



City of Prescott

Planning & Zoning Commission

September 28, 2023 | 9:00 AM

201 N. Montezuma Street
Council Chambers, 3rd Floor
Prescott, AZ 86301

AGENDA

The following Agenda will be considered by the **Planning & Zoning Commission** at their meeting to be held **September 28, 2023**. Notice of this meeting is given pursuant to Arizona Revised Statutes, Section 38-431.02.

Viewing & Participation

This meeting may be viewed on Channel 64, Facebook Live or on the City's website: [Live Prescott City Council Videos](#)

1. CALL TO ORDER

2. ROLL CALL

3. DISCUSSION & ACTION ITEMS

- A. Approval of the June 29, 2023 Planning & Zoning Commission Meeting Minutes.
Recommended Action: MOVE to approve minutes as presented
- B. **SITE23-007:** Site Plan Review for a 90-unit Apartment Complex on Approximately 2.98 Acres (4 parcels). Zoning: BG (Business General). Property Owner: Lakeview Plaza LLC. Applicant: Michael Taylor Architects Inc. Location: APNs 106-20-506A, 507A, 508, and 509, 3111 Lakeview Plaza Lane.
Recommended Action: MOVE to recommend approval of SITE23-007, per the site plan submitted
- C. **SITE23-008:** Site Plan Review for a 110 Room Hotel on Approximately 3 Acres of a 10 Acre Parcel. Zoning: BR (Business Regional). Property Owner: Espire AZ LLC. Applicant: Sport Hotel Development LLC. Location: APN 103-20-598J, 3400 Gateway Blvd.
Recommended Action: MOVE to recommend approval of SITE23-008, per the site plan submitted

4. STAFF UPDATES

5. ADJOURNMENT

Upon a public majority vote of a quorum of the Board, the Board may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the following purposes:

- (1) Discussion or consideration of personnel matters (A.R.S. §38-431.03(A)(1));

- (2) Discussion or consideration of records exempt by law (A.R.S. §38-431.03(A)(2));
- (3) Discussion or consultation for legal advice with the city's attorneys (A.R.S. §38-431.03(A)(3));
- (4) Discussion or consultation with the city's attorneys regarding the city's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation, or in settlement discussions conducted in order to avoid litigation (A.R.S. § 38-431.03(A)(4));
- (5) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations with employee organizations (A.R.S. §38-431.03(A)(5));
- (6) Discussion, consultation or consideration for negotiations by the city or its designated representatives with members of a tribal council, or its designated representatives, of an Indian reservation located within or adjacent to the city (A.R.S. §38-431.03(A)(6));
- (7) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property (A.R.S. §38-431.03(A)(7)).

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Prescott City Hall on 9/21/23 at 11:00 a.m. in accordance with the statement filed by the Prescott City Council with the City Clerk.



Sarah M. Siep, City Clerk



TO: MAYOR AND CITY COUNCIL
AGENDA: 09.28.23 Planning & Zoning Commission Meeting
DATE: September 28, 2023
DEPT: Community Development
ITEM #: 3.A
SUBJECT: Approval of the June 29, 2023 Planning & Zoning Commission Meeting Minutes.

ITEM SUMMARY

This item is for the approval of the June 29, 2023 Planning & Zoning Commission Meeting. Staff recommends approval of the minutes as presented.

BACKGROUND

None.

FINANCIAL IMPACT

There is no fiscal impact at this time.

RECOMMENDED ACTION

MOVE to approve minutes as presented

ATTACHMENTS

1. June 29, 2023 P&Z Minutes



City of Prescott

Planning & Zoning Commission

June 29, 2023 | 9:00 AM
201 N. Montezuma Street
Council Chambers, 3rd Floor
Prescott, AZ 86301

MINUTES

1. CALL TO ORDER

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

2. ROLL CALL

Don Michelman - Chairman
Ted Gambogi - Vice-Chairman
Susan Graham - Member
Thomas Hutchison - Member
James Kleczewski - Member
Thomas Reilly – Member (Absent)
James Whiting – Member (Absent)

3. DISCUSSION & ACTION ITEMS

- A. Approval of the June 8, 2023 Planning & Zoning Commission Meeting Minutes.
**MOTION BY COMMISSIONER GRAHAM TO APPROVE JUNE 8 MINUTES;
SECONDED BY COMMISSIONER HUTCHISON: PASSED (5 - 0)**
- B. PLN23-001, Preliminary Plat of Luxelocker Condo Storage Facility at Deep Well Ranch, a 126 Unit Subdivision on an Approximately 6.8 Acre Parcel Located on the Southeast Corner of the Intersection of N State Route 89 and Deep Well Ranch Road. Site Zoning: SPC (Specially Planned Community). Property Owner: Prescott Storage Partners LLC. Applicant: Lyon Engineering. Location: APN 102-08-057F.

