



# PLANNING & ZONING COMMISSION AGENDA

PLANNING & ZONING COMMISSION  
REGULAR MEETING  
THURSDAY, February 13, 2020  
9:00 AM

COUNCIL CHAMBERS  
CITY HALL  
201 S. CORTEZ STREET  
PRESCOTT, ARIZONA

The following agenda will be considered by the **PLANNING & ZONING COMMISSION** at its regular meeting to be held on **THURSDAY, February 13, 2020 AT 9:00AM** 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	
George Sheats, Chairman	Ted Gambogi
Terry Marshall, Vice Chair	Mel Roop
Ken Mabarak	George Lee
Don Michelman	

**III. REGULAR AGENDA ITEMS**

1. Approval of the January 30, 2020 meeting minutes.
2. **PLN19-022**, Proposed rezone at 826 Sunset Ave. amending the zoning from Multi-Family Medium Density (MF-M) to Business Regional (BR) to allow for a Veterinary Clinic use. [Property owner: Prescott Senior Daycare Center, Inc. Applicant/Agent: Harmony Holistic Veterinary Care/Denise Raney. APNs: 111-11-110B and -113, .94 acre]

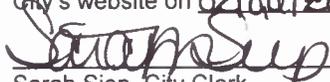
**IV. STAFF UPDATES**

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

**VI. ADJOURNMENT**

**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 02/06/20 at 5:00 pm in accordance with the statement filed with the City Clerk's Office.

  
Sarah Siep, City Clerk

THE CITY OF PRESCOTT ENDEAVORS TO MAKE ALL PUBLIC MEETINGS ACCESSIBLE TO PERSONS WITH DISABILITIES. With 72 hours advanced notice, special assistance can be provided for sight and/or hearing-impaired persons at this meeting. Reasonable accommodations will be made upon request for persons with disabilities or non-English speaking residents. Please call the City Clerk (928) 777-1272 to request an accommodation to participate in this public meeting. Prescott TDD number is (928) 445-6811. Additionally, free public relay service is available from Arizona Relay Service at 1-800-367-8939 and more information at [www.azrelay.org](http://www.azrelay.org).



**PLANNING & ZONING COMMISSION  
MINUTES January 30, 2020  
PRESCOTT, ARIZONA**

**MINUTES of the PRESCOTT PLANNING & ZONING COMMISSION MEETING held on January 30, 2019 at 9:00 AM in COUNCIL CHAMBERS, CITY HALL, 201 S. CORTEZ STREET, PRESCOTT, ARIZONA**

**I. CALL TO ORDER**

Vice Chair Terry Marshall called the meeting to order at 08:58 a.m.

**II. ATTENDANCE**

<b>BOARD MEMBERS</b>	<b>STAFF MEMBERS</b>
George Sheats, Chairman (Absent)	George Worley, Planning Manager
Ken Mabarak	Tammy DeWitt, Community Planner
Terry Marshall, Vice Chair	Bryn Stotler, Comm. Development Director
Ted Gambogi	Kaylee Nunez, Recorder
Mel Roop	Matt Podracky, City Attorney
Don Michelman	
George Lee (Absent)	<b>COUNCIL</b>
	Councilman Steve Sischka (Liaison)
	Councilman Phil Goode
	Councilmember Cathey Rusing

**REGULAR AGENDA ITEM**

**1. Approval of the January 09, 2020 Meeting Minutes.**

*A motion was made by Commissioner Michelman to approve the January 09, 2020 minutes with minor corrections to Commissioner Roop's explanation as to why he voted no on agenda item PLN19-020. The motion was seconded by Commissioner Roop and approved unanimously.*

**2. SIG19-006, Proposed Comprehensive Sign Plan for The Burmister; 120 W. Gurley Street; Property Owner: Zee Zee LLC; Applicant: Morgan Sign Co.- Stephan Markov; APN 115-15-115**

Community Planner Tammy Dewitt presented renderings of proposed signage on the front, side and rear of the Burmister building (42 sq ft illuminated, 33.3 sq ft non illuminated and 33.3 sq ft non-illuminated, respectively). Ms. Dewitt also stated that a sign was already added to an existing awning in the rear of the building, which is approximately 11.25 sq ft. The applicant is adding this existing sign to their comprehensive sign request today, bringing total requested square footage of signage to approximately 119.85. Ms. Dewitt clarified that today's sign package was presented to and approved by the Historic Preservation Commission, excluding the rear awning signage that has already been put up.

