

Planning and Zoning Comments:

CODE REVIEW BOARD Project: The Vineyards at Cottonwood March 15, 2016

BACKGROUND:

In 2001, “The Vineyards at Cottonwood” property was rezoned to Planned Unit Development (PUD-C & PUD-R) Zone for the “Groseta Ranch Master Plan.” PUD zones city-wide were subsequently renamed Planned Area Development (PAD) Zone. That project did not proceed past the zoning approval process. The current proposal represents a substantially different project in terms of the general layout, the mix of uses, circulation and access. The current proposal includes rezoning with a new PAD Zone Ordinance and related Master Development Plan. All standard procedures for a change of zoning are applicable.

The 2001 “Groseta Ranch” project was planned for approximately 144 acres. The current proposal, the Vineyards at Cottonwood, will use approximately 100 acres of the former project area. Road development associated with On the Greens has reduced the project size by a number of acres. In addition, a new parcel, 28.53 acres in area, located to the south of the Vineyards at Cottonwood project will be removed from the current proposal. The cut out parcel has frontage on SR 89A, Verde Heights Drive and Apsco Lane, and is NOT included with the Vineyards at Cottonwood proposal. The 28.53 acre parcel will be retained by the current property owner for future development through a separate application process. Future planning, layout and use of the corner property at Verde Heights Drive and SR 89A will be through a separate process, at some future time, subject to separate zoning review, public notification and public hearings.

MASTER DEVELOPMENT PLAN

The requirement for a Master Development Plan (MDP) is part of the PAD Zoning process. Zoning Ordinance, Section 424. PAD Zone, describes the procedures and includes the outline for the MDP. Planned Area Development (PAD) zoning provides an opportunity for proposing a unique custom designed development project. In return for flexibility with zoning and development standards, the applicant is required to submit a separate Master Development Plan document that allows review of the overall proposal in a comprehensive and coordinated format, so as to allow the reviewing agencies an opportunity to determine compliance with objectives.

The MDP is a separate document, submitted in a ring binder format, that includes a detailed project narrative, supporting exhibits describing the proposed uses, development standards, design guidelines, project phasing data, maintenance responsibilities and other supporting documentation, as well as detailed graphic exhibits, including proposed site plan, landscape plan, building designs, and other project elements, as described in the PAD Zone section of the Zoning Ordinance.

MDP Project Narrative:

Section 424 PAD Zone provides an outline for the project narrative. This includes:
Name and Contact Info.
Data Summary.
Project Objectives.

PROJECT SUMMARY AND PHASING

- 7-10 year total project lifespan for build-out.
- 6 housing phases, each with roughly consistent mixes of single family, patio homes, and condominiums.

Total: (561 residential units)

100 acres. Gross Density- 5.61 units per acre

- 104 single family homes
- 330 patio homes
- 95 row homes
- 32 condominium units
- 5 acres commercial development

Phase 1 (236 units)

- Units 1-4
- 68 single family homes
- 136 patio homes
- 32 condominiums
- 2 acre organic farm with farmers market

Phase 2 (325 units)

- Units 5-7
- 36 single family homes
- 194 patio homes
- 95 Row Homes
- Condominium exercise, social room and pool
- 3 acres commercial development

General Plan Review:

The Applicant shall provide a written statement in the MDP describing how the proposed project conforms to the objectives of the Cottonwood General Plan.

Staff General Plan Analysis: The proposed PAD zoning is in conformance with the General Plan Land Use classification, which designates the Land Use classification for the subject property as Planned Development (PLD). The PLD Land Use classification in the Cottonwood General Plan 2025 supports the Planned Area Development (PAD) Zoning District designation. PAD Zoning supports a master planned approach to property development and encourages quality mixed-use development with integrated open space and natural lands preservation. The MDP is used to describe the details necessary to review the quality of the project.

Graphic Exhibits: Typical Planning exhibits should include:

Site Plan

Topographic map

Phasing Plan

Housing Elevations/Renderings

Open Space & Landscape Plan.

