



**CITY OF COTTONWOOD
HISTORIC PRESERVATION COMMISSION**

REGULAR MEETING

Wednesday, February 24, 2021

6:00 P.M.

I. CALL TO ORDER

Chairman Vernosky called the meeting to order at 6:00 p.m.

A. Roll Call

Historic Preservation Commission Members Present:

Chairman Vernosky
Vice Chairman King arrived at 6:15 pm
Commissioner Stephens
Commissioner Garrison
Commissioner Collins

Historic Preservation Commission Members Absent:

Commissioner Latham
Commissioner Miranda

Staff Members Present:

Rudy Rodriguez, Deputy City Manager
James Bramble, Senior Engineer City of Cottonwood
Scott Ellis, Community Development Director
Jim Padgett, Community Development Planner
Megan Russell, Administrative Assistant Community Development, Recorder

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B. Approval of Minutes: January 27, 2021 Regular Meeting

Motion: To approve the minutes for January 27, 2021 Regular Meeting.

Made by: Commissioner Garrison

Second: Commissioner Collins

Vote: Unanimous

II. INFORMATIONAL REPORTS AND UPDATES:

Director Ellis updated the Commission with the news of the Spring Creek annexation ordinance is official as of Thursday February 18, 2021. Last week City Council approved phase two of the Kindra Heights Final Plat, which is located north of Old Town Cottonwood. They have started to add model homes to the site.

III. CALL TO THE PUBLIC: No Comments

IV. SPECIAL PRESENTATIONS: None

V. OLD BUSINESS:

1. Landmarking:

a) Del Monte Wash Bridge-

Planner Padgett stated this project was brought back because there were questions regarding modifications and improvements to the structure. The Cities Engineer James Bramble is here to answer any technical questions you may have related to flood control or any work necessary to widen or deepen the channel, or any changes to the bridge itself. If the bridge is landmarked any major construction to the bridge, it would need to be un-landmarked.

James Bramble stated the Old Town area has not been studied to alleviate the flood plain issues. It is a priority of the City to get Old Town out of the FEMA flood plains, which may require changes to the bridge. As of now we really do not know if the bridge will be impacted by the process of getting Old Town out of the flood plain and the capacity of any modifications since it has not been studied.

Chairman Vernosky asked are there any plans to do a study on the wash?

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James Bramble stated the previous engineer has applied for a grant through FEMA to study, and make modifications, that was unsuccessful. They do not see anything happening to the bridge in the near future. The original proposed budget was for channel improvements, not bridge modifications. We do not know if the current bridge is adequate, since it has not been studied.

Chairman Vernosky suggested taking the bridge off the schedule since there are too many variables. Until a study has been done it will be difficult to decide.

Planner Padgett agreed and will remove the Del Monte Wash Bridge from being Landmarked until a study has been conducted.

VI. NEW BUSINESS:

2. Design Guidelines Update-

The Commission was introduced to Bob Graham with Motley Design Group. The City of Cottonwood has contracted through Motley Design Group to conduct the design guideline updates.

Bob Graham said that Motley Design Group are primarily historic preservation architects based out of Phoenix. The current Zoning Ordinance guidelines for the historic preservation areas mainly pertain to commercial properties on Main Street.

Planner Padgett said a few issues that we are looking at will be the boundaries of the Old Town area and how they address the residential areas as well. The commercial areas have been studied, but the residential areas have not. Speaking about a Historic Overlay District as a part of the design guidelines. The word historic would require a 50% threshold for the residential areas. We are working on how to maneuver around those sections of the code that are causing the inability to add the residential areas.

Director Ellis said some of the concerns are a lack of a survey on what historical properties that would contribute in order to call this a historic district and make sure the design guidelines accommodate that. A call was made to SHIPO to find out how the grant could move forward, if the term historic was removed. We're looking at more of a planning area, the Old Town Overlay District, so it can include the neighborhoods.

Bob Graham said there are three parts that we are looking to change. The Historic Preservation regulations that are not directly related to historic but are causing issues of inflexibility and applicability to the preservation goals. Second is the Historic Preservation chapter. The biggest issue is the way a Historic District is defined, a collection of landmarks, that are national register eligible. With the Historic District being so tightly defined, it makes it difficult under the terms

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of the Ordinance to allow more to the District. Third is the Design Guidelines that currently only apply to the commercial area of the Historic District.

Director Ellis asked the Commission if they would like to continue with a Planning Overlay District versus having the Historic Overlay District.

Planner Padgett said the plan was to have people buy into the new district instead of forcing them into the new district.

The Commission all agreed that the Special Planning District with the option to buy into the District would be the best way to move forward.

VII. DISCUSSION ITEMS:

1. Brick Program Update-

Planner Padgett- The brick program started a few years ago, since the start of the program 144 bricks have been sold. Currently there is \$9420.38 available in the Brick Memorial Fund account. Some of the money was used to make minor renovations to the Civic Center. Currently there is not an active promotion for the Brick Program, due to COVID.

A discussion was held on what to spend the remaining money on. Some ideas were to add audio and video capabilities to allow events to be broadcasted and to replace the flooring due to the current condition.

Deputy City Manager Rudy Rodriguez recommended contacting Jack Teal with Parks and Recreation to find out what renovations are needed for the Civic Center and contact John Carter regarding any audio and video additions.

Commissioner Collins suggested placing marketing materials at the new Tourist Center to promote the Brick Program. Deputy City Manager Rodriguez suggested contacting the cities new marketing manager to help get the word out.

2. Home Tour Update-

Planner Padgett updated the Commission that there have been three bids to produce the video for the Home Tour. The May deadline is coming quickly, the main focuses are to decide on what properties are going to be on the video, contacting the owners and getting sponsorships.

Commissioner Garrison suggested they divide the list of potential properties between the Commission to contact by the March meeting. All agreed this is a good idea.

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Commissioner Stephens will draft a list of questions to ask the property owners by March 12th.

VIII. SUGGESTED TOPICS FOR FUTURE MEETINGS:

Director Ellis explained to the Commission that City Council and the Planning & Zoning Commission meeting have moved back to in person at the Club House. He asked the Commission what their input was on either continuing virtual meetings or moving back to in person beginning in March?

The Commission decided that they will have the meetings in-person at the Club House and leave the decision to the individual if they would like to attend in person or virtually. Video arrangements will be made for those attending virtually.

Motion: To adjourn

Made by: Commissioner Garrison

Second: Vice Chairman King

ADJOURNMENT at

7:25 p.m.

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