

PLANNING & ZONING COMMISSION AGENDA

**PLANNING & ZONING COMMISSION
REGULAR MEETING
THURSDAY, July 30, 2020
9:00 AM**

**Virtual Zoom Meeting
CITY HALL
201 S. CORTEZ STREET
PRESCOTT, ARIZONA**

The following agenda will be considered by the **PLANNING & ZONING COMMISSION** at its meeting to be held **on July 30th, 2020**, Commissioners and public may attend the meeting through the use of a technological device via Zoom teleconferencing. Notice of this meeting is given pursuant to Arizona Revised Statutes, Section 38-431.02.

City of Prescott is inviting you to a scheduled Zoom Webinar.

Topic: City of Prescott Planning & Zoning Commission
Time: July 30th, 9:00 AM Arizona

Link to join Webinar:

<https://us02web.zoom.us/j/81049872901>

Dial: 669-900-6833 or
253-215-8782

Webinar ID: 810 4987 2901

After registering, you will receive a confirmation email containing information about joining the webinar. ****Note that you must register in advance in order to attend Webinar****

- I. CALL TO ORDER- Housekeeping- Please keep your phone on mute unless you are speaking in order to minimize background noise.**

Please identify yourself each time you speak so that we can record your comments in the minutes and properly count motions and votes.

II. ATTENDANCE

MEMBERS	
Don Michelman, Chair	Greg Lazzell
Ted Gambogi, Vice Chair	George Lee
Stan Goligoski	Butch Tracey
Thomas Hutchison	

III. REGULAR AGENDA ITEMS

1. Approval of the June 25, 2020 meeting minutes.
2. Introduction for proposed Annexation, General Plan amendment and Master Plan for property known as Stringfield at Granite Mountain. Applicant is Jeff Davis; APN: 106-06-002C and a portion of 106-06-002D; County zoning is R1L-70 residential.

3. **CSP20-001** Amendment to the Comprehensive Sign Plan for Touchmark at the Ranch; 3174 E State Route 69; Property Owner: Touchmark at the Ranch, LLC; APN 103-20-713

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 7/24/2020 at 3:00 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.

- **MINUTES of the PRESCOTT PLANNING & ZONING COMMISSION MEETING held on June 25th, 2020 at 9:00 AM in Council Chambers and via ZOOM teleconferencing.**

I. CALL TO ORDER

Chair Don Michelman called the meeting to order at 9:00 a.m.

II. ATTENDANCE

COMMISSIONERS	STAFF MEMBERS
Ted Gambogi	George Worley, Planning Manager
Don Michelman	Tammy DeWitt, Community Planner
George Lee	Bryn Stotler, Community Dev. Director
Thomas Hutchison	Kaylee Nunez, Recording Secretary
Stan Goligoski	Jon Paladini, City Attorney
Butch Tracey	Matt Podracky, Assistant City Attorney
Gregory Lazzell	COUNCIL
	Councilman Steve Sischka, Liaison Councilman Phil Goode Councilmember Cathey Rusing Councilmember Billie Orr

REGULAR AGENDA ITEM

1. Approval of the May 28, 2020 Meeting Minutes.

A motion was made by Commissioner Lee to approve the May 28, 2020 minutes. The motion was seconded by Commissioner Goligoski and approved unanimously (7-0).

2. ANX20-002: James Property annexation; an application to annex a small area of land to be incorporated into the Walden Ranch subdivision and combined with parcel 106-01-090 (lot 68).

Planning Manager George Worley presented a City and County zoning map and an aerial view of the property to be annexed. He explained that a revision of plat is being submitted in conjunction with the annexation application, which will go directly to Council for voting. The current County zoning is R1L-18. The recommended equivalent City zoning would be SF-18, representing a minimum lot size of 18,000 square feet. Mr. Worley also presented the annexation map which shows that the parcel meets all City frontage criteria for annexation.

Commissioner Gambogi asked for clarification on the length of the County parcel that is fronting the City side. Mr. Worley clarified that it is exactly 300 feet. Commissioner Hutchison asked for zoning clarification on Lot 68, which is currently in the City. Mr. Worley clarified that the primary portion of the lot (where home is built) will remain SF-6 and that the remaining portion (backyard area) will be zoned SF-18. Mr. Hutchison also asked for the intention behind the annexation. Applicant Ron James explained that the steep slope of adjacent properties leaves little room to have a backyard for the existing home.

Commissioner Hutchison asked for clarification on how the City arrived at the SF-18 zoning designation for the proposed annexation; specifically whether it would allow greater density than the existing zoning.

Mr. Worley explained that it would not; applicant Ron James clarified that they did not plan to build additional dwelling units on the lot. City Attorney Jon Paladini explained that the aim in choosing an equivalent zoning for this case was to ensure that density was either maintained or reduced.

A motion was made by Commissioner Hutchison to approve ANX20-002. The motion was seconded by Commissioner Goligoski and passed unanimously (7-0).

IV. STAFF UPDATES

New Commissioner Orientation

1. Open Meeting Law – Presented by City Attorney Jon Paladini
2. Planning Division Staff introductions- Presented by Community Development Director Bryn Stotler
3. The General Plan- Presented by Bryn Stotler
4. The Land Development Code- Presented by Planning Manager George Worley
5. The roles of the Planning and Zoning Commission- Presented by George Worley

Break

6. Types of projects that come before the Commission
 - a. Annexations- Presented by George Worley
 - b. Rezoning/General Plan Amendments- Presented by Community Planner Tammy Dewitt
 - c. Preliminary and Final Plats- Presented by Tammy Dewitt
7. Cell Towers- Presented by Jon Paladini
8. Importance of Commission Recommendations- Presented by George Worley and Jon Paladini

V. SUMMARY OF CURRENT OR RECENT EVENTS

None

VI. ADJOURNMENT

Chair Michelman adjourned the meeting at 11:35 am

Kaylee Nunez, Recording
Secretary

Don Michelman, Chair



PLANNING & ZONING COMMISSION MEMO

MEETING DATE: July 30, 2020

DEPARTMENT: Community Development

AGENDA ITEM: Introduction of a proposed annexation, General Plan amendment and master plan for property known as Stringfield at Granite Mountain. Applicant is Jeff Davis; APN: 106-06-002C and a portion of 106-06-002D; County zoning is R1L-70 residential.