Community Planner Tammy Dewitt presented an overview of the project; she added that the applicant desires this Plat in order to be able to sell the Condo Units individually (as opposed to rentals). She shared aerial imagery maps, as well as the Plat itself. Each condo unit will have its own APN (tax parcel number). Ms. Dewitt also shared the criteria for Preliminary Plats per the City of Prescott's Land Development Code, which are outlined in Section 9.10.6.

Commissioner Hutchison asked if the units will have electricity.

Ms. Dewitt answered that they will, as well as water and sewer.

Chairman Michelman asked whether the development will have CC & Rs.

Ms. Dewitt answered that they will, which will include specifications that the units

are not livable.

Chairman Michelman asked for clarification as to whether the CC & Rs will restrict whether owners can rent out to others as well as storage of hazardous materials.

Ms. Dewitt answered that it would be up to the deed restrictions for the individual owners to determine whether they could rent out to others. She also commented that Building and Fire Departments will review the deed restrictions for specific language on storage of hazardous materials.

Commissioner Gambogi asked what the units would use water for.

Ms. Dewitt answered that they will generally be for bathrooms, also in order to fill up travel trailers etc.

Applicant and project Engineer, Scott Lyon, explained that they will be moving forward with a Final Plat soon after this.

Commissioner Gambogi asked whether they expect excess fill with this project.

Mr. Lyon answered that they will not.

Chairman Michelman asked about the showers in the units, which were indicated in the narrative supplied with the project submittal.

Mr. Lyon clarified that each unit will not have individual access to water, that they will only be able to access the central restrooms near the office.

MOTION BY COMMISSIONER HUTCHISON TO APPROVE PLN23-001, PRELIMINARY PLAT OF LUXELOCKER CONDO ST; SECONDED BY COMMISSIONER KLECZEWSKI: PASSED (5 - 0)

- C. SITE22-004 Site Plan Review for a 223-unit Residential Rental Complex on Approximately 28.6 Acres. Zoning is SPC and LUG is V. Owner: Deep Well Ranches #1 LLC. Applicant: Terrascope Consulting. Location: APN 102-05-324N.

Planning Manager George Worley explained that the applicant for SITE22-004 contacted staff yesterday (06/28/23) and asked to defer this item, they are not present at the meeting as a result.

MOTION BY COMMISSIONER GAMBOGI TO DEFER SITE22-004 SITE PLAN REVIEW; SECONDED BY COMMISSIONER GRAHAM: PASSED (5 - 0)

4. STAFF UPDATES

No staff updates.

5. ADJOURNMENT

There being no further business to discuss, Chairman Michelman adjourned the meeting at 9:13 AM.

DON MICHELMAN, Chairman

ATTEST:

KAYLEE NUNEZ, Recording Secretary



TO: MAYOR AND CITY COUNCIL
AGENDA: 09.28.23 Planning & Zoning Commission Meeting
DATE: September 28, 2023
DEPT: Community Development
ITEM #: 3.B
SUBJECT: **SITE23-007:** Site Plan Review for a 90-unit Apartment Complex on Approximately 2.98 Acres (4 parcels). Zoning: BG (Business General). Property Owner: Lakeview Plaza LLC. Applicant: Michael Taylor Architects Inc. Location: APNs 106-20-506A, 507A, 508, and 509, 3111 Lakeview Plaza Lane.

ITEM SUMMARY

The site is located on the south side of Lakeview Plaza Lane (west of Goodwill Store) and is currently vacant. The current site plan under review consists of a 90-unit apartment complex. Parking spaces shown is for the proposed 90 (2 bedroom) units consisting of 180 bedrooms.

BACKGROUND

Per the newly adopted City of Prescott Water Policy, any application that requires a water service application also requires a Site Plan application to be reviewed by the Planning and Zoning Commission. The intent of the Site Plan review is to ensure that all developments have functional, well-designed, and user-oriented special requirements.

The property is currently vacant. Access to the site is through the existing internal and external street network.

Site Plan Review Criteria

Per Land Development Code (LDC) section 9.8.5/Site Plan Review Criteria, the following criteria are applicable to the proposed project.

9.8.5.B. Building lot and setback requirements

With a lot combination proposed of the four (4) lots, the buildings, as shown on the proposed Site Plan, meet required setbacks.

9.8.5.F. Internal Circulation, public, private or emergency

The proposed driveway meets Code requirements provides access through the site for all proposed uses.

9.8.5.G. Landscaping, screening and buffering

The proposed project is residential and does not require any screening or buffering.

9.8.5.J. Outdoor lighting standards of Sec. 6.11

Will require details at time of building permit application submittal and will need to meet all dark sky requirements.

9.8.5.K. Parking and maneuvering areas

The proposed project includes the parking required for the proposed apartment complex of 1 per bedroom and guest parking.

9.8.5.M. Public road or street access with proposed street grades

Site access is proposed off of Willow Creek Road and Willow Lake Road.

FINANCIAL IMPACT

There is no fiscal impact associated with this item.

