

PLANNING & ZONING COMMISSION AGENDA

**PLANNING & ZONING COMMISSION
REGULAR MEETING / PUBLIC HEARING
THURSDAY, APRIL 25, 2013
9:00 AM**

**COUNCIL CHAMBERS
CITY HALL
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, April 25, 2013, 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
Timothy Greseth

George Sheats
Don Michelman
Terry Marshall

III. REGULAR ACTION ITEMS

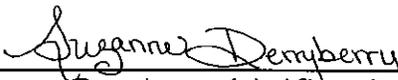
1. Approval of the minutes from the February 14, 2013 meeting.
2. CC13-001. Various APNs located west of Hwy. 89 at Larry Caldwell Dr. LDC Section 6.12.6. Zoning is Industrial Light. Request is to allow for additional wall and monument signage for individual business in the Centerpointe West Industrial Subdivision. The Owner is HOAMCO, PO Box 10000, Prescott 86304. Applicant/Agent is A&B Sign, 691 6th St., Prescott 86301. Planner is Ryan Smith (928) 777-1209.

- IV. **PUBLIC HEARING ITEMS**
No public hearing items
- V. **CITY UPDATES**
- VI. **SUMMARY OF CURRENT OR RECENT EVENTS**
- VII. **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.

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 April 19, 2013 at 1:00 p.m. in accordance with the statement filed with the City Clerk's Office.



Suzanne Derryberry, Administrative Specialist
Community Development Department



MINUTES of the PRESCOTT PLANNING & ZONING COMMISSION held on February 14, 2013 at 9:00 AM in COUNCIL CHAMBERS, CITY HALL, 201 S. CORTEZ STREET, PRESCOTT, ARIZONA.

I. CALL TO ORDER

Co-Chairman Mabarak called the meeting to order at 9:00 a.m.

II. ATTENDANCE

BOARD MEMBERS	STAFF MEMBERS
Tom Menser, Chairman (Absent)	George Worley, Planning Manager
Ken Mabarak, Vice Chairman	Tom Guice, Community Development Director
Tim Greseth	Suzanne Derryberry, Administrative Specialist
Don Michelman	Ruth Hennings, City Planner
Terry Marshall	Matt Podracky, Senior Assistant City Attorney
Joe Gardner	Ryan Smith, City Planner
George Sheats	Gwen Rowitsch
	COUNCIL PRESENT
	Len Scamardo
	Jim Lamerson

III. REGULAR ACTION ITEMS

1. Approval of the minutes from the November 29 and December 13, 2012 meetings.

Mr. Michelman, Motion to approve the minutes of the November 29, 2012 and December 13, 2012 meetings. Mr. Sheats, 2nd. VOTE 6-0; passed

2. PP12-002 The Meadows at Lynx Lake, 110 N. Walker Road. APN: 103-20-002J,P & 103-20-610 totaling 6.3 acres. LDC Section 9.5 and 9.10. Zoning is Single-Family 12,000 square feet minimum lot size (SF-12). Request is for Preliminary Plat approval for a 17 lot subdivision. The Owner is Scott Lee of Lee Ltd., 300 N. Lee Blvd., Prescott, AZ 86301. Planner is Ryan Smith (928) 777-1209.

Mr. Smith reviewed the staff report and indicated that the subdivision was on three current tax parcels totaling 6.3 acres and the plat itself featured a single entry way off of Walker Road and ended in a cul-de-sac. He continued to discuss drainage features related to the plat and noted that the surrounding area

consisted of a subdivision to the north and west. To the northeast there was a commercial district and to the south there was an open area and national forest.

Mr. Smith discussed the PAD and setbacks in relation to the request. He noted that the water service agreement would allow the water to continue to be available over the next five years. In addition, Mr. Smith indicated that staff felt that the water service agreement should be a controlling document and that the LDC would allow the applicant one year to apply for the final plat, however, staff's recommendation was to link the preliminary plat to a water service agreement allowing for a 5 year timeline to apply for a final plat.

Mr. Smith concluded by indicating that staff was suggesting a positive recommendation to council and that the applicant was available for any questions.

Mr. Michelman wanted to know if an HOA would be maintaining the open space drainage. Mr. Smith stated that there was and that he had asked the applicant for a copy of the CCNRs and even though the city doesn't enforce them, they do look for requirements for the HOA to review things like common areas.