Approved By:

Date:

Director:	Bryn Stotler <i>BS</i>	7-24-2020
Planning Manager:	George Worley <i>GW</i>	7/24/2020
Community Planner:		

Item Summary

The applicant has proposed the annexation of a large (693 acres) parcel of undeveloped land in close proximity to the western city limit at Williamson Valley Road and Pioneer Parkway. A city sponsored acquisition of the intervening State Trust parcel (with a county zoning of RCU-2A) is ongoing and is necessary for this proposed annexation to be moved forward for formal action by the Planning and Zoning Commission (see attached vicinity map).

Background

The subject property is residentially zoned (county designation R1L-70). The proposal for annexation includes a master plan and a General Plan amendment to establish the appropriate city land use designations, as required by the City Charter for annexations greater than 250 acres (often referred to as Prop 400) and the Arizona Revised Statutes. The intended use of the property is single-family residential development. With annexation, the property will be zoned the city equivalent of the county zoning, which is the Residential Estate 2-acre (RE 2-acre) zoning district. The applicant does not propose to rezone the property and will develop at the RE 2-acre zoning density. The eventual subdivision plats will be Planned Area Developments (PAD), with adjusted lot sizes and common open space areas as necessitated by the terrain.

The property does not currently have direct contact with the city limits. Acquisition of a portion of the intervening State Land parcel is necessary for this proposal to move forward. The city has initiated that acquisition and it is well underway at the State Land Department. Upon completion of the city acquisition, the newly acquired 400 foot wide,

AGENDA ITEM: Introduction of a proposed annexation, General Plan amendment and master plan for property known as Stringfield at Granite Mountain. Applicant is Jeff Davis; APN: 106-06-002C and a portion of 106-06-002D; County zoning is R1L-70 residential.

9 acre parcel will be included in the annexation to meet the required 300 foot minimum frontage on current city limits, per Arizona Statutes (A.R.S 9-471). The 400 foot wide section to be acquired by the city is intended for roadway access to the Stringfield development, trail parking and access, and for future vehicular access to the remaining State Land Department parcels to the north and south.

The property was not included on the Land Use map in the 2015 General Plan. It lies within an area on the county's Comprehensive Plan Land Use map designated as "Municipal Growth Area". A city designation is required to be established with the annexation through a General Plan Map amendment.

A vicinity map, master plan and phasing map, along with other exhibits, are included with this request. The master plan is required by City Charter. The master plan depicts the lot and roadway layout as anticipated by the applicant. The phasing plan indicates the anticipated progression of infrastructure construction and subdivision plats.

Presentation Only

This agenda item is an introduction of the project. No action can be taken by the Commission at this time. However, any comments or recommendations that the Commission makes will be helpful to the applicant so that they may consider them in the formal hearings to come. Once the city acquisition of the portion of the intervening State Land Department parcel occurs, this application will be scheduled for the Commission to review and take formal action on a recommendation to the City Council.

Attachments

1. Presentation by applicant

Recommended Action: None at this time.

Map Legend

- Prescott City Limits
- Area Lakes

Zoning Designations

- BG Business General
- BR Business Regional
- NOS Natural Open Space
- IG Industrial General
- IL Industrial Light
- IT Industrial Transition
- MF-H Multi Family - High
- MF-M Multi Family - Medium
- MU Mixed-Use
- DTB Downtown Business District
- NOB Neighborhood Oriented Business
- RO Residential Office
- RS Recreation Space
- SF-09 SF-12 SF-18 SF-35
SF-12-MH SF-6-MH RE-2 ACRE
- SPC Specially Planned Community