Commissioner Gambogi asked for clarification on total square footage proposed with the existing sign on the awning added. Current sign code would allow for 50 sq ft vs. the 119.85 sq ft proposed. Commissioner Roop asked for clarification on the existing 'Old Capitol Market' sign in the front, owner John Redding clarified that it will be removed as well as all the existing window signage once

the new (proposed) signs go up. Commissioner Michelman asked for clarification as to the purpose of the side (east facing) sign, the owner clarified that they want it in order to pay homage to the old, 'white on brick' feeling.

Commissioner Mabarak voiced his concern about the potential for additional requests for signage from the tenants. The owner clarified that it would not be allowed and that the current tenants understand the desire for less clutter and signage. Stephan Markov, the contractor for the proposed signage, clarified that the Western style of the lettering compliments the building style and that simplicity was key in his design. Commissioner Roop asked the owner as to why he is not doing the Western lettering on the front (illuminated) signage. Mr. Redding clarified that that it was cost prohibitive.

***A motion was made by Commissioner Mabarak to approve SIG19-006. The motion was seconded by Commissioner Gambogi. The motion passed unanimously (5-0).***

**IV. STAFF UPDATES:**

None

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

None

**VI. ADJOURNMENT**

Vice Chair Marshall adjourned the meeting at 09:18 a.m.

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Kaylee Nunez, Recorder

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Terry Marshall, Vice Chair



# PLANNING & ZONING COMMISSION MEMO

**MEETING DATE:** February 13, 2020

**AGENDA ITEM:** Public Hearing for a proposed rezone at 826 Sunset Ave., amending the zoning from Multi-Family Medium Density (MF-M) to Business Regional (BR) to allow for a Veterinary Clinic Use. [Property owner: Prescott Senior Daycare Center, Inc.. Applicant/Agent: Harmony Holistic Veterinary Care/ Denise Raney. APNs: 111-11-110B and 111-11-113, 0.94 acre]

Approved By:		Date:
<b>Director:</b>	Bryn Stotler <i>BS</i>	2.5.2020
<b>Planning Manager:</b>	George Worley <i>GW</i>	2/5/2020
<b>Community Planner:</b>	Tammy DeWitt <i>TD</i>	2-5-2020

### Item Summary

This is a request to rezone a 0.94 acre parcel, from Multi-Family Medium Density (MF-M) to Business Regional (BR) to allow for a Veterinary Clinic Use. The rezoning of the subject parcel would allow the applicant to move their existing Veterinary Clinic located at 919 12<sup>th</sup> Place to this building due to having outgrown their existing site. In their Letter of Intent they state their hours of operation are Monday through Friday with hours from 8 am to 6 pm. There is no boarding of animals, except for animals that need to stay overnight that are recovering from a surgery.

### Background

The applicant has requested a rezone from Multi-Family Medium Density (MF-M) to Business Regional (BR) to allow for a Veterinary Clinic Use. The proposed uses are consistent with the BR zone. The previous use of the building was as an Adult Day Care.

The properties adjacent to the subject parcel are all zoned Multi-Family Medium Density (MF-M). To the west are the Gail Gardner Patio Homes with a buffer of Open Space between the subject property and the homes; to the south is Miller Creek; and to the north and east are residences or multi-family dwellings.

### 2015 General Plan

The site is identified as Commercial on the 2015 General Plan Land Use Map which allows typical community or regional commercial uses. Therefore, the proposed rezone from Multi-Family Medium Density (MF-M) to Business Regional (BR) is consistent with the 2015 General Plan.

**AGENDA ITEM:** Public Hearing for a proposed rezone at 826 Sunset Ave., amending the zoning from Multi-Family Medium Density (MF-M) to Business Regional (BR) to allow for a Veterinary Clinic Use. [Property owner: Prescott Senior Daycare Center, Inc.. Applicant/Agent: Harmony Holistic Veterinary Care/ Denise Raney. APNs: 111-11-110B and 111-11-113, 0.94 acre]

### **Site Design**

The proposed site is already developed, there are no changes to the exterior or building footprint with the proposed use, and there is adequate parking that meets the Land Development Code requirements. There are proposed interior changes to the building that will need to be permitted.

