

# PLANNING & ZONING COMMISSION A G E N D A

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**PLANNING & ZONING COMMISSION  
REGULAR MEETING / PUBLIC HEARING  
THURSDAY, MARCH 27, 2014  
9:00 AM**

**COUNCIL CHAMBERS  
CITY HALL  
201 S. CORTEZ STREET  
PRESCOTT, ARIZONA  
(928) 777-1207**

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The following agenda will be considered by the **PLANNING & ZONING COMMISSION** at its **REGULAR MEETING / PUBLIC HEARING** to be held on **THURSDAY, MARCH 27, 2014, at 9:00 AM AT THE PRESCOTT COMMUNITY CENTER, 1280 ROSSER STREET PRESCOTT, AZ 86301**. Notice of this meeting is given pursuant to *Arizona Revised Statutes*, Section 38-431.02.

**I. CALL TO ORDER**

**II. ATTENDANCE**

<b>MEMBERS</b>	
Tom Menser, Chairman	George Sheats
Ken Mabarak, Vice Chairman	David Stringer
Joseph Gardner	Terry Marshall
Len Scamardo	

**III. REGULAR ACTION ITEMS**

1. Approval of the March 13, 2014 meeting minutes.
2. Discussion of the General Plan Update; no action required.

**IV. CITY UPDATES**

**V. SUMMARY OF CURRENT OR RECENT EVENTS**

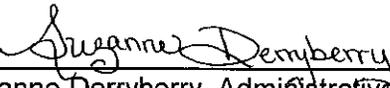
**VI. ADJOURNMENT**

THE CITY OF PRESCOTT ENDEAVORS TO MAKE ALL PUBLIC MEETINGS ACCESSIBLE TO PERSONS WITH DISABILITIES. WITH 48 HOURS ADVANCE NOTICE, SPECIAL ASSISTANCE CAN BE PROVIDED FOR SIGHT AND/OR HEARING IMPAIRED PERSONS AT PUBLIC MEETINGS. PLEASE CALL 777-1272 OR 777-1100 (TDD) TO REQUEST AN ACCOMMODATION TO PARTICIPATE IN THIS MEETING.

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**CERTIFICATION OF POSTING OF NOTICE**

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Prescott City Hall and on the City's website on March 21, 2014 at 3:00 p.m. in accordance with the statement filed with the City Clerk's Office.

  
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Suzanne Derryberry, Administrative Specialist  
Community Development Department



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201 S. CORTEZ STREET  
PRESCOTT, ARIZONA  
(928) 777-1207**

The following agenda will be considered by the **PLANNING & ZONING COMMISSION** at its **REGULAR MEETING / PUBLIC HEARING** to be held on **THURSDAY, MARCH 27, 2014, at 9:00 AM** in **COUNCIL CHAMBERS, CITY HALL**, located at **201 S. CORTEZ STREET**. Notice of this meeting is given pursuant to *Arizona Revised Statutes*, Section 38-431.02.

**I. CALL TO ORDER**

**II. ATTENDANCE**

**MEMBERS**

Tom Menser, Chairman  
Ken Mabarak, Vice Chairman  
Joseph Gardner  
Len Scamardo

George Sheats  
David Stringer  
Terry Marshall

**III. REGULAR ACTION ITEMS**

1. Approval of the March 13, 2014 meeting minutes.
2. Discussion of the General Plan Update; no action required.

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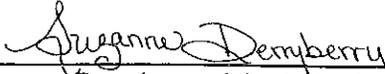
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Suzanne Derryberry, Administrative Specialist  
Community Development Department



**PLANNING & ZONING COMMISSION  
REGULAR MEETING / PUBLIC HEARING  
MARCH 13, 2014  
PRESCOTT, ARIZONA**

**MINUTES of the PRESCOTT PLANNING & ZONING COMMISSION held on MARCH 13, 2014 at 9:00 AM in COUNCIL CHAMBERS, CITY HALL, 201 S. CORTEZ STREET, PRESCOTT, ARIZONA.**

**I. CALL TO ORDER**

Chairman Menser called the meeting to order at 9:00 a.m.