(PAD) indicates a Planned Area Development not a separate zoning district

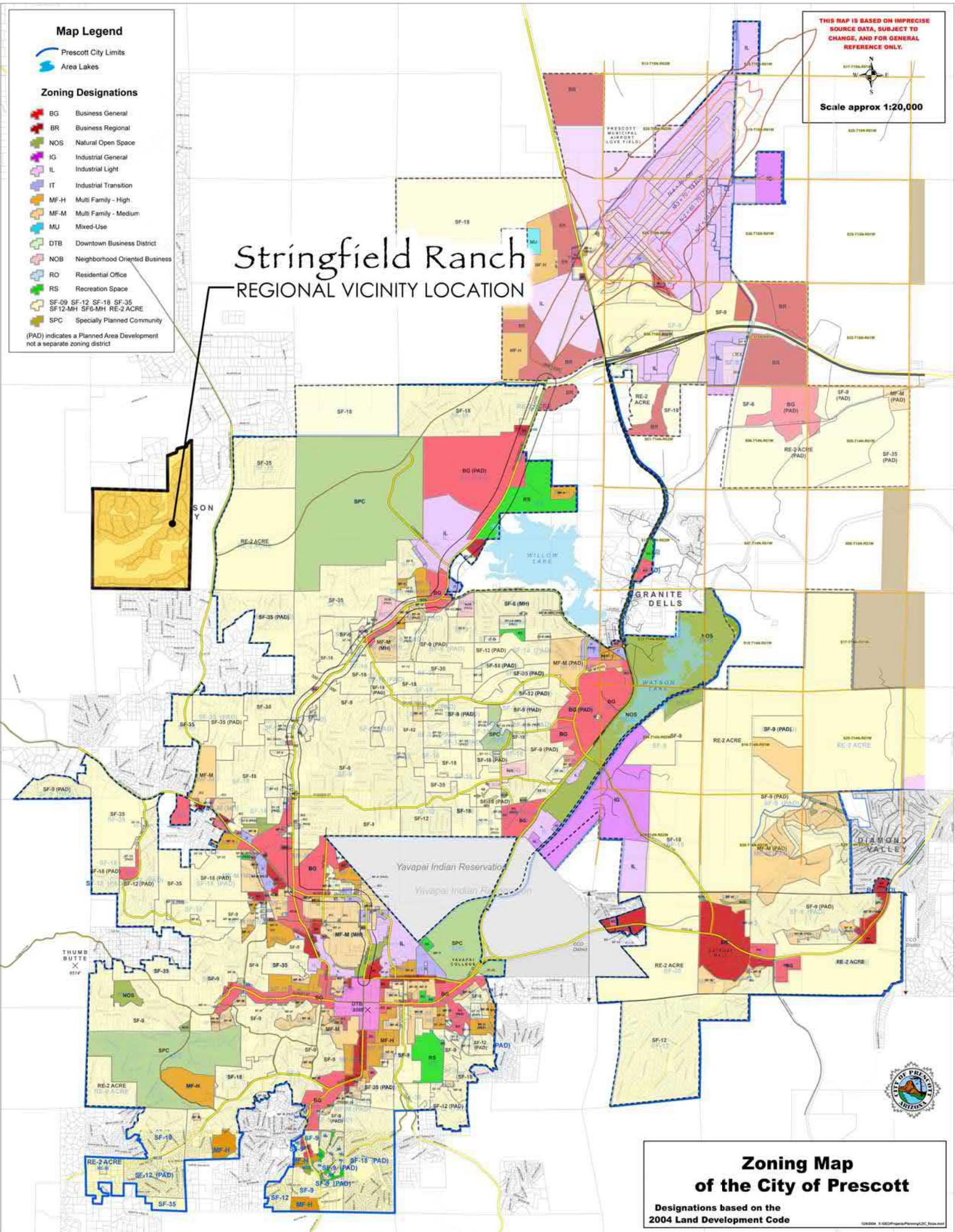
THIS MAP IS BASED ON IMPRECISE SOURCE DATA, SUBJECT TO CHANGE, AND FOR GENERAL REFERENCE ONLY.



