



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

SPECIAL MEETING MINUTES
Wednesday, November 17, 2021
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 Stephens
Commissioner Collins
Vice Chairman King
Chairwoman Garrison

Historic Preservation Commission Members Absent:

Commissioner Former
Commissioner Pierce

Staff Members Present:

Ron Corbin, City Manager
Rudy Rodriguez, Deputy City Manager
Tricia Lewis, Economic Development Director
Scott Ellis, Community Development Director
Jim Padgett, Community Development Planner
Megan Russell, Permit Specialist – 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: October 25, 2021 Meeting

Motion: To approve minutes

Made by: Commissioner Collins

Second: Vice Chairman King

Approved Unanimously

II. Informational Reports & Updates –

Vice Chairman King and Chairwoman Garrison commented on the success of the Property Tour and Walk on Main.

Planner Padgett announced the next meeting will be held on Wednesday December 15th at 6:00pm due to the Holidays.

Chairwoman Garrison reminded the Commission of the joint meeting with the Planning & Zoning Commission on January 10th, 2022.

III. Call to the Public – None

IV. Special Presentations – None

V. Old Business:

1. Consideration of an application for a Certificate of Appropriateness from Merkin General LLC for proposed modifications to a Landmarked building at 816 N. Main St.

Planner Padgett stated at the October 25th meeting the Commission requested more information on the exterior modifications of the building. We added information on what would qualify or give cause to deny a Certificate of Appropriateness and we have provided the application to you.

Matt Lavoire project Manager for Merkin Vineyards stated adjustments have been made for the concerns from the last meeting. We addressed the sign issues by pulling it off the wall so it is no longer anchored to the wall. We also addressed the round window design, we will keep the square window underneath and create the illusion of the round window.

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Commissioner Collins appreciated the changes that were made to not alter the building. He also commented on the outside door how it looked like a ship door but makes sense after seeing the inside bank vault door.

Director Ellis stated there were concerns regarding the Historical designation of the building being compromised after the changes. All the changes were sent down to the State Historic Preservation Office for review and comment because it is all is attached and not altering the structure they had no issues.

Vice Chairman King also appreciated the work that has been done but has concerns regarding the size of the sign. The size will make it harder to see the architecture of the wall.

Matt Lavoire stated the compromise was pulling it of the wall to leave it bare and intact. The allowable signage is 57 square foot, all the signage including the flag pole is under 40 square foot. If you are looking at the wall by itself it is a lot but when you look at the entire store frontage as a whole it is much less.

Commissioner Collins added at night the backlit lights will enable you to see the architecture better than you are able currently.

The Commission all appreciated the changes that were made and are excited to see the outcome.

Motion was made to approve the Certificate of Appropriateness to allow the exterior modifications presented tonight as long as the project complies with all the planning, building, city requirements and sign permits to allow the project to move forward.

Made By: Commissioner Collins

Second: Commissioner Stephens

Roll Call Vote:

Commissioner Stephens – Aye

Commissioner Collins - Aye

Vice Chairman King - Aye

Chairwoman Garrison - Aye

Unanimously Carried

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VI. New Business: None

VII. Discussion Items:

1. Cottonwood Historic Property Tour Update/Recap

a. Report from the CHPT Committee

Chairwoman Garrison thanked staff and the Commission for their work on the property tour.

Planner Padgett stated 9 videos have been sold, 20 additional contacts were supplied through the raffle, and \$38 in donations were received. A meeting will be scheduled in the next few weeks to over what went good and changes that can be made to be more successful.

City Manager Ron Corbin spoke on behalf of the Mayor and City Council thanking the Commission and staff for their work on the Cottonwood Historic Property Tour.

Suggested Topics for Future Meetings: None

Motion: To adjourn

Made by: Vice Chairman King

Second: Commissioner Collins

ADJOURNMENT at 6:27 p.m.

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