**II. ATTENDANCE**

<b>BOARD MEMBERS</b>	<b>STAFF MEMBERS</b>
Tom Menser, Chairman	George Worley, Planning Manager
Ken Mabarak, Vice Chairman	Suzanne Derryberry, Administrative Specialist
David Stringer	Ryan Smith, Community Planner
George Sheats	Tom Guice, Community Development Dir.
Len Scamardo	Don Prince, Tourism Director
Joe Gardner	John Paladini, City Attorney
Terry Marshall	Eric Kriwer, Fire Marshal
	Jeff Burt, Economic Development Dir.
<b>MEMBERS ABSENT</b>	<b>COUNCIL PRESENT</b>
None	Greg Lazzell
	Steve Blair

**III. REGULAR ACTION ITEMS**

1. Approval of the February 27, 2014 meeting minutes.

Mr. Sheats, MOTION to approve the February 27, 2014 meeting minutes. Mr. Mabarak 2<sup>nd</sup>, VOTE 7-0; passed.

2. Discussion of the General Plan Update; no action required. *Discussion to follow Public Hearing Items.*

Mr. Smith discussed the General Plan adopted schedule.

Discussions continued from the previous meeting starting with Section 5 of the General Plan.

Various topics discussed by commission members and staff were related to form based codes, affordable housing, impact fees, community demographics, public transportation, dark sky lighting and rehabilitation facilities.

Mr. Burt discussed topics related to Economic Development.

#### IV. PUBLIC HEARING ITEMS

1. PP13-002, 340 North Lee Blvd. APN: 103-20-604K totaling ±44.23 acre. LDC Sections 9.5 and 9.10 Zoning is Business Regional (BR). Request is for a Preliminary Plat/Planned Area Development. Owner: Lee, Ltd., PO Box 471, Prescott, AZ 86302 Applicant/Agent: Touchmark Development & Construction Company, 5150 SW Griffith Dr., Beaverton, OR 97005. Community Planner is Ryan Smith (928) 777-1209.

Joseph Billig, 5150 SW Griffith Dr, Beaverton, OR, provided an overview of the proposed project and displayed photos and a site plan on the overhead projector.

Richard Russell, 5150 SW Griffith Dr, Beaverton, OR, discussed the location of the community building and stated that a portion of it would reside within the single-family 12 zoning district.

Continued discussions took place regarding the use of the community building by the general public in relation to the SF-12 zoning District.

Mr. Scamardo discussed the Special Use Permit and the proposed building height.

Mr. Russell discussed issues surrounding the concerns regarding the building height request. Mr. Smith and Mr. Menser discussed the manner in which building height is measured. Mr. Russell concluded by showing photos displaying site lines in relation to blocking views.

Carol Balzarini, 791 Tom Mix Trail, discussed traffic, shopping center on Hwy69, planned changes in street construction, construction phases, length of project, and standard layout. Mr. Russell stated they do not have a standard design; all communities were built to site.

Edward Wolfe, 818 Tom Mix Trail, discussed the traffic study and concerns regarding traffic flow.

Wendy Ratner, 701 Tom Mix Trail, discussed concerns regarding traffic, fire, and safety.

Bob Stutey, 4976 Cactus Place, discussed traffic, commercial development, and fire. Eric Kriwer, City Fire Marshal, discussed ladder trucks, rescue points, fire access roadways, and fire code.

Richard Kaplan, 840 Flying U Court, wanted to know if there was a Development Agreement in place. Mr. Smith stated that there was not currently a Development Agreement for the property.

Bill Ray, 673 Cloud Crossing Cir, discussed development of the area and its best possible use. He also discussed traffic and fire.

Ed Villarreal, 484 Miracle Rider Rd, wanted to know if the height was granted if it would set precedence for other prospective developers.

Mr. Scamardo discussed Variances verses Special Use Permits.

David Seelye, Sharp Shooter Lane, discussed concerns about the height request.

Sandy Irwin, 3311 Bar Circle A Rd, wanted to know if an environmental impact study had been done. Mr. Smiths stated that it was not a requirement but a drainage study had been done.

Jim Lee, 300N Lee Blvd, discussed the history and development of the area, as well as the important need for emergency response.

