



**PLANNING & ZONING
COMMISSION MINUTES**

**PLANNING & ZONING COMMISSION
REGULAR MEETING
THURSDAY, NOVEMBER 10TH, 2022
AZ 86303 9:00 a.m.
777-1207**

**Virtual Zoom Meeting + Council Chambers
201 S. CORTEZ ST.
PRESCOTT,
928-**

Minutes of the Planning & Zoning Commission on November 10th, 2022, on a Virtual Zoom Meeting and in Council Chambers at 201 S. Cortez St. Prescott, Arizona.

1. CALL TO ORDER

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

2. ROLL CALL

Members:

Don Michelman, Chairman
Ted Gambogi, Vice-Chairman
Stan Goligoski
Susan Graham, Absent
Thomas Hutchison
Thomas Reilly
Butch Tracey

Staff:

George Worley, Planning Manager
Tammy Dewitt, Community Planner
Kaylee Nunez, Recording Secretary
City Attorney, Joseph Young
Assistant City Attorney, Matt Podracky

City Leadership:

Councilman Brandon Montoya, Liaison
Councilmember Clark Tenney
Mayor Phil Goode

3. REGULAR AGENDA

A. Approval of Regular Session Minutes from October 27th, 2022.

Commissioner Reilly moved to approve the October 27th, 2022 regular session minutes, seconded by Commissioner Tracey: Passed (5-0).

B. **RVP22-008:** Revision of Plat for the Preserve at Prescott Phase 5, adding an additional seven (7) lots to the overall approved PAD development. Property Owner: Westridge Preserve LLC; Applicant: Kelly Wise Engineering Inc.

Community Planner Tammy Dewitt presented an overview of the project. She explained that the Commission is seeing this Revision of Plat due to the new Water Policy. Usually, Revision of Plats go directly to Council. She presented an aerial and map detailing the project location and adjacent open space. She explained that they are adding seven additional lots to the originally allotted 144 lots for the subdivision (Downer Subdivision); increasing it to 151 lots total.

Commissioner Goligoski joined the meeting via Zoom at 9:04 AM

Chairman Michelman asked for clarification on the lot count—specifically which seven lots were being added.

Ms. Dewitt explained that the developer had a balance left on the original 144 lots allotted so some of those were used towards the new lots being proposed in addition to the seven beyond the original allotment of the subdivision, which is why they are coming forth to the Commission and Council.

Commissioner Gambogi pointed out that there are 13 lots highlighted on the map Ms. Dewitt presented. Ms. Dewitt explained that this is the existing configuration of lots and that lines will be adjusted, and lots added to equal 151 total for the subdivision.

Applicant Tom Devereaux explained that the high-density area is confined to Phase 4. He explained that the topography of the subdivision led him to lose lots in previous phases, hence why he is asking for more in this phase. He donated also donated Open Space to the City to allow trail access in a nearby area of the subdivision.

Commissioner Gambogi to approve RVP22-008, seconded by Commissioner Hutchison: Passed (6-0).

C. **SITE22-012:** Site Plan Review for VA Apartments on approximately 1.69 acres of the 91.56-acre complex. Zoning: SPC (Specially Planned Community); Property Owner: US Veterans Administration; Applicant: Stroh Architecture Inc.; Site APN: 114-01-001L; Location: 500 N State Route 89.

Community Planner Tammy Dewitt presented an overview of the project, explaining that this is a conversion of six historical Officers' quarters to 23 apartments. This is being brought forth as a result of the new Water Policy. She presented an aerial imagery map as well as a site plan provided by the applicant. Ms. Dewitt then presented the Site Plan Review Criteria, which are:

- Building lot and setback requirements
- Internal circulation, public, private or emergency
- Landscaping, screening and buffering
- Outdoor Lighting
- Parking and maneuvering areas
- Public road or street access with proposed street grades

Commissioner Gambogi asked how many Officers' quarters total there are on the VA property. He also asked what an apartment is comprised of.

Ms. Dewitt answered that there are 14 Officers' quarters, and that each apartment would be comprised of a bedroom, a bathroom, a kitchen and a living area.

Commissioner Hutchison asked whether the site is already connected to water.

Ms. Dewitt answered that they do currently have private water and sewer connections. She also reiterated the reason that this project is being reviewed by the Commission is because they are increasing from 6 units to 23 units which brings an increase in water demand.

Commissioner Reilly asked whether they would be disconnecting from the private water system to the City water system and if so, why?

Applicant and project Architect Doug Stroh answered that the majority of the units will be one bedroom but there will be a couple two-bedroom units. He stated that he feels the future water demand will not be much greater than the present. He also shared that the parking will be increased to meet current (Land Development) code requirements.

Mr. Stroh explained that they are connecting to the City water system per an agreement between US Vets and the VA. It is so that the VA will not be responsible for any future maintenance problems. Mr. Stroh also shared that he has been working with the State Historic Preservation Office (SHPO) and the City's Historic Preservation Specialist, Cat Moody on maintaining as much historical integrity in the structures as possible and has enjoyed doing so.

Commissioner Hutchison asked for clarification on who would own the apartments. He also asked whether the other officers' quarters will be converted to apartments.