### **Impacts on Adjacent Properties**

A consideration of any rezoning request is the potential adverse impacts on adjacent or nearby property owners. The nearby contiguous parcels are either single family residences or apartments. To the south of Miller Creek, there is Business General (BG) zoning as well as the Fairgrounds. The proposed use of the property as a Veterinary Clinic is consistent with the 2015 General Land Use Plan and this area being designated for community or regional community uses.

### **Attachments**

1. Applicant's Letter of Intent
2. Aerial Vicinity Map
3. Zoning Map
4. Pictures of Property
5. Letters of Support
6. Applicant's Site plan

### **Recommended Action:**

**1. MOVE** to recommend approval of PLN19-022, a Rezone from Multi-Family Medium Density (MF-M) to Business Regional (BR).

**Project:** Convert existing Adult Day Care to Holistic Veterinary Clinic

**Location:** 826 Sunset Drive Prescott, AZ 86301

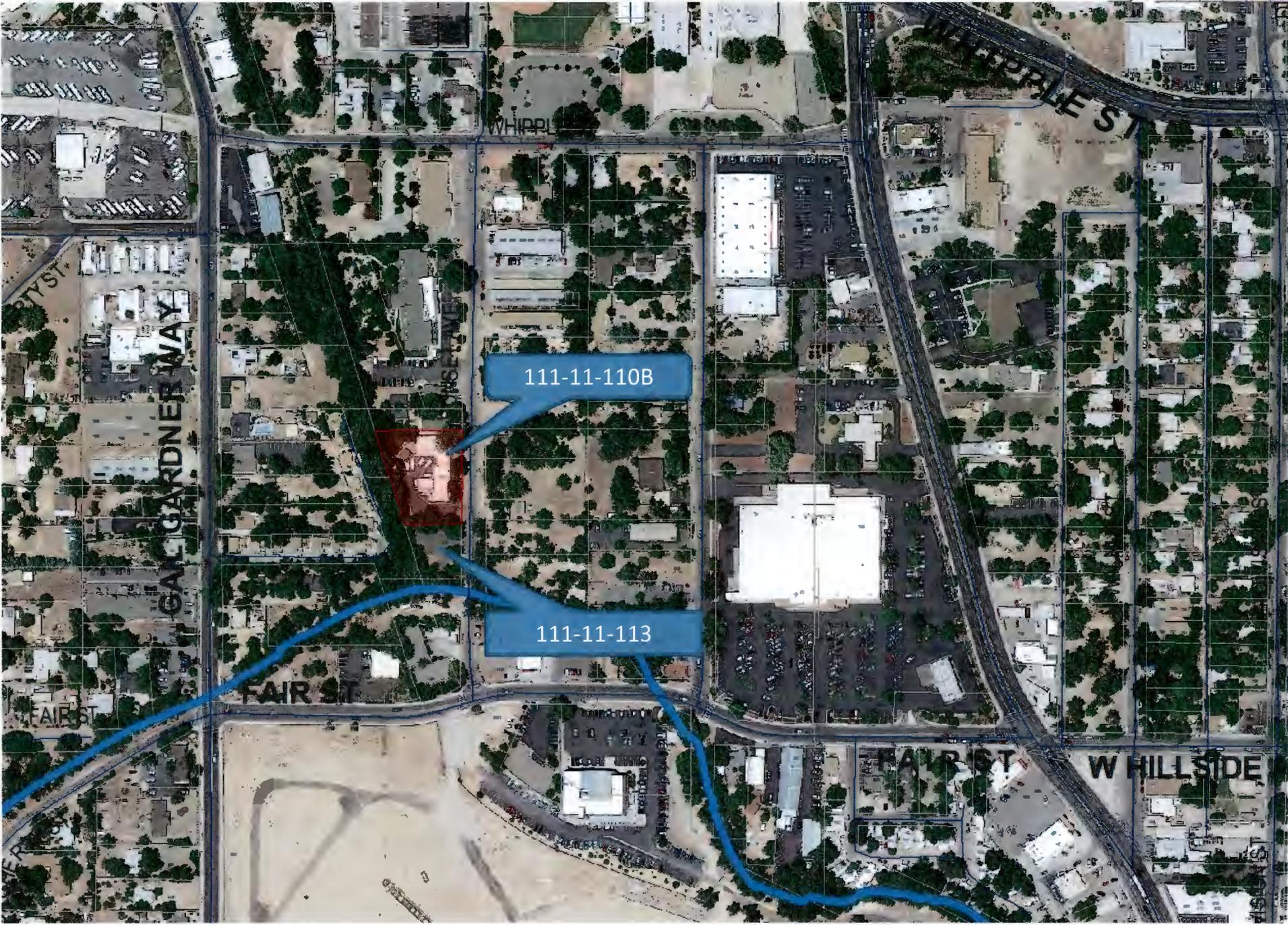
**About the site:** The 7354 square foot building sits on two adjacent parcels (111-11-110B & 113) totaling approximately 1.0 acres. The building was built in 1985 with an addition in 1988. The parcels are located near the intersection of Fair Street and Sunset Avenue. The parcel is currently zoned MF-M and we are aware that the property will have to be rezoned to Business General (BG) to allow the use. The footprint of the building is in Zone AO while the parking lots are in FEMA designated Zone AE Floodway, Zone AE. We have contracted Ryan Roberts with Ryno Land Surveying to work on the Elevation Certificate. There are 25 parking spaces with additional 3 handicap spots.