Mr. Paladini addressed the two decisions for the commissioners to determine; the plat approval and the Special Use Permit. He added that the approval of the SUP would not create a legal precedence.

Other discussions were related to the Site Plan.

Mr. Stringer and Mr. Russell discussed additional grading to help decrease the proposed building height.

Mr. Marshall discussed pedestrian access across Yavapai Hills to access the trails.

Mr. Scamardo discussed open space.

Larry Gibson, Sharp Shooter Lance, discussed is concern regarding traffic.

Mr. Smith clarified that the previous Development Agreement was actually still in effect and the application was in conformance with the DA.

Mr. Menser closed the public hearing.

Mr. Gardner stated that the proposal was for a height restriction of just 3% of the site; therefore, if they were ever going to grant a Special Use Permit, this request was reasonable. He added that he was comfortable with both traffic and fire access.

Mr. Smith discussed how the height measurements were calculated.

Mr. Mabarak discussed zoning and attempts to buffer areas for residential zoning districts. He added that his concern was related to views from Hwy69 in relation to building size and building height. He concluded that he could not support a Special Use Permit for a height exception; aside from that, he was in favor of the project.

Mr. Sheats stated that the site plan and arrangement was well designed and appreciated the amount of proposed open space. In conclusion, he stated that overall, he was in favor of project.

Mr. Marshall stated that after speaking with the different city departments, his concerns were alleviated, therefore, he felt that it was a good use for the property.

Mr. Stringer stated that he did support the project and felt that it was the best use for the property. He concluded by stating that he felt the height issues were addressed and the impact on neighbors would be minimal, therefore, he felt that the developer was making a reasonable request and the project should be supported.

Mr. Scamardo stated that he was in support of the Preliminary Plat but he did have reservations about the building height; he was not convinced about the height requirements

and the Special Use Permit, therefore, he could support the Preliminary Plat but not the Special Use Permit.

Mr. Menser stated that it was a great project and was happy with the proposed architectural style and site plan. He felt that traffic and fire concerns had been mitigated but his main concern was related to the view from the west as well as the building being placed right on top of the ridge. He stated that he would like to see some compromise on the building height, but had no issues with the density or number of units.

Mr. Mabarak, MOVE to recommend approval of Preliminary Plat, PP13-002, Touchmark at the Ranch, A Planned Area Development. Mr. Marshall, 2<sup>nd</sup>. VOTE 7-0; passed.

SUP13-001, 340 North Lee Blvd. APN: 103-20-604K totaling ±44.23 acre. LDC Sections 4.8 and 9.9 Zoning is Business Regional (BR). Request is for a Special Use Permit for an increased building height of 80'. Owner: Lee, Ltd., PO Box 471, Prescott, AZ 86302  
Applicant/Agent: Touchmark Development & Construction Company, 5150 SW Griffith Dr., Beaverton, OR 97005. Community Planner is Ryan Smith (928) 777-1209.

Mr. Sheats, MOVE to recommend approval of Special Use Permit, SUP13-001, with the following conditions:

- 1) Special Use Permit, SUP13-001, must be in general conformance with the site plan dated 3/7/2014.
- 2) Maximum building height may not exceed 80'.

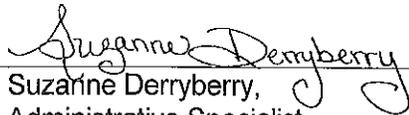
Mr. Gardner, 2<sup>nd</sup>. VOTE 4-3; passed (Mabarak, Menser, Scamardo opposed)

V. **CITY UPDATES**

VI. **SUMMARY OF CURRENT OR RECENT EVENTS**

VII. **ADJOURNMENT**

Chairman Menser adjourned the meeting at 12:28 a.m.

