & Economic Development Director
Kelly Jobe, Community Development Admin– 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.

The Cottonwood Council Chambers is 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.



2. Approval of Minutes: April 27, 2021 Meeting

Motion: To approve minutes

Made by: Commissioner Collins

Second: Commissioner Former

Approved Unanimously

II. Informational Reports & Updates –

Planner Padgett advised the Commission that the tiny home camp project on Main Street & Willard Street had an open house today, and suggested they stop by and take a look.

Chairwoman Garrison stated there is still one open seat on the Commission that needs to be filled. She wanted to thank the staff members who installed the ADA stands, and she wanted to thank Tricia Lewis, Laura Herrera and Jim Padgett for having the brick information available for the wine festival.

III. Call to the Public – None

IV. Special Presentations – None

V. Old Business: None

VI. New Business: None

VII. Discussion Items:

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1. Cottonwood Historic Property Tour – Committee Presentation

Commissioner Stephens stated she tried locating a list of properties and was not able to find one. She stated the Committee is looking at creating pamphlets with OR codes on them that links to the information for each property.

Commissioner Former wanted to know how the Tour was done prior to 2020.

Planner Padgett stated The Walkin on Main event will be held Saturday, November 12th.

Chairwoman Garrison stated the Old Town Association would like to piggy back on the Home Tour for the Commercial Buildings, and also having the QR Codes with the historical information.

Vice Chairman Collins stated there are 14 addresses currently which could work as a walking tour.

2. Landmarking – Committee Presentation

Vice Chairman Collins stated the committee had a walkabout on the 14th and created a list of all the property owners they spoke with. He stated they left the grant program information if the property was landmarked. He stated the effort was worth it and may go out again.

Commissioner Detjen stated she knows a property owner who is landmarked that would like to put in for the grant.

Commissioner Former stated he enjoyed meeting the neighbors and hearing the stories of Cottonwood and they had a great response. He feels this would be something that could be done on a quarterly basis.

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3. 2022 Certified Local Government Grant –

Planner Padgett stated staff just took this item to the Council last week, and they approved for staff to apply for the grant, they are waiting to see if the City gets the approval from SHPO. He handed out the packets to the Commission and asked him to send any revisions to him.

Vice Chairman Collins asked what happened to the 2021 Grant.

Planner Padgett stated the only proposal the City had received was going to require too much staff time. He suggested scaling back on the area size. He stated the last time there was a survey done was 1986-1989; and they were mostly commercial.

Director Ellis stated staff can adjust the boundaries for a smaller area, properties adjacent to Main Street from 10th Street, and continuing on into Old Town.

Vice Chairman Collins stated since staff time is limited, he would like to see 2 separate committees of three Commissioners for this project.

Planner Padgett stated there are 172 days before the Home Tour – which will be going on the same time as the Grant work needs to be wrapping up.

Director Ellis stated the June 22nd HPC meeting will be 2 days before the grant application is due. It can be voted on at that meeting.

Suggested Topics for Future Meetings: None

Motion: To adjourn

Made by: Vice Chairman Collins

Second: Commissioner Former

ADJOURNMENT at 6:43 p.m.

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