



# PLANNING & ZONING COMMISSION AGENDA

**PLANNING & ZONING COMMISSION  
REGULAR MEETING  
THURSDAY, January 13<sup>th</sup>, 2022  
9:00 AM**

**Council Chambers + 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 **January 13<sup>th</sup>, 2022** public may attend the meeting in person or 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.

### Join Zoom Meeting

<https://us02web.zoom.us/j/81469176538>

### Dial by your location

1 346 248 7799 or  
1 669 900 6833

**Meeting ID:** 814 6917 6538

- 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**

<b>MEMBERS</b>	
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 December 9<sup>th</sup>, 2021 meeting minutes
2. Final presentation of Granite Creek Corridor Plan from Leslie Dornfeld with Plan-et Communities.
3. Presentation and discussion of potential updates to the Land Development Code.

- IV. **STAFF UPDATES**

- V. **ADJOURNMENT**

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 1.10.22 at 10 am in accordance with the statement filed with the City Clerk's Office.

*Sarah M. Siep*

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Sarah Siep, City Clerk

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**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 AND ZONING COMMISSION MINUTES



**P & Z COMMISSION  
PUBLIC HEARING  
THURSDAY, December 9<sup>th</sup> 2021  
9:00 AM**

**Zoom Meeting + Council Chambers  
201 S. CORTEZ STREET  
PRESCOTT, ARIZONA  
(928) 777-1207**

## I. CALL TO ORDER

Chair Don Michelman called the meeting to order at 9:00 AM

## II. ATTENDANCE

COMMISSIONERS	STAFF MEMBERS
Don Michelman, Chair	George Worley, Planning Manager
Ted Gambogi, Vice Chair	Tammy DeWitt, Community Planner
Stan Goligoski	Kaylee Nunez, Recording Secretary
Thomas Hutchison	Bryn Stotler, Community Dev. Director
Gregory Lazzell	Matt Podracky, City Attorney
George Lee	<b>COUNCIL/MAYOR</b>
Butch Tracey	Councilman Brandon Montoya, Absent
	Mayor Phil Goode

## III. MINUTES

Approve the minutes of the October 28<sup>th</sup>, 2021 Planning & Zoning Commission meeting.

**Commissioner Lazzell made a motion to approve the October 28<sup>th</sup>, 2021 minutes. The motion was seconded by Commissioner Goligoski and passed (6-0).**

## IV. REGULAR AGENDA ITEMS

- 1. PLN21-003**, Preliminary Plat of Forest Hylands Townhome Subdivision, a 22-lot townhome subdivision on a 1.225 acre parcel located on the southwest corner of White Spar Road and Forest Hylands; Site Zoning: BG (Business General); Property Owner: Prescott Hylands LLC; APN: 109-12-038.

Community Planner Tammy Dewitt presented aerial and zoning maps of the subject property. The property is zoned BG (Business General), which allows single and multi-family zoning, so the proposed use is in conformance with current zoning. The property currently has a restaurant near the front (north) side, which will be relocating soon. The rear portion of the property is currently vacant. The proposed townhomes will be platted on their own lots to allow individual ownership. Ms. Dewitt presented architectural renderings on the townhomes, all of them being 2 story with attached, two car garages. There will be a common area with a spool (spa/pool combination), BBQ area and ramada. Ms. Dewitt also presented the criteria for Preliminary Plat considerations per LDC Section 9.10.9.A.6. She concluded by stating that the proposed, Preliminary Plat is in conformance with these criteria, therefore staff recommends approval of PLN21-003.

Commissioner Hutchison asked about the rate of the townhomes, specifically if it would be considered affordable. Ms. Dewitt replied that that is a market question, not a planning question, but the proposed project does provide desired residential infill for the area.

Chairman Michelman asked how many parking spaces would be on the property (in addition to the two spaces provided in each garage). Ms. Dewitt answered that there will be eleven additional parking spaces per code requirements.

Applicant and project Architect Jerry Palmer explained that the units will be in the high \$300k to low \$400k price range. He explained that each unit will have its own, small yard.

Commissioner Gambogi asked about the wooden exteriors depicted in the renderings. Mr. Palmer answered that it is a composite material and is fire resistant as a result.

Chairman Michelman asked whether the planned building count changed at one point from four to three, Mr. Palmer answered that they did. Chairman Michelman also asked about the proposed, square footage of the units. Mr. Palmer answered they'd be in the 1430 sq ft to 1480 sq ft range.

Commissioner Lazzell commented that this is a good project for Prescott.

***Commissioner Gambogi made a motion approve PLN21-003. The motion was seconded by Commissioner Lazell. The motion passed (6-0).***

## **2. STAFF UPDATES**

Community Development Director Bryn Stotler announced that Leslie Dornfield of Plan-et Communities will be presenting the final draft of the Granite Creek Corridor plan at the January 13<sup>th</sup>, 2022 meeting.

## **3. ADJOURNMENT**

Meeting adjourned at 09:20 AM.

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Don Michelman, Chairman

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Kaylee Nunez, Recording Secretary



# PLANNING & ZONING COMMISSION MEMO

**MEETING DATE:** January 13, 2022

**AGENDA ITEM:** Presentation and discussion of potential updates to the Land Development Code.

**Approved By:**

**Date:**

<b>Director:</b>	Bryn Stotler	<i>BS</i>	1/7/2022
<b>Planning Manager:</b>	George Worley	GW	1/6/2022

### Item Summary

Planning staff maintains a list of possible updates for the LDC that improve, clarify or simplify the application of the code. Staff have chosen a small number of possible updates to present to the Planning and Zoning Commission for discussion and direction at this time.

### Background

The topics will be presented via PowerPoint at the meeting and discussed in detail by staff prior to seeking your advice, suggestions and direction. The topics include:

- A general discussion of the types of zoning codes and where the LDC fits in
- Key federal and state law constraints on zoning
- Accessory structure code clarifications
- Lighting codes update
- Accessory Dwelling Units update
- Use types requiring Conditional Use Permits simplification
- Updates to the sign regulations to address the Downtown Business District
- Parking requirements in the Downtown Business District
- Discussion of the impending statutory update of the 2015 General Plan

### Recommended Action:

None. Discussion only.