Mr. Michelman wanted to know if the applicant would be required to install curbs and gutters. Mr. Smith stated that the public works engineering services department reviewed the plat and decided to waive the requirement because it was so far south on Walker Road.

Mr. Sheats wanted to know if it the area was part of the Ranch Subdivision. Scott Lee, 300 Lee Blvd, stated that it was not a part of the Ranch Subdivision.

Mr. Mabarak discussed the cul-de-sac and wanted to know if it was a fire entry. Mr. Smith stated that at one time it had been a secondary access point to the subdivision. Mr. Mabarak continued by discussing the PAD setback issues and wanted to know the rationale to exceeding the already narrow setback. Mr. Lee stated that the lots were already narrow and he didn't believe anyone would actually choose to build their houses too close together. He noted that all of the homes would be constructed by a builder and not sold as empty lots for individuals to construct the homes themselves. Mr. Smith stated that in the LDC, setbacks were measured to the wall. Homeowners were allowed to have a 3 foot over hang in the front and rear and a 2 foot over hang on the sides.

Mr. Marshall questioned why they were attempting to build such high density housing and why would staff want to allow the houses to be so close together. Mr. Smith stated that a normal non PAD subdivision would have a 9 foot setback so the PAD would allow for more flexibility.

Mr. Gardner stated that the parcels were fairly large in size and that he didn't believe there would issues with the homes being built too closely together.

Co-Chair Mabarak called for any further questions; there were none.

Mr. Michelman, MOTION to approve PP12-002, MEADOWS AT LINKS LAKE PAD, with the following condition:

The final plat application must be submitted within 5 yrs of the preliminary plat approval in accordance with the WSA timeline.

Mr. Sheats, 2nd. VOTE 6-0; passed

3. ANX12-001, 613 W. Maricopa Dr. APN: 107-14-057A totaling 0.38 acres. Request is to annex residential property. Owner is Todd Metcalf and Dawn Nabors. Applicant is Michael Haywood. Community Planner is Ruth Hennings (928) 777-1319.

Ms. Hennings reviewed the staff report and provided general background information related to the proposal and continued by discussing the existing site conditions and some of the problems in regards to owning properties which are owned within the city limits and the county.

Ms. Hennings continued by discussing the possible impacts of water, police, fire, sewer and trash. She also noted the City's adopted annexation policy and zoning requirements. In conclusion, Ms. Hennings stated that staff was recommending approval of the annexation and the new zoning classification.

Mr. Mabarak wanted to know the reasons for the annexation. Ms. Hennings deferred the question to the property owner.

Michael Haywood, 212 S. Marina St., provided a history background regarding the property in question. He pointed out that part of the property was located in the County and the other portion of the property was located in the City which created many difficulties.

Mr. Greseth wanted to know if it would be possible for the applicant to tie into the city water and city sewer. Mr. Haywood stated that there was a potential which would need to be investigated but it was not their current intention.

Mr. Michelman wanted to know if the applicant would be willing to state that when possible, they would agree to tie into both city water and sewer.

Dawn Nabors, 613 W Maricopa Dr., stated that she was unsure if she could agree to that and she would need to speak to her spouse and figure out the financial commitments related to those items.

Ms. Hennings stated that the city could not place conditions on annexations and continued by discussing the city's preference in regards to the water and sewer tie-ins.

Ms. Nabors pointed out that their current septic tank was functioning sufficiently; therefore, they did not have any current plans to transition over to city sewer in the immediate future.

Mr. Marshall wanted to know that as a condition to the annexation, if there could be a requirement or stipulation that the applicant must connect to the city sewer. Ms. Hennings stated that there could not be any conditions placed on the annexations due to state statute requirements.

Mr. Mabarak called for any other questions; there were none.

Mr. Gardner, MOTION to approve ANX 12-001, Michelman, 2nd. VOTE 6-0; passed.

Mr. Gardner, MOTION to recommend SF-12 zoning classification at the time of annexation for ANX 12-001. Mr. Michelman, 2nd. VOTE 6-0; passed.

IV. PUBLIC HEARING ITEMS

No public hearing items.

V. CITY UPDATES

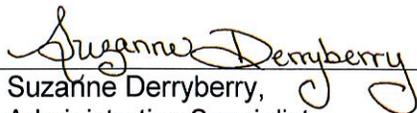
Mr. Worley provided an update of the General Plan.

VI. SUMMARY OF CURRENT OR RECENT EVENTS

None

VII. ADJOURNMENT

Co-Chairman Mabarak adjourned the meeting at 9:36 a.m.