Scale approx 1:20,000

Stringfield Ranch

REGIONAL VICINITY LOCATION



Zoning Map of the City of Prescott

Designations based on the 2004 Land Development Code



STRINGFIELD
AT GRANITE MOUNTAIN

Exhibit D
Masterplan
264 Lots

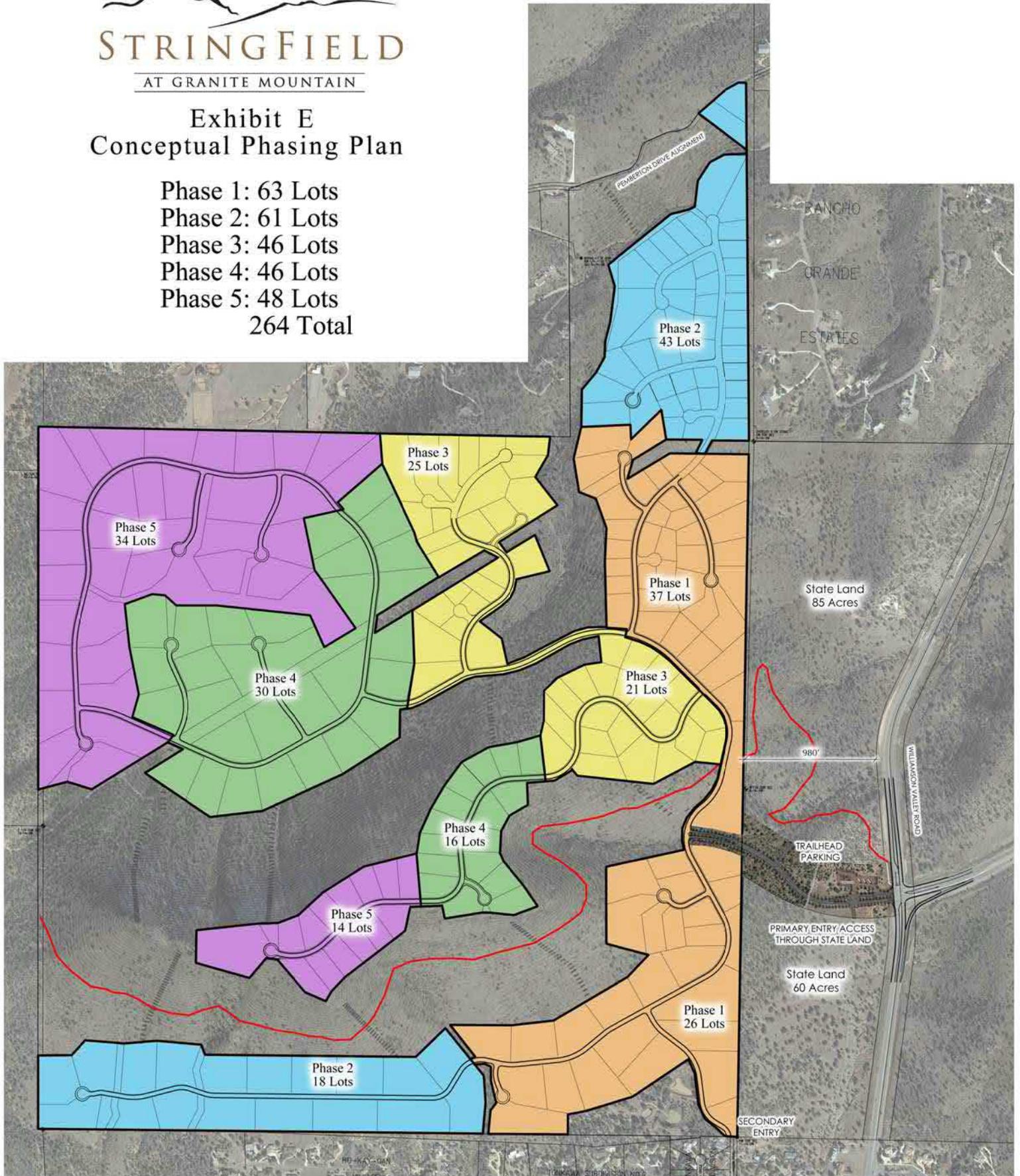


STRINGFIELD

AT GRANITE MOUNTAIN

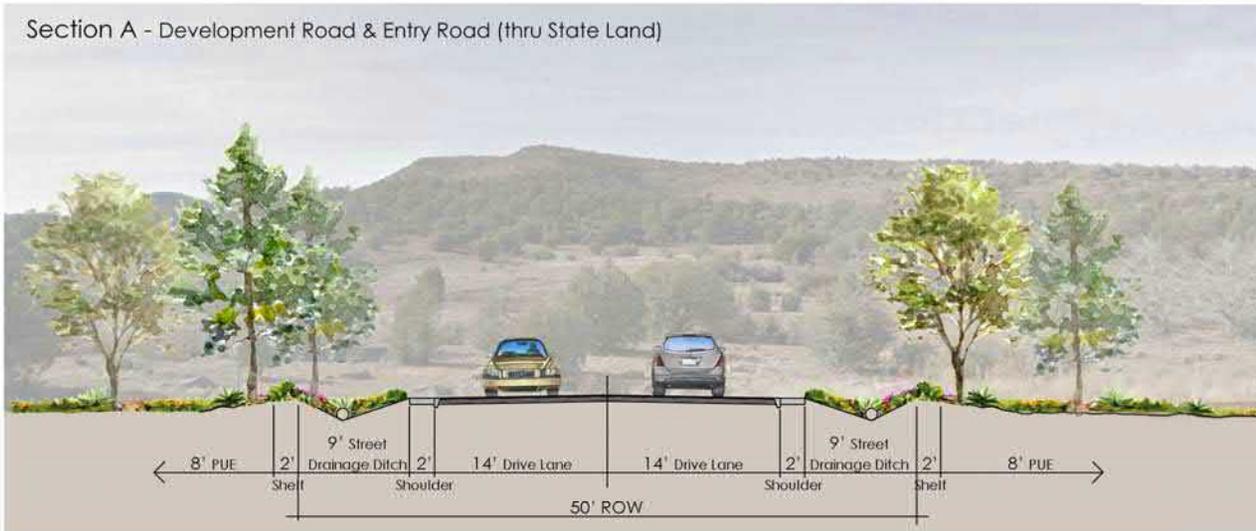
Exhibit E Conceptual Phasing Plan

Phase 1: 63 Lots
Phase 2: 61 Lots
Phase 3: 46 Lots
Phase 4: 46 Lots
Phase 5: 48 Lots
264 Total

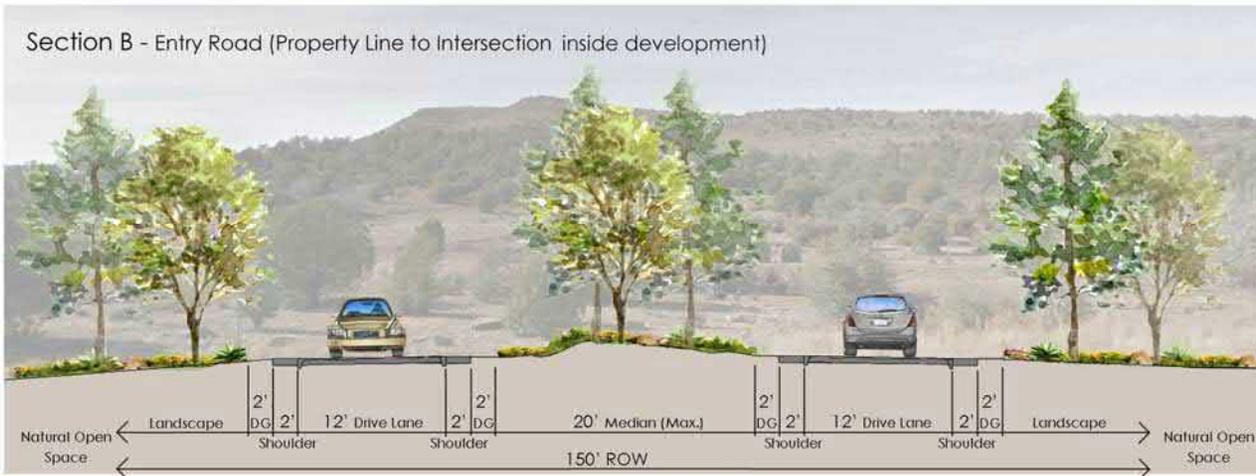




Section A - Development Road & Entry Road (thru State Land)



Section B - Entry Road (Property Line to Intersection inside development)



Notes

1. Section A gathered from COP Standard Detail of Rural Local Residential Road.
2. Design speed for 30 MPH. Posted speed for 25 MPH.
3. Minimum 3" AC over 6" ABC Pavement structure or per approved pavement design report, whichever is greater.
4. Per Section B, the Entry Drive from the Property Line to the first Intersection within Stringfield allows 12' drive lanes, 2' shoulder on each side plus 2' Decomposed Granite providing a total of 20'. A landscape median is proposed in this section with a maximum of 20' in width.