**About the renovations:** Interior remodel consisting of adding the following: Expanding the waiting room, adding three exam rooms and Tech station, creating a procedure room with recovery, lab, cat room and kennel area, converting existing office to rehab/ozone therapy and activating the sprinkler system. Additionally, new flooring, paint and light fixtures.

**About the applicants:** Harmony Veterinary Care is an integrative full-service veterinary clinic currently located at 919 12<sup>th</sup> Place, Suite 6 in Prescott, Arizona. Harmony is privately owned. It is a local business and has been from inception. The majority of our patients are cats and dogs, although we have a very small occasional clientele that will bring other small mammals, including rabbits, mice, ferrets, et cetera. We do not see food animals, other than the occasional backyard chicken that people have as pets, but we do not see horses or cattle or goats at the clinic. We are integrative because we offer both traditional Western medicine and surgery, as well as acupuncture, Chinese herbs and other modalities, including ozone therapy and chiropractic manipulation and those less traditional, more Eastern practices.

Our office hours are Monday through Friday from 8:00 AM until 6:00 PM. We recently expanded our office hours due to the daytime closing of the local emergency clinic, in an effort to provide our clients with veterinary options at all hours, day and night. We are different than many other vet clinics in the United States and worldwide in that we offer 30 to 90 minute appointment times, which is nice because our waiting room is not a rotating door and our parking lot is not chaotic, as it often is in other places.

We have outgrown our current space and we would like to be on a quiet street in town. We do not need street visibility, simply because our clientele is not off the street. Everyone we see we have established relationships with over an extended period of time, and we do not have the need or the want to have walk-in new clients, new patients. So, street visibility is not a priority, nor is it wanted. We like the greenery and the quietness and solitude of the building on Sunset and feel that it would be the perfect location for our type of practice without upsetting existing neighbors or disrupting anyone's way of life.