Suzanne Derryberry,
Administrative Specialist

Ken Mabarak, Co-Chairman

PLANNING AND ZONING COMMISSION MEMO – April 25, 2013

DEPARTMENT: Community Development

AGENDA ITEM: CC13-001. Various APNs located west of Hwy. 89 at Larry Caldwell Dr. Zoning is Industrial Light. Request is to allow for additional wall and monument signage for individual business in the Centerpointe West Industrial Subdivision. The Owner is HOAMCO, PO Box 10000, Prescott 86304. Applicant/Agent is A&B Sign, 691 6th St., Prescott 86301.

Department Head: Tom Guice

Planning Manager: George Worley *GW*

Project Planner: Ryan Smith *RS*

SUMMARY

The applicant represents Tri-City Surgery Center who is proposing an amendment to the existing Comprehensive Sign Plan (CSP) for the Centerpointe West Commerce Park industrial subdivision. The request would allow additional wall and monument signage for individual business and commercial centers with 3 or more tenants. The request will increase wall signage for businesses and tenants from 1 sign to 2 signs with a maximum total area increased from 40 SF to up to 100 SF as allowed by the Land Development Code based on building frontage. The proposed amendment would also increase allowed letter size from 20 inches to 24 inches in height for wall signage. Monument signage is proposed to be increased from 15 SF with a maximum height of 5' to 24 SF with no increase in height.

BACKGROUND

During its January 10, 2006 meeting, the City Council approved Comprehensive Sign Plan CC05-004 for Centerpointe East and West Commerce Parks. The Comprehensive Sign Plan featured increased subdivision monument sign area with reduced individual tenant signage. The approved CSP allowed individual tenants a maximum of 40 SF of wall signage with up to 20" letters and one 15 SF monument sign with a maximum 5' height. Some lettering types were prohibited.

	<u>LDC</u>	<u>Approved CSP</u>	<u>Proposed CSP</u>
<u>Subdivision</u>	Two signs 32SF @ 12' height	Two signs	
<u>Monument:</u>	or Hwy Commercial 100SF @ 20'	270SF & 140SF @ 30' & 6' height	No change
<u>1 to 2 Tenants</u>			
<u>Monument:</u>	24 SF @ 12' height	15 SF @ 5' height	24 SF @ 5' height
<u>3+ Tenants</u>			
<u>Monument:</u>	32 SF @ 12' height	32 SF @ 5' height	No change
<u>Tenant Wall:</u>	50 to 100 SF	One sign up to 40 SF 20" letters	Two signs 50 to 100 SF 24" (direct lit channel ok)
<u>Special Tenant</u>			
<u>Wall:</u>	50 to 100 SF	One sign 50 to 100 SF	Two signs 50 to 100 SF 24" direct lit channel ok)

AGENDA ITEM: CC13-001. Various APNs located west of Hwy. 89 at Larry Caldwell Dr. Zoning is Industrial Light. Request is to allow for additional wall and monument signage for individual business in the Centerpointe West Industrial Subdivision.

RECOMMENDATION

Section 6.12.6.C of the Sign Code requires that a Comprehensive Sign Plan must provide signs that are a similar type and function with consistent size, lettering, color & material, or, that the request results in improved sign designs in exchange for otherwise allowed signage size and number of signs. A Comprehensive Sign Plan may allow for innovative sign design, greater number of signs and greater sign area in exchange for higher quality signage or other considerations (Section 6.12.6.A).

The approved Comprehensive Sign Plan CC05-004 traded increased subdivision monument sign area for reduced individual tenant signage. The applicant is now proposing to increase individual tenant signage which may be counter to the original approval. However, the request proposes signage as currently allowed by the LDC. The subdivision is industrial in nature and is adjacent to State Route 89A. Therefore, staff is providing a positive recommendation for approval.

- ATTACHMENTS**
- Applicant Narrative
 - Summary Sheet (provided by the applicant)
 - Vicinity and Zoning Map

Recommended Action: MOVE to approve Comprehensive Sign Plan CC13-001:

City of Prescott
Community Development Dept.
Planning and Zoning Division
201 S. Cortez Street
Prescott, AZ 86303



691 6th Street, Prescott, AZ 86301
928-445-6995 Office
928-776-4429 Fax
sales@absignco.com
www.absignco.com

To Whom It May Concern:

A & B Sign Company is representing Tri City Surgery Center concerning their signage needs and the signage needs of future business owners in the Centerpointe West commercial park located at Hwy 89A and Larry Caldwell Dr. in Prescott.