MEETING DATE: July 30, 2020

AGENDA ITEM: CSP20-001, Amendment to the Comprehensive Sign Plan for Touchmark at the Ranch; 3174 E State Route 69; Property Owner: Touchmark at the Ranch, LLC; APN 103-20-713.

Approved By:		Date:
Director:	Bryn Stotler <i>B. Stotler</i>	7/23/2020
Planning Manager:	George Worley <i>G. Worley</i>	7/24/2020
Community Planner:		

Item Summary

This is a request to amend the current Comprehensive Sign Plan for the Touchmark development to add signs identifying the Finn Restaurant on both the parking lot side and on the east elevation, and to identify the location of the entrance to the fitness center in another part of the building.

Background

The building has several uses within it. The restaurant is the primary use, but there is also the fitness center. Currently, the restaurant has signage only visible from the parking lot side of the complex. This request would modify that sign and add another sign to the east face of the building to be visible to traffic entering the site by Touchmark Blvd. In addition, the entrance to the fitness center is not adequately identified by the current signage. A new sign is proposed in the parking area north of the building clearly noting the entrance.

Exterior Sign Placement Locations

The existing Comprehensive Sign Plan established the location of signs advertising the use of the site, as well as, signs within the site used for directing traffic to the various uses and buildings that make up the Touchmark complex. Because these signs were approved as a part of the overall Touchmark Sign Plan, changes to the locations of signs or additional signs must be approved through a plan modification process.

Staff Comments and Next Steps

It is the opinion of planning staff that this proposed change is in conformance with the original intent of the existing comprehensive sign plan and that the new sign designs and

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locations are compatible with that plan. After review and recommendation from the Planning and Zoning Commission, this request will be forwarded to City Council for final approval.

Attachments:

1. Aerial vicinity map
2. Current comprehensive sign plan
3. Proposed amendment to comprehensive sign plan

Recommended Action:

MOVE to recommend approval of CSP20-001, amending the Comprehensive Sign Plan for Touchmark at the Ranch.

COMPREHENSIVE SIGN PACKAGE AMMENDMENT

Touchmark at the Ranch is seeking to amend the existing Comprehensive Sign Package for our development by adding way finding signage to the rear patio of The Finn restaurant.

When the original comprehensive sign package was developed The Finn was scheduled to be a private dining facility servicing the residents of Touchmark at the Ranch, including the Cottages and Grand Lodge. During the construction of The Finn it was decided by management to open The Finn to the general population of Prescott and the surrounding areas. This has resulted in a need to change the original signage for The Finn to allow for outside visitors to the campus to identify The Finn during their drive up Lee Blvd to Touchmark Blvd and onto the campus. The solution is to add a sign on the rear patio of The Finn that will be visible as visitors travel up Touchmark Blvd, change the lettering on the existing sign in the median outside the front door of The Finn which will allow visitors to identify its location much sooner. This will allow them to turn directly into the parking lot once they reach the top of Touchmark Blvd. It will help prevent visitors from missing the turn and heading around the Grand Lodge looking for The Finn.