Property Development Standards:

PAD Zoning allows the Applicant to propose unique standards for the project with the understanding that the project will include superior design and character. The MDP serves as the guide for documenting the unique standards for a project. The Applicant shall include all proposed standards, including narrative descriptions, charts and any graphic exhibits.

Typical property development standards may include: Setbacks, Parcel size, Lot coverage, Open space requirements, Parking and Driveway standards, and similar features.

Design Guidelines: Section 424.D.2.g. “Design Guidelines” provides information for documenting Design Guidelines. This includes a narrative section and graphic exhibits, as needed, to adequately describe typical design elements, materials and colors for buildings and site features. This typically includes statements and any guidelines to describe:

- General Guidelines.
- Architectural Theme.
- Building Design.
- Screening/Buffering from adjacent properties.
- Site Features: walls, entry signs.
- Landscaping.

Screening and Buffering:

1. Questions about how the project abuts to the existing homes and properties along a portion of the east boundary should be answered as part of the MDP. Will there be a masonry block wall? Landscaping? How close are the new homes to the existing homes on the neighboring properties and what is proposed along the boundary?
2. The treatment for housing facing on State Route 89A should be described and shown on plans. Area there walls, fences, or landscaping along the highway? Provide a cross section showing the grade change and relationship of the highway to the abutting single-family and multi-unit condominium at typical locations.

Landscape Plan:

A landscape plan for the overall development at this stage indicates general landscape and open space areas. This may include natural open space, drainage features, right-of-way areas, streetscape, pedestrian areas, walking paths, common areas, project entry features and residential areas, where applicable. A Landscape Plant table indicating categories, such as trees, shrubs and ground cover, is typically included. Strict adherence to drought-tolerant plant varieties is expected.

Open Space Standards:

There is an expectation that projects with PAD Zoning will include open space features as an integrated component of a quality master planned community. The ordinance describes open space as both natural and developed areas. For residential and mixed-commercial PAD development, the ordinance describes 30% minimum gross acreage, excluding public and private right-of-way.

Parks and Community Amenities

An open space plan needs to show various features, including park and recreation amenities, walking paths, flood and drainage areas, detention basins, developed common areas, landscaped areas, and preserved natural areas. Provide descriptions and typical details to help describe the character of such areas.

Drainage and Washes.

Identification and preservation of washes and major drainage features in their natural condition is the preferred approach.

Trails.

The goal of including walking trails in and around planned developments is described in the PAD Zone ordinance and MDP outline. The MDP should show the proposed location on map and describe basic design, surface treatment and any relevant details. The Subdivision plat would also include trail and walkway locations.

Circulation Standards:

Existing streets include Groseta Ranch Road, providing access from the roundabout on State Route 89A, and Anna's Street connecting Groseta Ranch Road to On the Greens development.

Traffic Impact Study:

Zoning Ordinance, Section 424. PAD Zoning indicates that a Traffic Impact Study (TIS) is required for residential development with 50 or more units proposed, including where part of larger phased development. The TIS need to be coordinated with the City Engineer. A summary of results would be included with the MDP.

Access and Driveways:

All access points to the development need to be described as part of the MDP. Besides the roundabout at Groseta Ranch Road, any additional access or driveways from State Route 89A need to be coordinated with ADOT. The extension of Groseta Ranch Road from SR 89A to a point on N. Main Street above the Old Town area has been shown on the City's transportation street plan for many years; and is also indicated on the Cottonwood General Plan Circulation Element. The developer shall be responsible for completing those portions of the street, as specified within and adjacent to the project.