Because of the design of the Hwy 89 and Hwy 89A interchange, as well as the Larry Caldwell on and off ramps, it is very confusing for drivers not familiar with the area to locate businesses in the Centerpointe West commercial park area.

We respectfully submit the following changes to the existing sign plan so that business owners in this area can have more options when trying to attract the attention of their clients:

1. All Tenants (1 or 2 businesses), Monument : Increase the size of monument signs from 15 square feet to 24 square feet but keeping the overall height of 5 feet. The materials and method of construction will not change.
2. All tenants, wall mounted : Increase the number of wall mounted signs from 1 to 2 and change the square footage allowed from 40 to the standard City code formula. In addition to the sign types included in the current plan, we would include direct lit pan channel letters and increase the maximum letter height to 24 inches from 20 inches.
3. Restaurant, hotel, fast food, gas station and retail wall mounted : Increase the number of wall mounted signs from 1 to 2. In addition to the sign types included in the current plan, we would include direct lit pan channel letters.

We request the approval of these changes to the sign plan, as we believe it will keep the upscale appearance of the area as well as greatly help clients of the businesses in the area arrive to their destination with less frustration.

Sincerely,

Bryan Wieweck

Proposed changes are highlighted

Appendix D
Sign Guidelines
User

User	Sign Type	Function	Location	Quantity	Max. Height	Size	Illumination	Materials	Notes
Centerpointe West Commerce Park	Monument	Project Identification for Hwy. 89A	Frontage Road	One (1)	30-feet	Overall Size 30'x9'x3.5'	None	Fabricated steel and aluminum structure, stucco finish, powder coated individual letters and logo	Landscape Area: A minimum of 3 sq. ft. landscaping per 1 sq. ft. of freestanding sign area. Such landscape area may coincide with an otherwise required landscaped area when it surrounds the free standing sign.
Centerpointe West Commerce Park	Monument	Project Identification from Larry Caldwell Drive	Frontage Road and Larry Caldwell Drive	One (1)	6-feet	Overall Size 4x30'	None	Fabricated steel and aluminum structure, stucco finish, powder coated individual letters and logo	Landscape Area: See Above
All Tenants Business (1 or 2 businesses)	Monument	Business Identification	Parking lot entrances	One (1) per tenant	5-feet	15 sq. ft. 21sq. ft.	Internal illumination Fluorescent/ neon LED	Steel framework, aluminum cut out faces & push through copy and graphics. Sign face to complement building architecture,	Landscape Area: A minimum of 3 sq. ft. landscaping per 1 sq. ft. of freestanding sign area. Such landscape area may coincide with an otherwise required landscaped area when it surrounds the free standing sign.
All Tenants Commercial or Industrial Center (3 or more businesses)	Monument	Business Identification	Parking lot entrances	One (1) per tenant Maximum of two (2) if frontage exceeds 200 ft. Must be 100 ft. apart.	5-feet	32sq. ft.	Internal illumination Fluorescent / neon LED	Steel framework, aluminum cut out faces & push through copy and graphics. Sign face to complement building architecture.	Landscape Area: See Above
All Tenants	Wall Mounted	Business Identification	Building facade of tenant space	One (1) per tenant Two (2) per tenant	Per City	40sq ft less monument sign Per City	Internal illumination "halo" effect Neon/LED Indirect Direct	Reverse pan- channel HDU (sign foam, precision board) or approved equal Pan channel	Letter height not to exceed 20-inches 24 inches
Restaurant Hotel Fast Food Gas Station Retail	Wall Mounted	Business Identification	Building facade of tenant space	One (1) per tenant Two (2) per tenant	Per City	Per City	Internal illumination "halo" effect Neon/LED Indirect Direct	Reverse pan- channel HDU (sign foam, precision board) or approved equal Pan channel	Other sign types subject to special approval by ARC.

