The following agenda will be considered by the PLANNING & ZONING COMMISSION at its REGULAR MEETING to be held on THURSDAY, JULY 13, 2017, 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

<table>
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<th>Members</th>
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<tr>
<td>Tom Menser, Chairman</td>
<td>George Sheats</td>
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<td>Ken Mabarak, Vice-Chairman</td>
<td>Terry Marshall</td>
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<td>Joe Gardner</td>
<td>Phil Goode</td>
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<td>Bill Sim</td>
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III. REGULAR ACTION ITEMS

1. Approval of the May 25, 2017 Meeting Minutes


3. RP17-002, Revision of Plat of Centerpointe East Commercial Center, subdividing 8 existing parcels into 34 parcels to permit tenant units within the 8 buildings to be individually owned; Zoning is Industrial Light (IL); Owners: CP East, LLC; APN’s 103-01-579F, 579I, 579M, 579N, 579P, 579Q, 579R, and 579T.

IV. PUBLIC HEARING ITEMS

1. Amendment to the Land Development Code (LDC) relating to the Section 3.11 Specially Planned Community (SPC) district, adjusting the permitted uses and applicability to commercial zoning districts.

V. 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 July 6, 2017 at 12:00 p.m. in accordance with the statement filed with the City Clerk’s Office.

Darla Eastman, Administrative Specialist
Community Development Department
MINUTES of the PRESCOTT PLANNING & ZONING COMMISSION PUBLIC HEARING MEETING held on MAY 25, 2017 at 9:00 AM in DOWNSTAIRS CONFERENCE ROOM, 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

<table>
<thead>
<tr>
<th>BOARD MEMBERS</th>
<th>STAFF MEMBERS</th>
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<tbody>
<tr>
<td>Tom Menser, Chairman</td>
<td>George Worley, Planning Manager</td>
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<td>Ken Mabarark, Vice Chairman</td>
<td>Darla Eastman, Administrative Specialist</td>
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<td>Joe Gardner</td>
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<td>Terry Marshall - Absent</td>
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<td>George Sheats - Absent</td>
<td>COUNCIL PRESENT</td>
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<td>Phil Goode</td>
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<td>Bill Sim</td>
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III. REGULAR ACTION ITEMS

1. Approval of the April 27, 2017 Meeting Minutes

Mr. Maberak, MOTION to approve the April 27, 2017 meeting minutes. Mr. Goode, 2nd. VOTE 5-0; passed.

   Site APN: 113-03-071B. Location 609 Bagby Drive

George Worley presented the staff report and displayed maps on the overhead projector of the site. Mr. Worley stated that this agenda item is a continuation to review a site plan for Crown Point Apartments, a one hundred and two unit multi-family apartment complex. He mentioned that the architect has returned with the plans of the site sections as requested by the Commission.

Tom Terry, Architect for Distinctive Homes, described the revised drawing including the site sections and discussed the slope and grade in more detail. He showed the Commissioners the “shelving-type” design for stabilization and driveway safety, especially during the winter months. He restated that he worked with the City Fire Department to ensure the minimum slope requirement of 12% grade, 20’ wide roadways, and fire truck turn-around were included into design. Mr. Terry described the safety features that he included such as a continuous walking path (sidewalk and railing) from top to bottom.
The Commissioners discussed the project in more detail. Again, they all agreed that the project site would be a challenge to design due to the topography and numerous boulders on the property. Their main concern is the east-facing driveway that will be very icy and snowy in the winter months. They were also concerned with 500’ of roadway with a 12% slope. The Commissioners were again impressed with the revised video of the project site that included the new updates that Mr. Terry provided. They agreed that they cannot deny a project due to a code issue in the LDC.

The Commissioners agreed that they would have liked to of heard from the City Traffic Engineer’s review the site plan.

Mr. Mabarak, MOTION to approve SI17-003, Site Plan for Crown Point Apartments for a 102-unit complex. Mr. Gardner, 2nd. VOTE 5-0; passed.

V. PUBLIC HEARING ITEMS

1. RZ17-001, Rezoning for Franklin Heights Subdivision from Regional Office (RO) to Multi-family Medium (MF-M) to permit seven (7) dwelling units; Property owner: Catholic Charities. Site APN is 116-06-003A. Location: 1718 Willow Creek Road

Mr. Goode, MOTION to table RZ17-001. Mr. Sim, 2nd. VOTE 5-0; passed.

IV. OTHER BUSINESS ITEMS

1. Discussion of Amendment to the Land Development Code (LDC) relating to the Section 3.11 Specially Planned Community (SPC) district, adjusting the permitted uses and applicability to commercial zoning districts.

George Worley provided a summary and background of the SPC district and how adjusting the permitted uses and applicability commercial zoning districts would benefit the district. Mr. Worley stated that currently in the LDC the SPC district allows for master planned communities to establish the types and locations of uses though the approval of the master plan by City Council. He continued by saying that the benefit to the SPC concept is that it allows the developer and the City great flexibility in the design of a “small community.” He said that the individual use areas within the district do not need to be rezoned to allow for specific uses, it would just take an amendment to the Master Plan. Another difference is that the developer will begin the process rather than the City imitating it. He referenced the Deep Well Ranch area as an example and compared the SPC district to rezoning and stated that a rezoning is limited to zoning boundaries. Also, the Commission will review Master Plans and amendments for appropriateness as well as by staff. The developer is responsible for disseminating the information to the public and not the City. The downside is that it will impact the public by reducing the awareness and the ability to make comments.