Fitness Center

The Finn Restaurant

SR 69

Lee Blvd



E TERTIARY SIGNAGE AT TRAIL AND PARK
SCALE: NTS



F MEMORIAL WALL AND SIGNAGE
WITH LOW VOLTAGE FLOOD LIGHT
SCALE: NTS



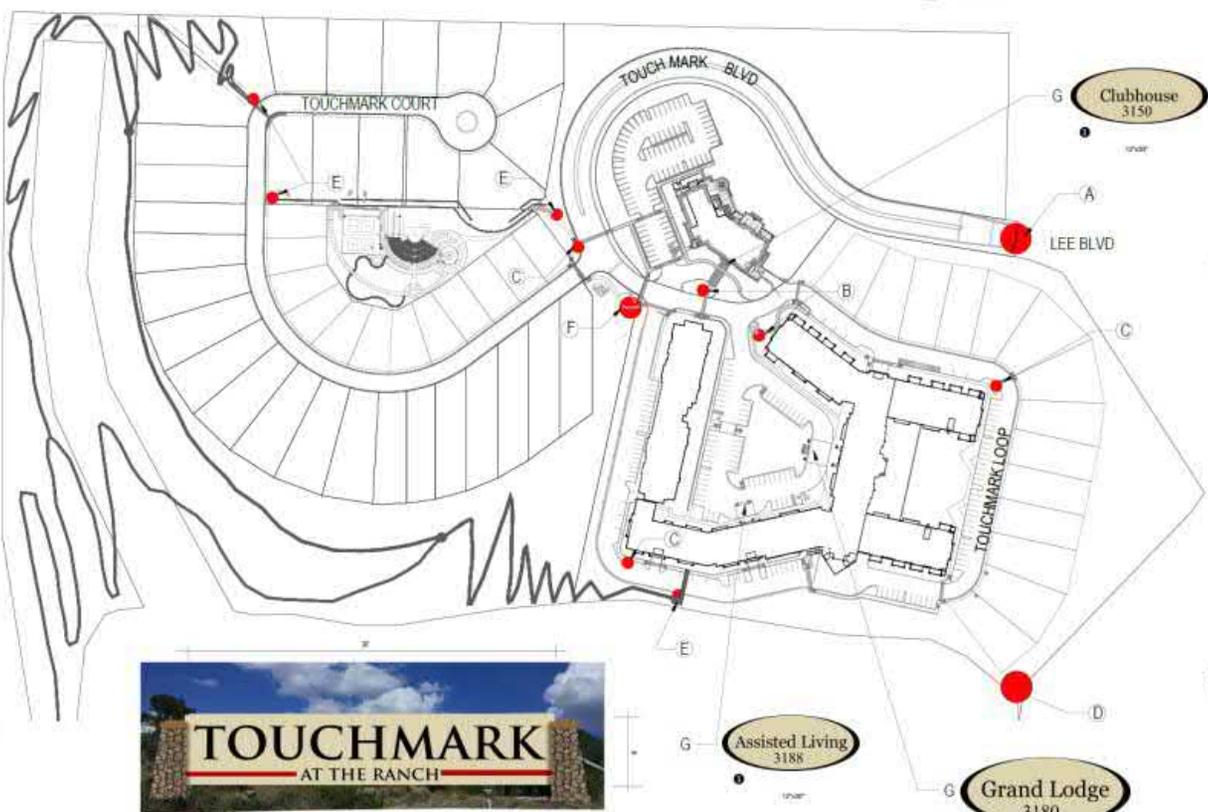
H POLE MOUNTED STREET SIGN
SCALE: NTS



H POLE MOUNTED STREET SIGN
SCALE: NTS



A ENTRY MONUMENT ARCHWAY
SCALE: NTS



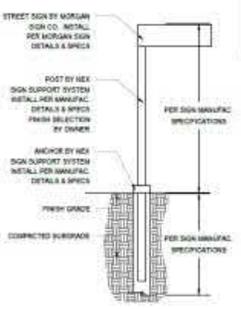
B INDIVIDUAL BUILDING ENTRY SIGNAGE
SCALE: NTS
LOW VOLTAGE FLOOD LIGHT, REFER TO DETAIL SHEET LIST



H POLE MOUNTED STREET SIGN
SCALE: NTS



C SITE DIRECTIONAL SIGNAGE
SCALE: NTS



I SIGN SUPPORT SYSTEM
SCALE: NTS



D EXISTING SIGN WITH IMPROVEMENTS
SCALE: NTS

LRS ARCHITECTS
720 NW Davis, #23221, 1121 W
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Portland, OR 97209 www.lrsarchitects.com

TOUCHMARK
SINCE 1980

Touchmark Development
5150 SW Griffith Dr.
Beaverton, OR 90075

PRELIMINARY
NOT FOR
CONSTRUCTION

CONSULTANTS

SKETCH
LANDSCAPE ARCHITECTURE
STUDIO, LLC

928.277.7336
1600 EAST HIGHWAY 80
PRESCOTT VALLEY, AZ 86321
www.sketchstudio.com

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morgan sign
LLC

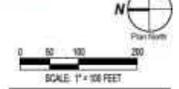
754 Market
Prescott, AZ 86301
928.775.6208
928.775.0994
www.morgan-sign.com
morgansign@comcast.net