Interior Circulation:

Describe typical streets, and include provisions for pedestrian and bicycle circulation. Cottonwood Area Transit (CAT) should be consulted for possible location/s of bus shelter, in the event that future transit routes would include a bus stop for the development

Statement of Water Use:

Recognizing the importance of having a sustainable supply of water, the City of Cottonwood in 2009, obtained from the Arizona Department of Water Resources (ADWR) a "Designation of Adequate Water Supply" for 6,000 acre-feet of water annually, which is more than twice the volume of groundwater pumped in 2013. In order to obtain this designation, the City demonstrated to ADWR that 6,000 acre-feet of groundwater will be continuously available to be pumped from the aquifer for 100 years without causing the groundwater table to decline below a statutorily defined limit. By becoming a Designated Adequate Water Provider, all proposed subdivisions within the City's service area are designated as having a sustainable supply of water to meet their needs. Developers are not required to submit a separate hydrologic study to the State for the subdivision process, as the city-wide designation covers this requirement.

Water Conservation Plan:

The PAD Zone provides an opportunity to propose a comprehensive approach to water conservation for the development. The City ordinance requires greywater dual plumbing for all new residential units; however, the PAD Zone provides an opportunity to waive the dual plumbing requirement for individual residences in return for meeting objectives through a conservation program. Low water plumbing fixtures, use of City reclaim water, rainwater harvesting, drought-tolerant landscaping, or other innovative measures can be included in a water conservation plan.

Development Phasing Plan:

The project is proposed to be developed in Phases. The first phase includes residential development adjacent to the main project entry point at Groseta Ranch Road and SR 89A. Phasing of infrastructure is looked at on a case by case basis. The requirements for phased infrastructure development, including roads, water lines and wastewater systems, are determined by applicable departments based on system requirements. In some cases, extended infrastructure will need to be installed in the 1st Phase so as to meet operational or system requirements. Land development may occur in phases; infrastructure phasing needs to be determined as per system requirements.

SUBDIVISION:

The subdivision platting process is guided by the City's Subdivision Ordinance and State Statute. Subdivision is done through a separate application process that requires review and approval by the Planning and Zoning Commission and City Council. The zoning approvals for the proposed Planned Area Development project must be obtained first with subdivision of land to follow. A Preliminary Plat for the complete project is required to be approved by the Planning and Zoning Commission and City Council. Final Plats may be approved by the City Council in Phased sections.

1. Condominium Plat:

The condominium form of ownership is typically established through a separate subdivision platting process. Arizona Revised Statutes §§ 9-463 and 33-1201, et seq., and the Cottonwood Subdivision Ordinance, Article 8, Condominiums, address procedures and standards for condominiums. The question of how the 32 condominium units are established in relation to shared common areas needs to be addressed through the Subdivision process. It should describe how maintenance responsibilities for the undivided common interests are covered.

2. Site Layout:

The PAD zoning provides flexibility with typical lot layout requirements. Under standard zoning categories, the creation of all new parcels shall have minimum frontage on City streets. "Flag lots" also called "cherry stem lots," where lots have long driveways providing minimal street frontage at the driveway connection are not permitted as part of standard zoning districts, which require minimum street frontage width. Flag lots have the effect of creating isolated parcels along the street, difficult design challenges with residences essentially located in backyards, and street character defined by excessive driveways within a short section. Details are needed.

3. Flag Lot Home Orientation:

PAD Zoning allows consideration of flexibility with standards in return for providing a superior quality development. A typical detail showing how the homes are laid out on the “flag lots,” including the relationship and orientation of the street front units and rear flag lot units, needs to be shown. Driveways could potentially be shared through the use of easements so as to minimize the overall number of driveways.. Showing the design details for how these homes are laid out will help make the case for how the flag lots contribute to the neighborhood quality and character.

Planning Comments:

