



**PLANNING & ZONING  
COMMISSION MINUTES**

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**PLANNING & ZONING COMMISSION  
REGULAR MEETING  
THURSDAY, JANUARY 12<sup>TH</sup>, 2023  
9:00 a.m.**

**Virtual Zoom Meeting + Council Chambers  
201 S. CORTEZ ST.  
PRESCOTT, AZ 86303  
928-777-1207**

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Minutes of the Planning & Zoning Commission on January 12<sup>th</sup>, 2022, 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  
Susan Graham  
Thomas Hutchison  
Thomas Reilly  
Butch Tracey, Absent

**Staff:**

George Worley, Planning Manager  
Tammy Dewitt, Community Planner  
Kaylee Nunez, Recording Secretary  
Deputy City Attorney, Matt Podracky  
Assistant City Attorney, Chris Resare

**City Leadership:**

Councilman Brandon Montoya, Liaison  
Councilwoman Cathey Rusing

**3. REGULAR AGENDA**

A. Approval of Regular & Executive Session Minutes from December 08, 2022.

**Commissioner Reilly moved to approve the December 08<sup>th</sup>, 2022 regular session minutes, seconded by Commissioner Graham: Passed (5-0).**

**Commissioner Reilly moved to approve the December 08<sup>th</sup>, 2022 executive session minutes, seconded by Commissioner Graham: Passed (5-0).**

- B. **CSP22-004:** Proposed Comprehensive Sign Plan Amendment for Prescott Center of Fine Arts digital reader sign height; 222 N Marina Street; Property Owner: Prescott Fine Arts Association; Applicant: Wayne Sanford/ Otwell Architects. APN 113-16-014.

Community Planner Tammy DeWitt presented an overview of the project, the applicant seeks to increase the height of the previously approved sign by 3' (project #CSP22-001). Ms. DeWitt presented renderings of the previously approved sign as well as site photos which show that the current sign cannot be seen from the street as it gets blocked by parked cars. Therefore, the applicant seeks a height increase.

**Commissioner Reilly moved to approve CSP22-004, seconded by Commissioner Hutchison: Passed (5-0).**

- C. **PLN22-003:** Preliminary Plat of Peregrine Ridge at Prescott Lakes PAD Subdivision, a 54-lot subdivision on a 26.44-acre parcel located east off of Prescott Lakes Parkway via Smoke Tree Lane Extension; Site Zoning: BG (Business General) and MF-M (Multi-Family-Medium Density); Property Owner: Bear Creek Holdings LLC; Applicant: Lyon Engineering; APN: 106-13-034K and 106-18-067N.

Community Planner Tammy DeWitt presented an overview of the proposed project as well as zoning and aerial imagery maps, adding that the developer has dedicated 36.7% of the Plat to Open Space. This goes beyond the required minimum in the Land Development Code. She also pointed out that access to the subdivision will be off the current Smoketree Lane/Prescott Lakes Parkway intersection.

Ms. DeWitt then presented a map of the Preliminary Plat, noting that the project will have terrain issues and that the subdivision will be visible from [Highway] 89. She added that there will be another subdivision developing to the South that will share an access point during construction.

Commissioner Hutchison asked for clarification as to whether this subdivision will fall under the Prescott Lakes Development Agreement water allocation.

Ms. DeWitt confirmed that it will.

Commissioner Gambogi commented that he drove out to the site and asked for clarification as to whether there would be only one ingress/egress point from the subdivision.

Ms. DeWitt answered that there will only be one way in and out in the beginning. However, once the subdivision to the south develops, they may be able to utilize it for an additional [emergency access point].

Commissioner Gambogi asked how much excavation would be required for the project.

Ms. DeWitt answered that the City will not know the exact amount until the Engineering plans are submitted, which will come after the Final Plat is approved.

Commissioner Gambogi asked whether the project site is between two ridges that he observed during his site visit.

Scott Lyon, project engineer, answered that the primary ridge flows Southwest from the top then wraps around to the Southeast and that the high point of the project is at the Northerly end [of the development]. He also noted that the [future] Astoria 2A subdivision to the South will provide an emergency, secondary access point.

Commissioner Gambogi asked Mr. Lyon how much excavation will be required.

Mr. Lyon answered that he does not have exact numbers at this time but there will be significant excavation along the top ridge, but they will try to “balance” the site as best as possible by utilizing most excavation materials for fill.

Chairman Michelman asked whether the residences will be sprinklered, he also asked about the average street frontage.

Scott Lyon answered that all the residences will be sprinklered and that each lot has approximately 70’ of street frontage. He clarified that 16-18’ of that frontage will be utilized for the driveways and that one side of each street will be designated as ‘No Parking’.

Chairman Reilly asked about the topographical map provided depicting a perimeter trail, and whether the trail area would be landscaped.

Mr. Lyon answered that it will be a pedestrian trail and that they will work with the City Parks & Recreation Department on meeting all standards, including erosion control elements and landscaping.

Chairman Gambogi asked what the change of elevation from the street intersection to the furthest (eastern) point of the property is.

Mr. Lyon answered that it is approximately 80’.

**Commissioner Reilly moved to approve PLN22-003 seconded by Commissioner Graham: Passed (5-0).**

#### **4. UPDATE OF CURRENT EVENTS OR OTHER ITEMS OF NOTE**

a. Staff Announcements

-Ms. DeWitt announced that Open Meeting Law training for all Boards & Commission members is coming up. Kaylee Nunez (Commission liaison) has emailed more details to all Commissioners regarding sign up.

b. Staff General Plan Update

-Ms. DeWitt shared that staff is preparing to launch the website for the 2025 General Plan update in February, the site address will be PlanPrescott.com

**5. ADJOURNMENT**

There being no further business to discuss, Chairman Michelman adjourned the meeting at 9:22 AM.

  
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Kaylee Nunez, Recording Secretary

ATTEST:

  
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Don Michelman, Chairman