PROJECT NUMBER: 210307

**TPAZ
PRESCOTT, AZ
SIGN LOCATION
PLAN**

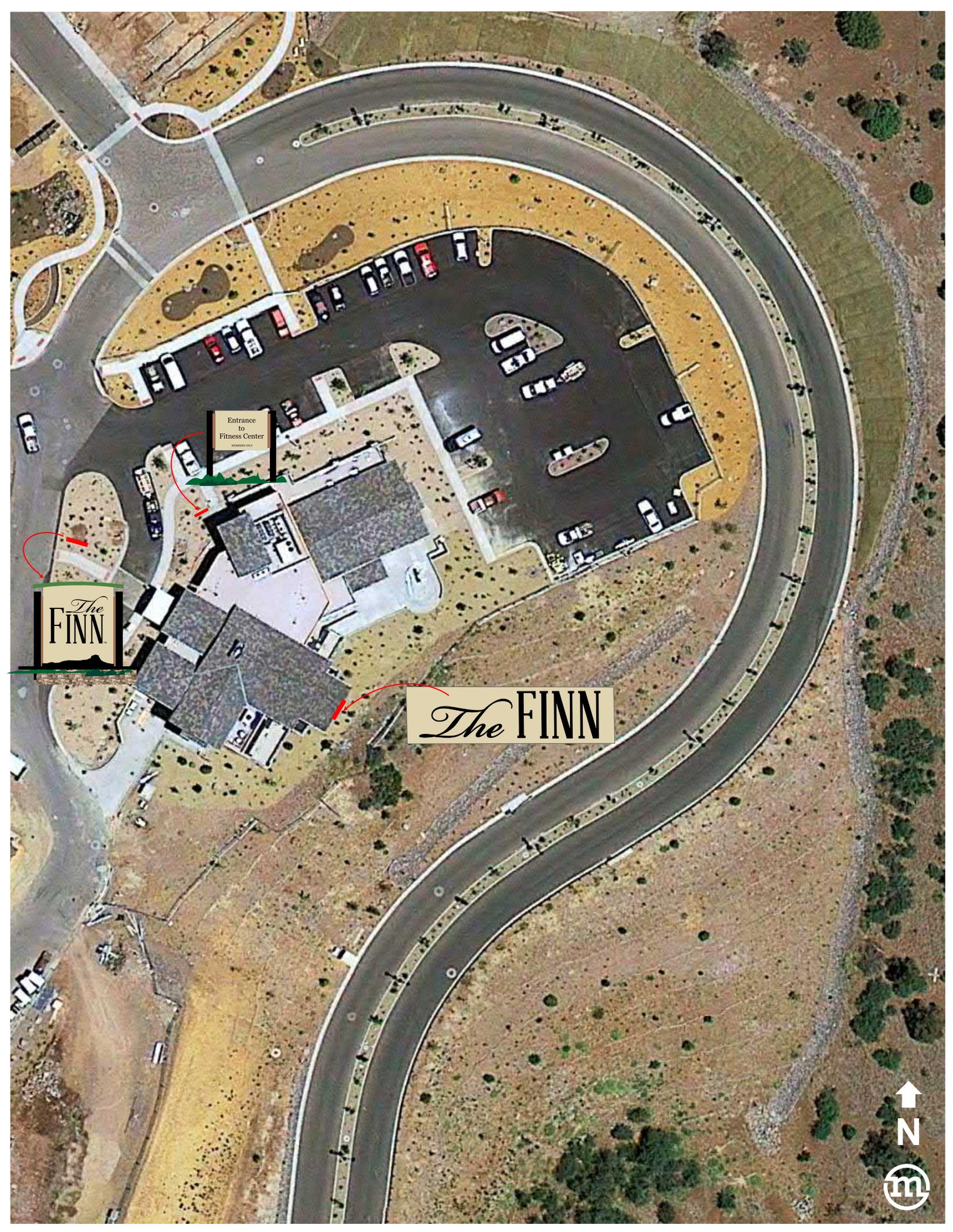
SIGN PACKAGE

SHEET TITLE



DRAWN BY: SEA STUDIO & MORGAN SIGN
DATE CREATED: 11/2/13

SHEET
L101
11/2/13
100 HANNAH BLVD



Entrance to
Fitness Center

The
FINN

The
FINN





PROJECT:	DATE:	SCALE: NTS	DRAWN BY: SKM
	CUSTOMER APPROVAL: _____		

THE ORIGINAL IDEAS HERE IN ARE EXCLUSIVE PROPERTY OF MORGAN SIGN. UNAUTHORIZED USE, REPRODUCTION, AND/OR DISPLAY SHALL RENDER THE INFRINGER LIABLE FOR UP TO \$100,000 IN STATUTORY DAMAGES, PLUS ATTORNEYS' FEES AND COSTS, FOR EACH INFRINGEMENT, UNDER THE U.S. COPYRIGHT ACT. (17 U.S.C. 412 & 504)

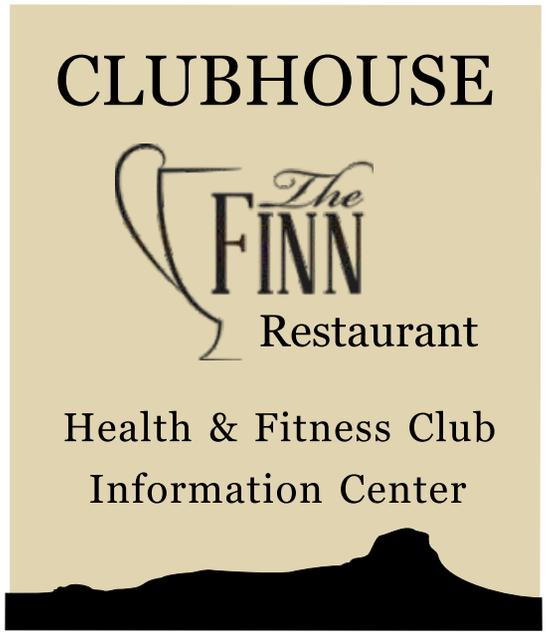
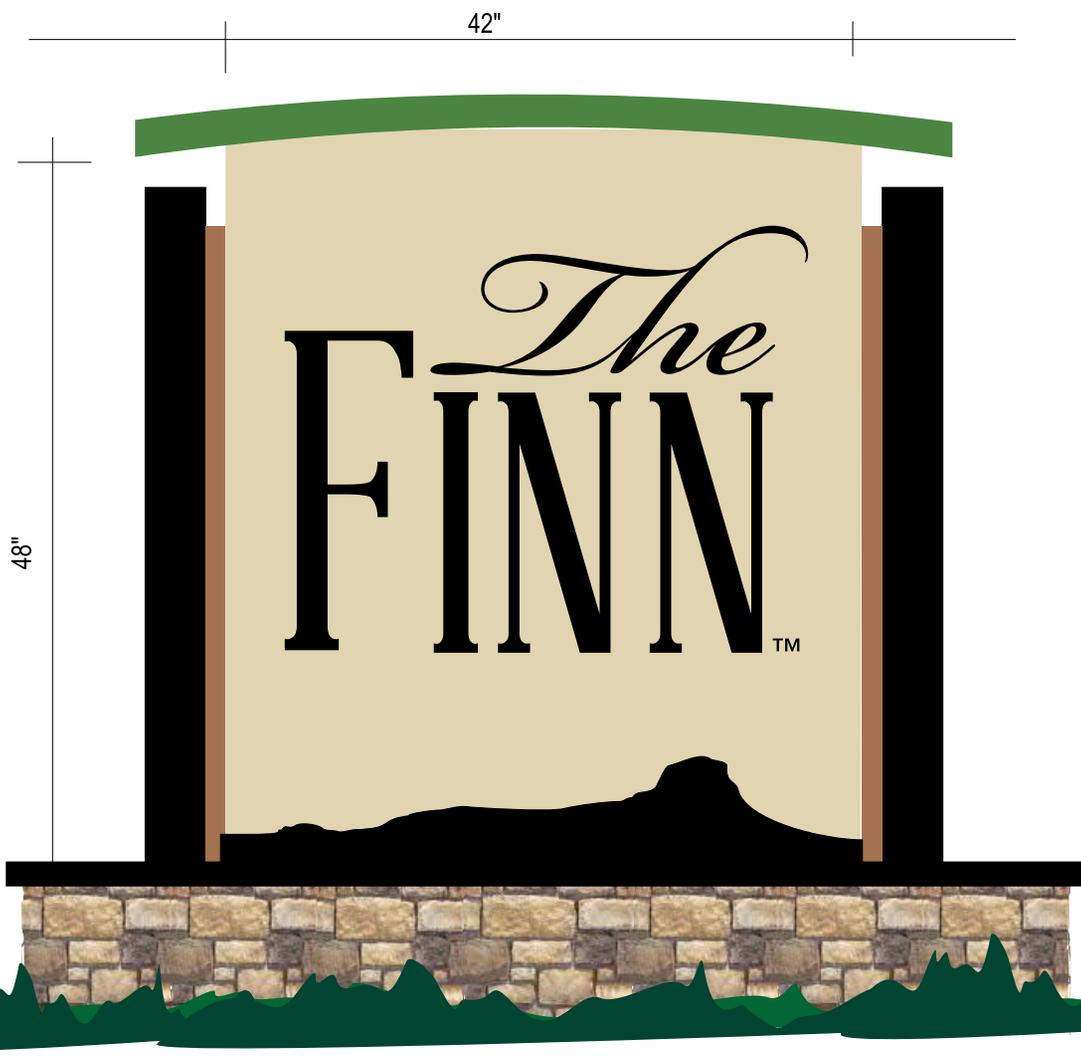
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MORGAN SIGN COMPANY
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38 Years 1982-2020