1. The application for PAD (Planned Area Development) Zoning requires submittal of a MDP (Master Development Plan,) as per Section 424 (PAD Zone) of the Cottonwood Zoning Ordinance. The MDP is specific to each PAD Zone project and will serve as the guide for development for this project for many years to come. For that reason the MDP is submitted in a ring-binder format and includes the final zoning details, property development standards and design review guidelines that become adopted in relation to the PAD ordinance.
2. As part of the Design Review guidelines, indicate architectural theme and product designs for housing types and phases, where applicable. Identify specific housing styles. Materials and colors are described as part of MDP. Lighting fixtures should be described.
3. Open Space and Landscape Plan: A separate plan should identify different types of open space features with estimates of area. Landscape plan describes plant types and general areas to be landscaped.
4. Provide information regarding any screening or buffering proposed along the east project boundary where lots are shown abutting existing properties, including any walls, fences, berms or landscaping.
5. Parking and Driveway Details. There are several parking lots shown. Descriptions of design details and number of spaces should be indicated. For single family units, describe off-street parking, including any covered spaces, setbacks from street and relation to home.
6. Provide information and graphic exhibits for the proposed layout of “Flag Lot” units, including the relationship and orientation between the street front dwelling units and the interior flag lot units. Options to minimize driveways should be considered. Typical layouts for the flag lot properties are needed so as to be able to adequately review the proposal.
7. Provide information on the treatment of residential properties abutting State Route 89A, including any proposed walls, fences or landscaping. Provide cross-section drawings where residential properties front on the highway showing relationship of highway to buildings in terms of grade change, as well as the location of any screening walls and landscaping. What does the view of the residential buildings look like from State Route 89A?



City of Cottonwood

Engineering Dept.

Date: July 8, 2016

Mr. Charles Scully
City of Cottonwood
111N Main St.
Cottonwood, AZ 86326

RE: Vineyards @ Cottonwood Comments

Dear Mr. Scully:

The following comments pertain to Vineyards@ Cottonwood Master Development Plan, submitted to the City on June 20, 2016:

1. All public infrastructure (streets, water, sanitary sewer, storm drainage, reclaimed water, etc.) shall be constructed in accordance with the current edition of the Maricopa Association of Governments, Uniform Standard Details for Public Works Construction, Maricopa Association of Governments, Uniform Standard Specifications for Public Works Construction, Article 6 of the City of Cottonwood Subdivision Ordinance (06/07/OS) and generally accepted engineering principles. Additional requirements may be required at the discretion of the City of Cottonwood, Engineer.
2. Drainage improvements shall be designed in accordance with the Drainage Design Manual for Yavapai County and City Ordinances 172 & 615. Additional requirements may be required at the discretion of the City of Cottonwood, Engineer.
3. Public roads shall be a minimum of 30' wide back of curb to back of curb. Streets with a width less than 30' back of curb to back of curb shall be considered to be private streets and will not be publically maintained. If a street width of less than 30' back of curb to back of curb is desired, the minimum width shall be dictated by the requirements set forth by the City of Cottonwood Fire Department.
4. Time is of the essence for the construction of Groseta Ranch Road north to Main Street. Construction of the roadway extension shall be started as soon as practicable ensuring that the road is completely constructed and accepted by the City of Cottonwood no later than March 1, 2020. Failure to comply will result in ownership of the granted right of way reverting back to the property owner.
5. The Developer shall dedicate an Avigation Easement to the City of Cottonwood due to subject property's proximity to the Cottonwood Airport. This easement shall be identified on the subdivision plat.

If you have any questions or need additional information, please do not hesitate to contact me at 928.634.8033 or via e-mail at rwieniecke@cottonwoodaz.gov.

Respectfully,



Robert L. Winiecke, P.E., CFM
Engineer



FIRE & MEDICAL DEPARTMENT

TO: Berrin Nejad, Community Development Manager
FROM: Rick Contreras, Fire Marshal
DATE: June 28th 2016
SUBJECT: The Vineyards at Cottonwood Subdivision Preliminary Requirements

GENERAL FIRE DEPARTMENT COMMENTS

The Cottonwood Fire and Medical Department looks forward to working alongside the developer/contractor on this upscale subdivision project that will provide the most up to date current fire and life safety systems and code requirements within the State of Arizona. These features will provide our citizens and property with enhanced fire protection for many years to come. As a reminder, all plans and designs shall fully comply with the 2012 International Fire Code {IFC} and the 2012 International Building Code {IBC} and per the Cottonwood Fire Departments Conditions. Please review the comments that are listed below.