111-11-110B

111-11-113

GAL GARDNER WAY

WHIPPLE ST

WHIPPLE ST

FAIR ST

FAIR ST

W HILLSIDE

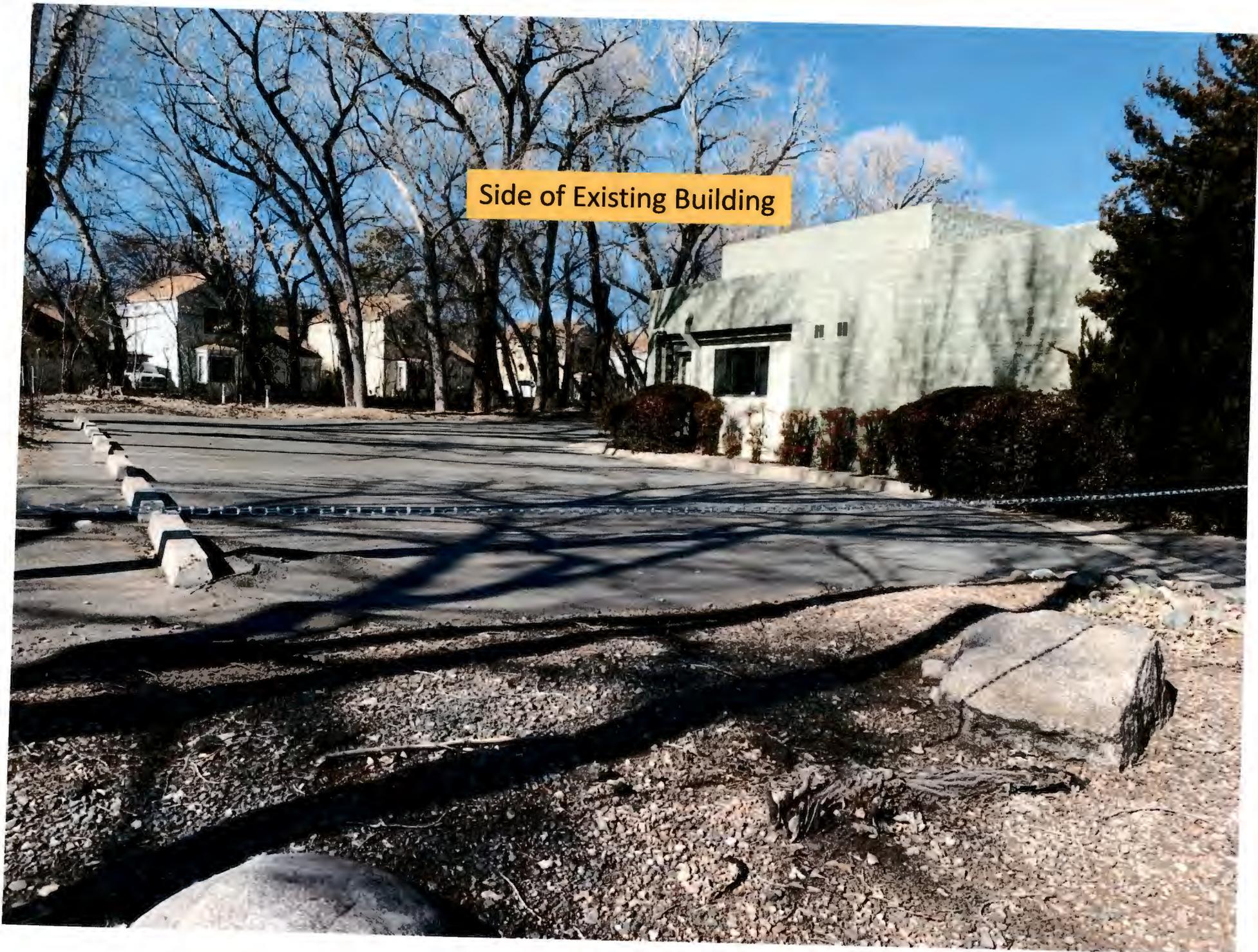






Front of subject property

Side of Existing Building

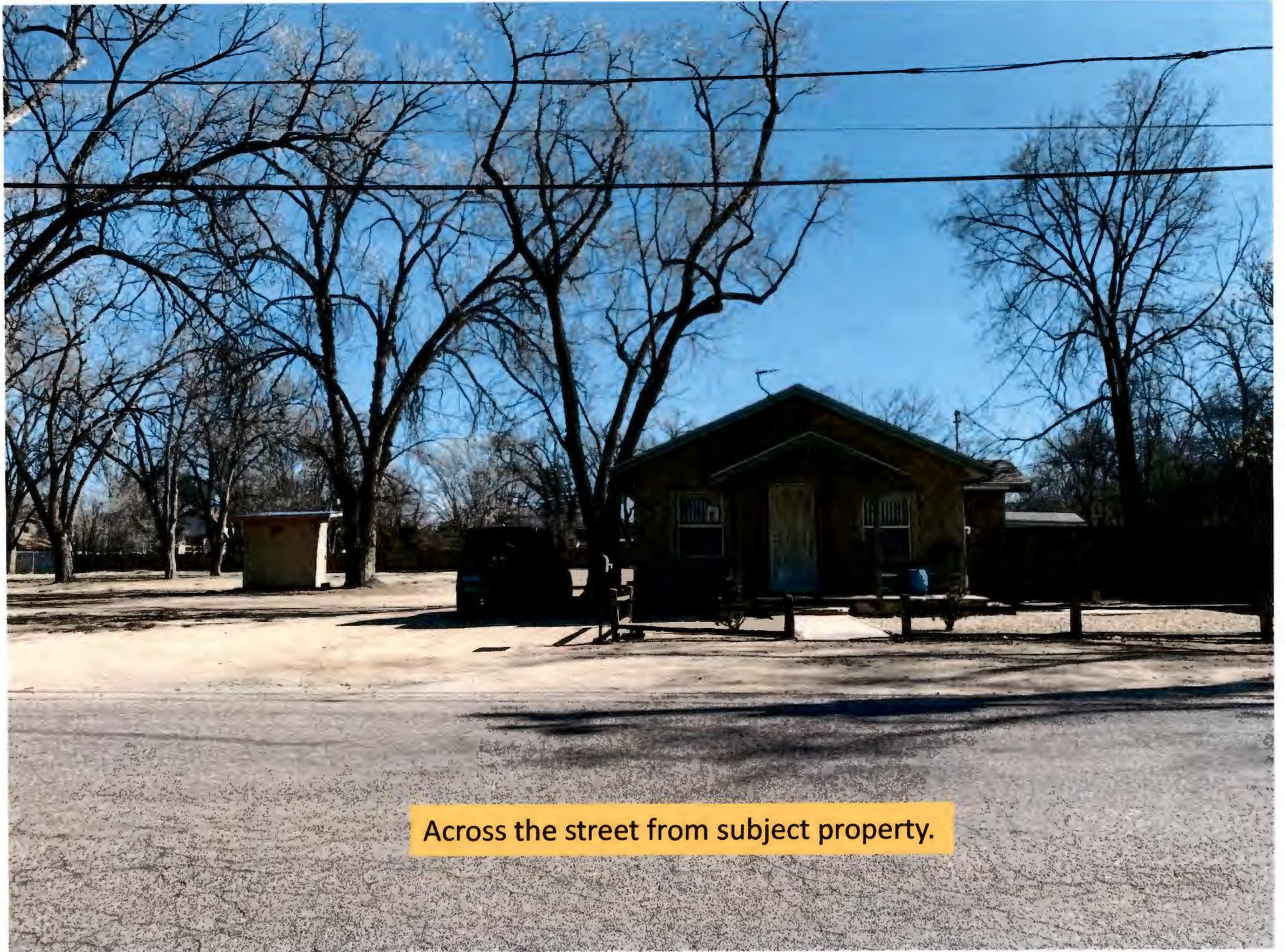


Back of Existing Building



South Parking Area





Across the street from subject property.



View to northeast of subject property.

A photograph showing a dirt road leading south towards Miller Creek. The road is flanked by bare trees and a yellow sign. The ground is covered in dirt and fallen leaves. The sky is clear and blue. The text "View to the south towards Miller Creek" is overlaid on the bottom of the image.

View to the south towards Miller Creek



View to the west toward Gail Gardner Patio homes  
Buffered by Open Space Tract



Subject  
property

Adjacent parcels to the North

**HORIZON**  
DENTAL GROUP

To Whom It May Concern,

It is with great pleasure that we, Horizon Dental Group, write this letter of reference for Delia, owner of Harmony Holistic Veterinary Care office.

Harmony Holistic Veterinary Care and Horizon Dental Group have been neighbors since November of 2018. Since then, we have gotten to know Harmony staff very well.

There have never been any complaints from our staff or patients about Harmony for any reason. They have done such a great job at being friendly and courteous neighbors. Harmony's staff is great at making sure the animals are calm and quiet. We have a common wall with Harmony and have never heard dogs barking or any other animal noises for that matter. As well as them being as quiet as possible, the owner and staff are very frequent in coming to our office to make sure we have no complaints or questions.

As well as Harmony having friendly staff, their clients are very considerate to the surrounding buildings and never let the animals run free or use the bathroom outside.

Harmony is a model neighbor, and we wish all neighbors were as conscientious as they have been.

Please feel free to contact our office for further questions about Harmony as a neighbor.

Sincerely,

Mark Costes, DDS.