morgan sign
ANNO MCMLXXXII

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Prescott - AZ 86301
P 928.778.6336
F 928.778.5094
morgansign.com
morgansign@cableone.net



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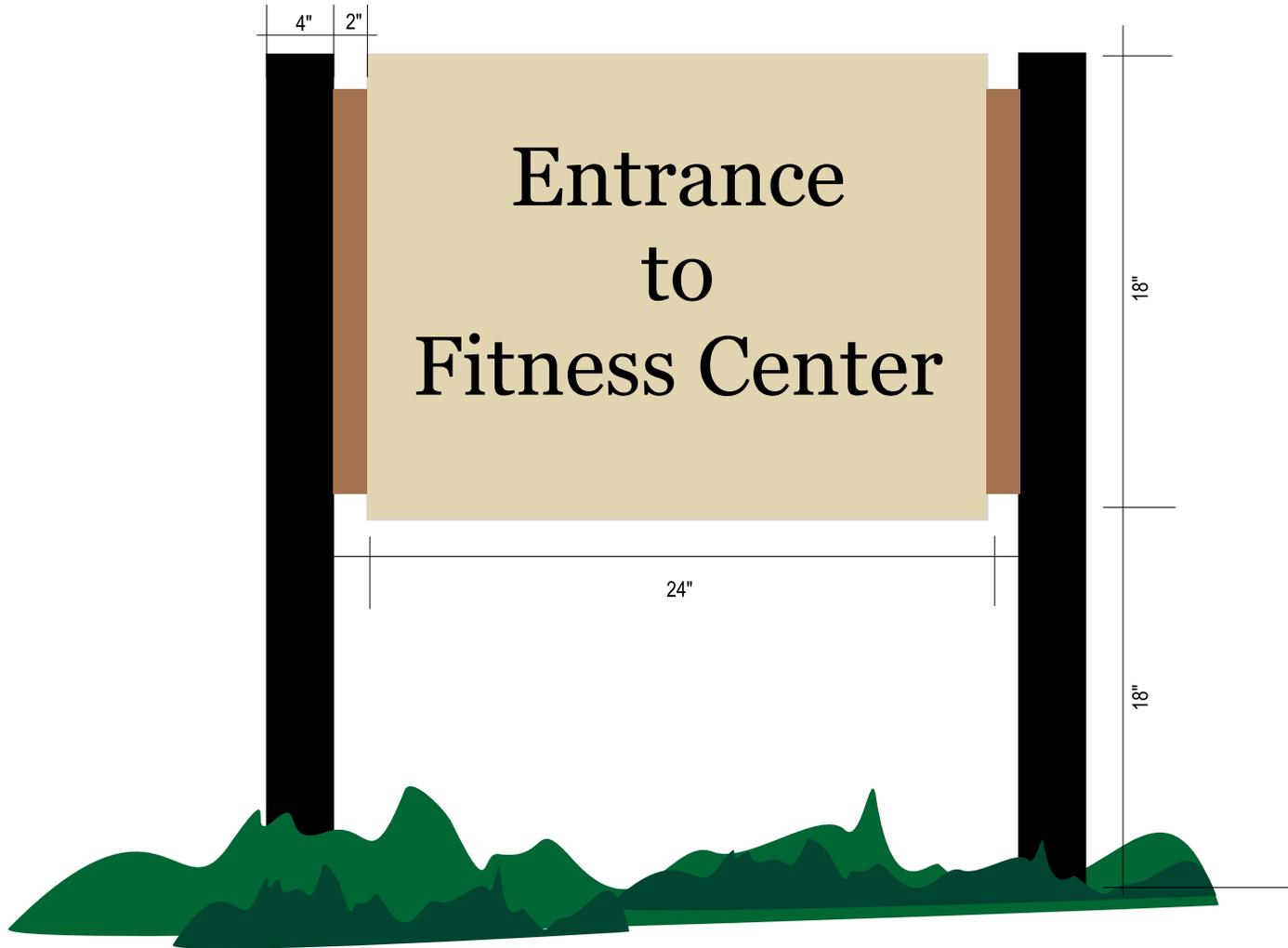
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