The Commissioners discussed the SPC district and the possibility of permitting commercial uses. Most felt it is the SPC may be community development of the future by reversing the 1950s way of zoning. It is an innovative way of planning for the City of Prescott and it would attract more commercial sustainability. The concerns were that public notice and awareness would be affected, and that it may work with a conscience developer, but ultimately the responsibility would fall to Planning and Zoning Commission to ensure the SPC district’s success. Mr. Worley said that the text changes are minimal and that he provided a markup for the Commission’s review. He also said that it is proposed to move the district language from
Article 3, Residential Districts to Article 4, Nonresidential Districts and that most commercial districts allow residential uses. He said that moving the text would help clarify that the district can now be applied for commercial use as well as residential.

IV. ADJOURNMENT

Tom Menser, Chairman adjourned the meeting at 10:20 a.m.

__________________________  ____________________________
Darla Eastman,                      Tom Menser, Chairman
Administrative Specialist
PLANNING & ZONING COMMISSION MEMO

MEETING DATE: July 13, 2017

DEPARTMENT: Community Development

AGENDA ITEM: SI17-004, Site Plan for a 10 unit multi-family apartment complex. [Zoning: Multi-Family Medium (MF-M); APN 113-03-002; 310 Hillside; Property Owner: Virgil Doefler]

Approved By: Date:
Director: Guice, Tom 7/7/17
Planning Manager: George Worley 7/6/17
Community Planner:

Item Summary

The site is located at 310 Hillside and the subject property is a 0.46 acre site zoned Multi-Family Medium Density (MF-M), which would permit up to 10 multi-family residential units. The site plan proposed for the Hillside Apartments is for a ten (10) unit multi-family apartment complex. The apartments will consist of one bedroom units with dens.

Background

The subject property will require a Water Service Agreement for the ten (10) apartments. However, the property owner has water credits in sufficient quantity to supply the full development. A Site Plan approved by the Planning and Zoning Commission is required in order for this project to go to the City Council for the request for water allocation.

Site Design

The site layout includes a residential building containing 5 units on each of two floors. A driveway accesses the site from Hillside. A Fire Department turn-around is provided within the parking lot drive aisle. While the site access and address is off of Hillside, the front for setback purpose is 1st Street. The setback requirements are 20 feet front and rear; 7 feet side (the south property line), and 0 feet corner side (Hillside frontage) The site meets all required setbacks. Maximum permitted building height is 35 feet. The proposed two-story building is 32 feet in height at its tallest point.

Parking spaces are provided to accommodate both the bedroom count and the guest parking requirements of Article 6, Section 6.2 of the Land Development Code. Provided are 10 spaces (1 per bedroom), plus 5 guest spaces (0.5 per unit).
AGENDA ITEM: SI17-004, Site Plan for a 10 unit multi-family apartment complex. [Zoning: Multi-Family Medium (MF-M); APN 113-03-002; 310 Hillside; Property Owner: Virgil Doefler]

Landscaping is indicated, but a more detailed plan will be required for the permit review.

All other site design criteria appear to meet the Land Development Code requirements. The site plan will be reviewed in greater detail at the time of construction permit submittal.

Attachments

1. Aerial Location Map
2. Zoning Map
3. Site Plan

Recommended Action: MOVE to recommend approval of Site Plan SI17-004, Hillside Apartments.
MEETING DATE: April 13, 2017

DEPARTMENT: Community Development

AGENDA ITEM: RP17-002, Revision of Plat of Centerpointe East Commercial Center, subdividing 8 existing parcels into 34 parcels to permit tenant units within the 8 buildings to be individually owned; Zoning is Industrial Light (IL); Owners: CP East, LLC; APN's 103-01-579F, 579I, 579M, 579N, 579P, 579Q, 579R, and 579T.

Approved By: Date:
Director: Guice, Tom 7-7-17
Planning Manager: George Worley 7-6-17
Community Planner:

Project Summary

This is a request to subdivide several existing parcels within the subdivision to create a condominium ownership scheme within an existing commercial complex. The revision of plat will result in 34 parcels where 16 exist currently. No changes to the common areas or to the setbacks to the exterior lot lines will occur through this revision.

Background

The original plat created 16 parcels that have, or will eventually have, buildings divided into tenant units. Under the existing arrangement, the units are leased to tenants. This revision of the plat will take the existing tenant units (and create new tenant units) that can be owned by the tenants.

The existing buildings occupy the entirety of each parcel with perimeter setbacks being provided in common area tracts. The new subdivided units will not change this arrangement. The new parcel lines will coincide with the tenant separations within each building and with the exterior walls of the buildings.