Horizon Dental Group Prescott

January 20, 2020

Dear Members of the Prescott City Planning and Zoning Commission,

We have both lived and worked in Prescott for over 40 years. We are writing this letter in support of Harmony Holistic Veterinary Care in their efforts to change the existing residential zoning in order to permit the relocation of their business to 826 Sunset Avenue in Prescott. As explained briefly below, there is good cause to permit this change.

We have taken our dogs and cats to Harmony Holistic for veterinary care for many years, beginning when the business was located in a small converted home in a quiet residential area at 832 Hope Street in Prescott. We followed the business to its current, larger location at 919 12<sup>th</sup> Place in Prescott and look forward to the move to the new, even larger, location at 826 Sunset Avenue.

Harmony Holistic is a model citizen business with a well-trained, considerate and community service-oriented staff who provide kind, loving medical care to all the dogs and cats brought to them. Our dogs and cats actually enjoy being there.

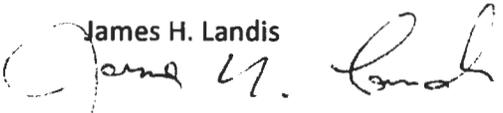
The move to this new location provides an opportunity for this quality staff to better serve our community. The staff will now have adequate space to provide even more services to its clients.

On a recent visit to 826 Sunset Avenue, we noted that the street and the area is mostly commercial. The building at 826 Sunset Avenue was itself clearly built and operated as a business. There are several other businesses located on this street. The operation of Harmony Holistic Veterinary Care would be one additional, low impact, commercial property which would not change the character of the existing neighborhood.

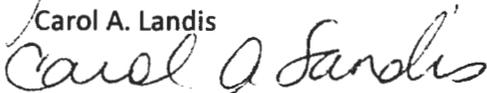
We encourage anyone questioning the suitability of this relocation to stop by and visit Harmony Holistic or to chat with any of their past or current neighbors. We are confident that those who do so will be impressed and satisfied that the move will not change the character of the existing neighborhood around 826 Sunset Avenue.

Sincerely,

James H. Landis



Carol A. Landis



Rebecca Brocies  
1271 Crown Ridge Drive  
Prescott, AZ 86301

January 31, 2020

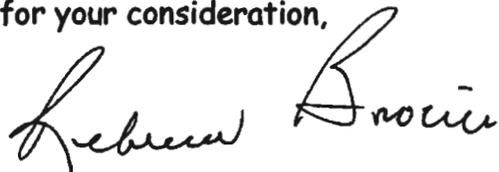
To: City of Prescott, Planning & Zoning Commission

This letter is in support of a zoning change request for property located at 826 Sunset Avenue in Prescott. Harmony Holistic Veterinary Care has asked that the property be changed from Multi-Family to Business.

I lived very close to that area for four years, and always appreciated that there were several businesses available to us.

The Harmony staff has always been community minded, and they have participated in activities in Prescott that benefit not only our four-legged friends, but the citizens as well. The clinic is very low density in terms of traffic and parking, and to my knowledge, they will not be making any changes to the existing environment.

Thank you for your consideration,

A handwritten signature in black ink that reads "Rebecca Brocies". The signature is written in a cursive style with a large initial 'R' and 'B'.