  
Suzanne Derryberry,  
Administrative Specialist

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Tom Menser, Chairman

# Planning & Zoning Commission

## Public Hearing

### Updated General Plan Draft

#### COMMUNITY DEVELOPMENT – PLANNING AND ZONING DIVISION PLANNING AND ZONING COMMISSION

**TO:** City of Prescott Planning and Zoning Commission

**FROM:** Tom Guice, Community Development Director   
George Worley, Planning Manager   
Ryan Smith, Community Planner 

**DATE:** March 27, 2014 and April 10, 2014

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#### **BACKGROUND:**

The General Plan is a voter approved document that guides future land use decisions. It is not zoning. The General Plan is used by staff, Board of Adjustment, Planning & Zoning Commission & Council when considering plats, rezonings, Conditional Use Permits, Special Use Permits, Neighborhood Plans, Specific Area Plans, the City's budget and annexation applications.

A General Plan Committee was selected by Council to provide review, prioritization, clarification, assistance and guidance to revise the 2003 General Plan. Staff coordinated with the Committee to rewrite various sections of the General Plan. The Committee held 39 meetings from 5-18-11 to 2-13-13 culminating in a draft version of the revised General Plan. The Committee held additional meetings this year to review informational updates and staff comments to the draft plan they produced.

The thirteen Committee members, as appointed by Council, are as follows: Brad Devries, Dave Fisher, Glenn Gooding, Miriam Haubrich (co-chair), P&Z Committee Member Terry Marshall (co-chair), Zena Mitchell, Roxane Nielsen, David Quinn, Elisabeth Ruffner, P&Z Committee Member George Sheats, Gary Worob, Councilman Chris Kuknyo (non-voting member) and Councilwoman Jean Wilcox (non-voting member). Previous Council liaisons were John Hanna, Steve Blair and Len Scamardo,

By statute, the Planning & Zoning Commission is the planning agency for the City of Prescott. Therefore, the Commission is charged with making recommendations to Council regarding the adoption of new General Plans and General Plan updates.

#### **PUBLIC OUTREACH:**

Growing Smarter legislation required a Citizen Participation Plan which was adopted by Council in 2011. The outreach process includes citizen outreach meetings, public service announcements, radio show interviews, notices mailed to homes, utility bill announcements, newspaper display ads, area postings and public hearing notice signs posted along primary roads with large lettering readable by motorists. A survey was conducted with approximately 186 respondents. The Committee and staff used survey information and other public input to

help guide the revision process. Throughout this process, the public was and is urged to view information provided on the City website under a spotlighted General Plan Update banner. Written comments, phone calls, walk-in discussions and attendance at a variety of public hearings continue to be encouraged.

**CONSIDERATION OF APPROPRIATE GENERAL PLAN ELEMENTS AND TIMELINE:**

The General Plan Committee established the various elements included in the revised Plan. The seven elements required as part of Growing Smarter legislation are Land Use, Circulation, Open Space, Growth Area, Environmental Planning, Cost of Development and Water. The Economic Development element and Community Quality element have been carried over from the current plan.

At least two public hearings sponsored by the P&Z Commission are required. Discussions may include all aspects of the General Plan. The General Plan will then move on to the Prescott Council with action by resolution. The public will then vote to ratify the General Plan on November 4<sup>th</sup>, 2014.

**SUMMARY OF ACCOMPLISHMENTS NOTED IN THE GENERAL PLAN UPDATE**

The General Plan Committee reduced redundancy, expanded existing concepts and updated information in the 2003 General Plan. The Committee imparted their experience and vision for Prescott's future and added several new sections to the plan: Housing & the Economy, Form Based Codes, Complete Streets, Dark Skies, Glare & Lighting, Emerging Contaminants and Destination Marketing.

The Vision Statement is carried over from the 2003 Plan. The revised General Plan emphasizes Prescott's natural resources such as the lakes, national forests, the Granite Dells, mountains and creeks. Amenities and activities enhanced since 2003 are emphasized such as parks, open space and trails. Water supply and conservation are also emphasized. As a finite resource, water is treated as a limiting factor to future growth. The Prescott downtown continues to be vibrant with shops, restaurants and galleries. There have been several relatively recent historic building restorations downtown with "ski-jump" awnings removed. Prescott as a whole continues to attract new businesses, major retailers and services. Growth has been moderate in both existing and new neighborhoods. Through annexations, Prescott's incorporated area has increased from 38.4 to 42.6 square miles. The City continues to provide basic services such as police, fire, streets, parks and the library, while maintaining a relatively low tax base.