The total number of potential units within the subdivision will not change with this revision. The only significant change is that the revision will allow the tenant spaces to be sold. Because the potential number remains the same, there are no changes to the parking requirements. Similarly, because the common areas are not affected by this revision, there are no required changes to the existing landscaping and lighting plans.
AGENDA ITEM: RP17-002, Revision of Plat of Centerpointe East Commercial Center, subdividing 8 existing parcels into 34 parcels to permit tenant units within the 8 buildings to be individually owned; Zoning is Industrial Light (IL); Owners: CP East, LLC; APN's 103-01-579F, 579I, 579M, 579N, 579P, 579Q, 579R, and 579T.

Attachments
1. Aerial Location Map
2. Zoning Map
3. Revision of plat

Recommended Action: MOVE to recommend approval of RP17-002, Revision of Plat for Centerpointe East Commercial Center.
MEETING DATE: July 13, 2017

DEPARTMENT: Community Development

AGENDA ITEM: Text amendment to the Land Development Code (LDC) relating to the Section 3.11 Specially Planned Community (SPC) district, adjusting the permitted uses and applicability to commercial zoning districts.

Approved By: ___________________________ Date: ______________
Director: Guice, Tom
Planning Manager: George Worley
Community Planner:

Item Summary

The LDC currently has the SPC district that allows for master planned communities to establish the types and locations of uses through the approval of the master plan by City Council. This request is to extend that option to commercial and mixed use developments to allow for greater flexibility by landowners, developers, and land planners to design projects that may not be possible under the typical restrictions of Euclidean Zoning (uses delimited by geographical areas or districts).

Background

The SPC concept allows the developer and the City greater flexibility in the design of such projects. The individual use areas within the district do not need to be rezoned to allow specific uses because the control rests with the master plan. This allows an entire large property to be zoned SPC and then the developer and the City rely on the master plan from that point forward. The master plan must be reviewed by the Planning and Zoning Commission and approved by the City Council prior to the development proceeding and it then functions similar to zoning. The Hassayampa residential community is the primary example of such a SPC district. The Zoning Map simply indicates “SPC” without any further differentiation of uses. The Land Use Table (2.3) of the LDC references the SPC section and specifically the section requiring the rezoning ordinance to include all permitted uses identified in the master plan. Staff then relies on the approved master plan uses and any included development criteria for day-to-day review and approval of development projects within that SPC district.
AGENDA ITEM: Text amendment to the Land Development Code (LDC) relating to the Section 3.11 Specially Planned Community (SPC) district, adjusting the permitted uses and applicability to commercial zoning districts.

There is, however, currently a significant limitation on the SPC district; it is a residential district. Minor, incidental, commercial uses can be approved through the master plan process, but the district cannot currently lend its flexibility to a project that will be largely commercial in nature. Some years ago, staff discussed with the Unified Development Code Committee the idea of expanding the SPC district to include commercial uses. While the idea was well received at the time the subsequent economic downturn removed the impetus to pursue the code text changes needed. Now with development back in full swing, staff desires to reintroduce the idea.

The text changes needed are minimal. A text markup is attached for Commission consideration. In addition to the text changes, staff proposes to move the district from Article 3, Residential Districts to Article 4, Nonresidential Districts. As the Commission is well aware, most commercial districts allow residential uses. The move would clarify that the district can now be applied to fully commercial, or to mixed use, projects but would not interfere with the continued use of the district for residential projects.

Attachments

1. Text amendment markup

Recommended Action: Move to recommend amendment of the Land Development Code, Article 3, Section 3.11 Specially Planned Communities, as depicted in attachment 1.
*Sec. 3.14 4.13 / Specially Planned Community (SPC)*

3.11.1 / Purpose

The Specially Planned Community (SPC) District permits greater flexibility and more creative and imaginative design for the development of residential areas than is generally possible in other residential districts while allowing a limited range of nonresidential, commercial and industrial uses, all as specified in the required site specific Master Plan. The district promotes development of self-contained villages and more economical and efficient use of the land with a harmonious variety of housing choices, a higher level of recreational amenities and facilities, and appropriate civic and business uses, while preserving natural qualities of open spaces. A variety of housing types and uses may be permitted with an orderly relationship to one another. In addition to the use and area regulations of this section, development in the SPC district shall be in compliance with all other applicable provisions of this Code or as may be specified by the SPC Master Plan.

3.11.6 / Required Uses

To achieve the intent of the Prescott General Plan and this Section (Sec. 3.11.1 above), proposed projects in the SPC district may contain the following mix of uses:

A. ...

B. ...

C. Nonresidential Uses

1. A mix of uses from the Retail, Service, and Business and Industrial Use Categories as described in Sec 11.1.5, which is reasonably calculated to meet the daily and frequent shopping needs of the SPC district residents at a minimum.

2. A mix of uses from the Public, Civic, and Institutional Use Categories as described in Sec. 11.1.4, which is reasonably calculated to meet the needs of the SPC district residents at a minimum.

3.11.9 / District Standards

District standards applicable in the SPC district include the following, or as may be specified by the SPC Master Plan:

*Entire section to be moved and renumbered as Section 4.13 / Specially Planned Community (SPC)*