**February 2, 2020**

**To Whom It May Concern:**

**This letter is written on behalf of Harmony Holistic Veterinary Care**

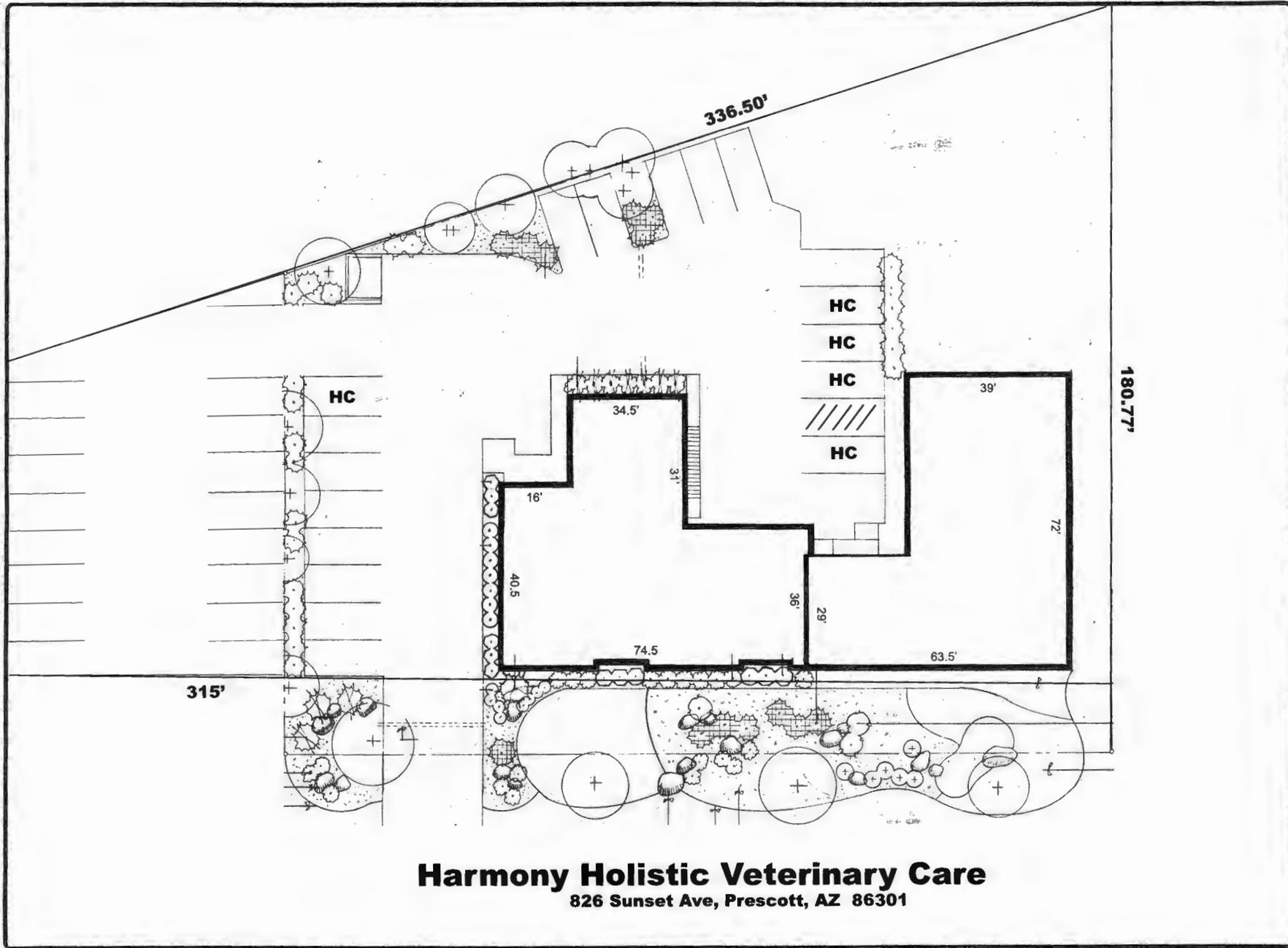
**A little over two years ago, I took one of my dogs that was very sick to Harmony Holistic Veterinary Care. I was so impressed by the difference in care that was demonstrated by the vets and their staff that now all of my dogs are clients. The excellent rapport and communication with their clients and pets was such a nice change. The practice obviously has very high standards as they have been willing to go the extra mile to make sure that me and my pets are happy and well cared for.**

**I support Harmony's effort to expand their practice to the new location. I am certain that the empathy and care exhibited toward the pets and clients would be carried outward to the immediate community. Harmony is already a great member of the community and their positive reputation will only influence our community further.**

**Sincerely,**

A handwritten signature in black ink, appearing to read 'Stephanie Whetten', with a stylized flourish at the end.

**Stephanie Whetten**



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**Harmony Holistic Veterinary Care**  
 826 Sunset Ave, Prescott, AZ 86301

REVISIONS	BY

**JIM CORDING**  
 LANDSCAPES  
1000 N. 10th Street  
 Prescott, Arizona 86301  
 930-973-8888

DRAWN	J. CORDING
CHECKED	
DATE	JULY 10, 1992
SCALE	1" = 10'-0"
JOB NO.	
SHEET	
OF SHEETS	