Mr. Stroh answered that the VA will own the apartments and that US Vets will have a long-term lease for them. He doesn't believe they will convert the remaining officers' quarters. He shared that they have another project planned for approximately 100 apartment units near the [Yavapai College] baseball fields.

Commissioner Tracey asked when the quarters were originally constructed.

Mr. Stroh answered he couldn't remember exactly, approximately 100 years old.

Commissioner Gambogi asked how large the apartments would be.

Mr. Stroh answered that the one-bedroom units are around 550 sq ft. The two bedrooms are around 800- 1000 sq ft, with the largest unit being 1300 sq ft.

Commissioner Gambogi asked how much the units would rent for.

Mr. Stroh says that he does not have the answer, that US Vets would be able to provide those figures.

Chairman Michelman and Commissioner Goligoski shared words of support for the project,

Prescott resident Violetta Ayalon commented that perhaps they could expand into the other eight Officers' quarters in order to bring down overall costs.

Commissioner Gambogi to approve SITE22-012, seconded by Commissioner Reilly: Passed (6-0).

D. **SITE22-018:** Site Plan Review for Espire Sports on approximately 9.97 acres. Zoning: BR (Business Regional); Property Owner: Espire AZ LLC; Applicant: Stroh Architecture Inc.; Site APN: 103-20-598J; Location: 3400 Gateway Blvd

Community Planner Tammy Dewitt presented an overview of the project, explaining that the project location was previously a Sears Department store. They have obtained building permits and are open for business. This is being brought forth as a result of the new Water Policy as they added more fixtures. She presented an aerial imagery map as well as a site plan provided by the applicant. Ms. Dewitt then presented the Site Plan Review Criteria, which are:

- Building lot and setback requirements
- Internal circulation, public, private or emergency
- Landscaping, screening and buffering
- Outdoor Lighting
- Parking and maneuvering areas
- Public road or street access with proposed street grades

Commissioner Reilly asked for clarification as to why they need a review of their water.

Ms. Dewitt answered that they added some additional plumbing fixtures such as showers and toilets as well as a future restaurant and bar.

Applicant, business owner and Prescott resident, Jim Thomas stated that he has billing records that show they will not be using much more water than was previously used by Sears, but they want to comply with the new water policy. His vision for Espire sports is that it become a destination spot and that more housing and potentially a hotel develop nearby.

Commissioner Gambogi asked the owner what facilities Espire currently houses

Mr. Thomas explained that they have 19 pickleball courts, golf simulators, a bowling alley, a basketball court, full gym, billiards, ping pong tables, shuffleboard, a pro shop and a juice bar

Prescott resident Violetta Ayalon commented that she has been to Espire, enjoys it and that any expansions will be welcomed by many of the members.

**Commissioner Hutchison moved to approve SITE22-018, seconded by Commissioner:
Passed (6-0).**

E. **SITE22-019:** Site Plan Review for Circle K Expansion. Zoning: BG (Business General); Property Owner: Weed investments Inc; Applicant: Land Development Consultants LLC.; Site APN: 106-21-008 L and M; Location: 3101 Willow Creek Road.

Community Planner Tammy Dewitt presented an overview of the project, explaining that existing Circle K at the location will be razed and that a larger Circle K with more gas pumps will be built in its place. She presented an aerial imagery map, a zoning map and a site plan provided by the applicant. She explained that all the existing, mature trees along the southern property line will be maintained in hopes of providing additional buffering. She also shared that they moved their access point off Willow Creek further to the east which is safer and pointed out additional vegetation that will be added to the southern portion of the property. Ms. Dewitt then presented the Site Plan Review Criteria.

Ms. Dewitt shared that citizens expressed concern about construction noise during a Board of Adjustment meeting addressing this same project and that the ability to mitigate such is limited.

Commissioner Hutchison asked whether the environmental concerns have been addressed by the City.

Ms. Dewitt answered that they will have to meet all those requirements during permitting, including Arizona Department of Environmental Quality (ADEQ) requirements.

Commissioner Tracey asked what [uses] are bordering the Southern property line.

Ms. Dewitt answered that they are residences, which sit significantly higher than the subject property.

Chairman Michelman asked Ms. Dewitt how this expansion is requiring much more water than the existing facility.

Ms. Dewitt answered that it is mostly the additional landscaping that “kicks” it over the threshold for what can be approved administratively versus what requires the public hearing process

Applicant Jill Kaiser with Land Development Consultants explained that they will be keeping as many trees as possible to provide additional buffering

Nearby resident Violetta Ayalon expressed concern about the lack of planning for a soundproof wall on the southern border. She explained that there are many tools and techniques that can be used to mitigate excessive noise. She also shared that the construction of the Culvers restaurant on an adjacent parcel was terrible for nearby neighbors and asked the Commissioners to consider requiring more soundproofing.

**Commissioner Reilly to approve SITE22-019, seconded by Commissioner Hutchison:
Passed (6-0).**

4. UPDATE OF CURRENT EVENTS OR OTHER ITEMS OF NOTE

Community Planner shared that there are no more meetings for the rest of the month and that we will be meeting the second week of December.

5. ADJOURNMENT

There being no further business to discuss, Chairman Michelman adjourned the meeting at 9:59 AM.



Kaylee Nunez, Recording Secretary

ATTEST:


Don Michelman, Chairman