- A full complete set of detailed stamped plans shall be provided to the Cottonwood Fire & Medical Department for review and prior approval of all phases before the work is permitted to start.
- Any buildings that exceeds 30' of the vertical distance between the grade plane and the highest roof surface shall meet all the requirements of Appendix D section D105.

FIRE SPRINKLER & FIRE ALARM COMMENTS

- Fire sprinklers shall be installed throughout the building{s} per NFPA 13 and all local regulations. The system shall be designed to meet the Hazard Class.
- Fire alarms shall be installed in all commercial and mixed use buildings per NFPA 72 and NFPA 70.

*Community risk reduction through:
Experience – Education – Engineering - Enforcement*

FIRE HYDRANT AND FIRE FLOW COMMENTS

- All plans, designs and fire flow calculations shall fully comply with the 2012 International Fire Code Appendix B and Chapter 5 of the IFC and per the Cottonwood Fire Departments Conditions.
- Fire hydrants and all water supply systems shall be installed, inspected, tested and accepted in accordance with all fire code requirements before any building materials and combustibles are allowed to arrive on site. Coordinate the installation and exact location of the fire hydrants with the Cottonwood Fire Marshal and the City of Cottonwood Utilities Department. {A reduction of fire hydrants and/or distance may be allowed} per appendix C of the IFC.

STREET / ACCESS / TURNAROUND COMMENTS

- All road/street heights, widths, cul-de-sac and hammerhead turn around distance {s} shall meet the requirements in the 2012 International Fire Code appendix D and the City of Cottonwood conditions.
- A secondary approved temporary access road shall be installed before phase II construction is started. A permanent approved collector street accessing North Main Street shall be installed and fully accepted by the City of Cottonwood before phase II is 25% completed.
- Tract “G” and Tract “F” may not meet the requirements stated within appendix D table D103.4. Provide a detailed plan of these Tracts for review and approval.
- No parking will be allowed on any streets that are 20’ wide. Parking on one side of the road will be allowed on streets that are 26’ wide, except where Fire Hydrants are located.
- Fire lanes shall be provided and shall be a minimum of 20’ wide and have a vertical clearance of 13’6” and maintained within 150’ of any part of the building. 12”x 8” Red retro reflective Fire Lane signs stating “No parking by order of the Fire Marshal” shall be posted at every 75’. All curbs in the Fire Lane shall be painted red with 4” white letters stating “No Parking Fire Lane” painted on the curb face. Coordinate exact areas of signage requirements with the Cottonwood Fire & Medical Department.

MAPPING / ADDRESSING COMMENTS

- All addressing and street names shall be coordinated and approved with the Cottonwood Fire & Medical Department Lieutenant Jeff Boyd. There may be some conflicts with the proposed street names that are currently listed. All requirements and conditions shall meet the conditions of Chapter 5 and appendix D of the 2012 IFC.

LANDSCAPING PLAN

- At the gated entrance to the On the Greens subdivision {from Anna's Ave.}, The Cottonwood Fire and Medical Department has an emergency vehicle preemption signal device on the coded gate system that requires a clear visible path from Groseta Ranch Road in order to operate correctly. Please coordinate any future placement of trees and shrubs within this corridor that may prevent this device from working correctly.

FIRE MARSHAL DIRECT COMMENTS

- We believe that this will be an outstanding project that will satisfy all of the Fire and Life Safety Code requirements throughout the entire subdivision. Our goal is to provide you {the developer} with outstanding customer service, and also provide our citizens with the safest living community as possible. We value your experience within the development/construction profession in Northern Arizona and look forward to hearing input from the developer so that we are all on the same page throughout this process.
- If there are any questions or comments, please feel free to contact the Cottonwood Fire Department at 928} 634-2741 or email rcontreras@cottonwoodaz.gov
- **These comments are preliminary, and final determinations, comments and approvals will be provided upon review of the final sets of plans submitted. No Certificate of Occupancy will be signed or issued by the Fire Marshal until all Fire Department conditions and requirements are fully met.**