Exterior sign finish colors
MAP (Matthews Acrylic Polyurethane) or approved equal
25829, 25489, 25839
MAP Color Code: 27168, 26077

Design Guidelines

Appendix D
Sign Guidelines

existing

Centerpointe West
Commerce Park

User	Sign Type	Function	Location	Quantity	Max. Height	Size	Illumination	Materials	Notes
Centerpointe West Commerce Park	Monument	Project Identification for Hwy. 89A	Frontage Road	Two (2)	30-feet	Overall Size 5'0"x14'5"3'	None	Tilt concrete panels, reinforced concrete masonry, fabricated steel tubing, steel "T" beam	Landscape Area: A minimum of 3 sq. ft. landscaping per 1 sq. ft. of freestanding sign area. Such landscape area may coincide with an otherwise required landscaped area when it surrounds the free standing sign.
Centerpointe West Commerce Park	Monument	Project Identification from Larry Caldwell Drive	Frontage Road and Larry Caldwell Drive	Two (2)	12-feet	Overall Size 5x3'0"	None	Tilt concrete panels, reinforced concrete masonry, fabricated steel tubing, steel "T" beam.	Landscape Area: See Above
All Tenants Business (1 or 2 businesses)	Monument	Business Identification	Parking lot entrances	One (1) per tenant	5-feet	24 sq. ft.	Internal illumination Fluorescent / neon	Steel framework, aluminum cut-out faces & push through copy and graphics. Sign base to complement building architecture.	Landscape Area: A minimum of 3 sq. ft. landscaping per 1 sq. ft. of freestanding sign area. Such landscape area may coincide with an otherwise required landscaped area when it surrounds the free standing sign.
All Tenants Commercial or Industrial Center (3 or more businesses)	Monument	Business Identification	Parking lot entrances	One (1) per tenant Maximum of two (2) if footage exceeds 200 ft. Must be 100 ft. apart.	5-feet	32 sq. ft.	Internal illumination Fluorescent / neon	Steel framework, aluminum cut-out faces & push through copy and graphics. Sign base to complement building architecture.	Landscape Area: See Above
All Tenants	Wall Mounted	Business Identification	Building facade of tenant space	One (1) per tenant	Per City	40 sq. ft. less monument sign	Internal illumination "halo" effect Neon / LED Indirect	Aluminum reverse pan- channel HDU (sign foam, precision board)	Letter height not to exceed 20-inches.
Restaurant Hotel Fast Food Gas Station Retail	Wall Mounted	Business Identification	Building facade of tenant space	One (1) per tenant	Per City	Per City	Internal illumination "halo" effect Neon / LED Indirect	Aluminum reverse pan- channel HDU (sign foam, precision board)	Other sign types subject to special approval by ARC.

Exterior sign finish colors
MAP (Matthews Acrylic Polyurethane) or approved equal
MAP Color Code: 25829, 25489, 25839
27168, 26077

Centerpointe West Property Owners Association
BOARD ACTION IN LIEU OF A MEETING

WHEREAS, The Centerpointe West Property Owners Association, Inc. is an Arizona corporation duly organized and existing under the laws of the State of Arizona; and

WHEREAS, the Board, having been duly elected to serve, desires that the corporation accepts the Amendment to the Signage Guidelines in the Design Guidelines.

NOW, THEREFORE, IT IS HEREBY RESOLVED, by the Board, that the Amendment to the Signage Guidelines in the Design Guidelines is accepted.

This Resolution is adopted the 15 day of February 2013.

**The Centerpointe West Property
Owners Association, Inc.**


Richard Pleva, President

Kent Peterson, Secretary / Treasurer

Helen Testa, Vice President

RECEIVED

FEB 15 2013

HOAMCO

Centerpointe West Property Owners Association
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**The Centerpointe West Property
Owners Association, Inc.**

Richard Pleva, President

Kent Peterson, Secretary / Treasurer



Helen Testa, Vice President

RECEIVED

FEB 19 2013

HOAMCO

Tim Graves

From: R Pleva [rpleva@cableone.net]
Sent: Friday, February 08, 2013 10:57 AM
To: Tim Graves
Subject: Re: CPW sign guidelines revision

I got a copy from Kent Peterson, and I approve the change. The PO Box is a correct address, but I collect it only once a week. I thought I gave you my office address, which works much faster: 5350 Distinction Way, Prescott, AZ 86301. Thanks, Richard Pleva.

On Fri, Feb 8, 2013 at 10:50 AM, Tim Graves <tim@hoamco.com> wrote:

Hi Richard,

I sent information to you at the following address that is on file:

PO BOX 11654

Prescott, AZ 86304

Helen Testa, Vice President has approved. I sent a packet to Kent Peterson, Secretary/Treasurer as well- have not heard back from him.

Please let me know if you would like me to email the information packet.

Thanks,

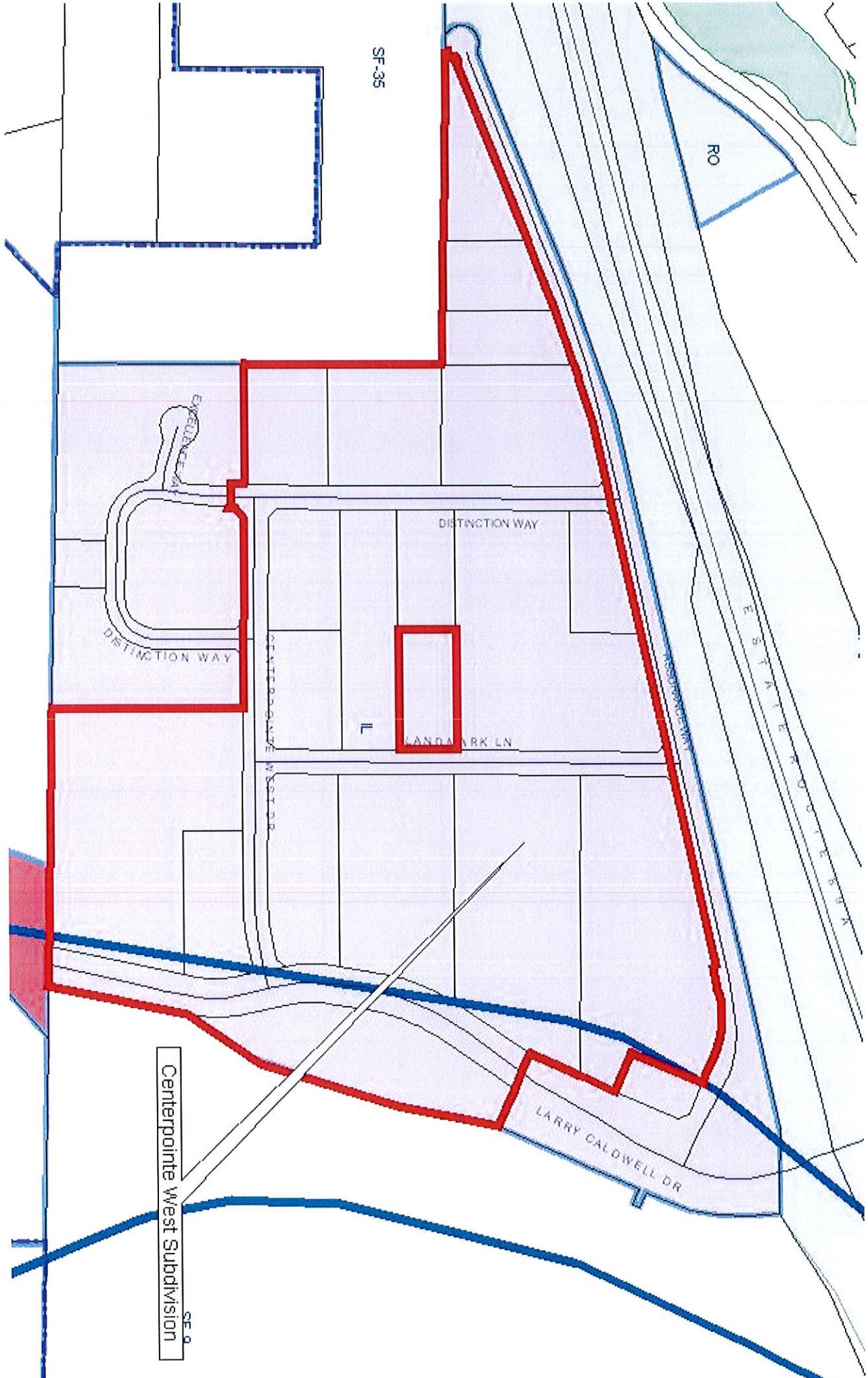
Tim

TIM GRAVES | *Community Association Manager*

HOAMCO

T [928.776.4479](tel:928.776.4479), ext. 24 | F [928.776.0050](tel:928.776.0050)

3205 Lakeside Village | Prescott, AZ 86301



SF-36

RO

EXPERIENCE WAY
DISTINCTION WAY

DISTINCTION WAY

LL

LANDMARK LN

SEATTLEWAY

ESTATE ROAD

LARRY CALDWELL DR

Centerpointe West Subdivision
SF-0