RECOMMENDED ACTION

MOVE to recommend approval of SITE23-007, per the site plan submitted

ATTACHMENTS

1. Narrative (1)
2. site plan
3. zoning and imagery maps

Narrative

PROJECT WILL BUILD (3) 4-STORY APARTMENT BUILDINGS WITH 30 2-BEDROOM UNITS EACH FOR A TOTAL OF 90 2-BEDROOM APARTMENT UNITS. 200 PARKING SPACES WILL BE PROVIDED ON SITE ALONG WITH 2 INGRESS AND EGRESS POINTS.

BG

NOS

MF-M

Subject Parcels

SF-12 (MH

PAD)



Subject Parcels



TO: MAYOR AND CITY COUNCIL
AGENDA: 09.28.23 Planning & Zoning Commission Meeting
DATE: September 28, 2023
DEPT: Community Development
ITEM #: 3.C
SUBJECT: **SITE23-008:** Site Plan Review for a 110 Room Hotel on Approximately 3 Acres of a 10 Acre Parcel. Zoning: BR (Business Regional). Property Owner: Espire AZ LLC. Applicant: Sport Hotel Development LLC. Location: APN 103-20-598J, 3400 Gateway Blvd.

ITEM SUMMARY

The site is located east of Espire Sports encompassing 3 acres of the 10 acre parcel. This area is part of the parking lot of the former Sears Store and the 3 acres will be split in to a separate parcel. Required parking is all located within the 3 acres for the new hotel.

BACKGROUND

Per the newly adopted City of Prescott Water Policy, any application that requires a water service application also requires a Site Plan application to be reviewed by the Planning and Zoning Commission. The intent of the Site Plan review is to ensure that all developments have functional, well-designed, and user-oriented special requirements.

Site Plan Review Criteria

Per Land Development Code (LDC) section 9.8.5/Site Plan Review Criteria, the following criteria are applicable to the proposed project.

9.8.5.B. Building lot and setback requirements

With a the creation of the new 3 acre lot, as shown on the proposed Site Plan, meet required setbacks.

9.8.5.F. Internal Circulation, public, private or emergency

The proposed driveway meets Code requirements provides access through the site for all proposed uses.

9.8.5.G. Landscaping, screening and buffering

The proposed project is located within the mall parking lot and does not require any screening or buffering.

9.8.5.J. Outdoor lighting standards of Sec. 6.11

Will require details at time of building permit application submittal and will need to meet all dark sky requirements.

9.8.5.K. Parking and maneuvering areas

The proposed project includes the parking required for the proposed hotel.

9.8.5.M. Public road or street access with proposed street grades

Site access is proposed in the middle of an existing parking lot and has adequate access.

FINANCIAL IMPACT

There is no fiscal impact associated with this item.

RECOMMENDED ACTION

MOVE to recommend approval of SITE23-008, per the site plan submitted

ATTACHMENTS

1. Wingate Narrative
2. Site Plan and Elevations
3. zoning and imagery map

Wingate by Wyndham Hotels

Project Narrative

The objective of this project is to acquire a portion of parcel 103-20-598J from Espire AZ, LLC and utilize the land to build a Wingate by Wyndham Hotel. The three-story hotel will offer 107-110 rooms and provide space for tourists to stay while they play, shop and enjoy all our community has to offer.

*The pictures below are photographs of the developer's property in Moab UT. The renderings below are for discussion purposes only and don't reflect the exact floor plan(s) or architectural design of the Prescott Project.



PROTOTYPE: ELEVATION



1

PROTOTYPE: FLOOR PLAN



2

PROTOTYPE: FLOOR PLAN



Floor Plan: Guest Floor

3

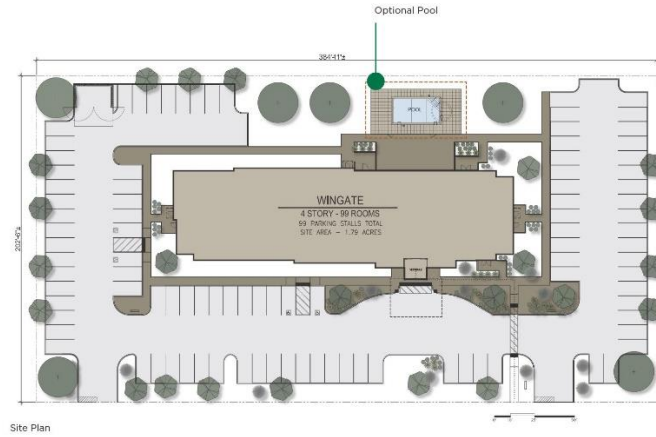
GUESTROOM PLANS



GUESTROOMS	ROOM MIX PERCENTAGE %
King Studio (KS)	57%
King Studio 13' Bay (KST)	3%
Q/Q Studio (Q/QS)	21%
Q/Q Studio Extended (Q/QE)	9%
Q/Q Studio 13' Bay (Q/QST)	1%
Q/Q Studio Extended 13' Bay (Q/QET)	2%
King Suite	2%
Acc. K Studio Tub (KSA)	2%
Acc. K Studio RIS (KRIS)	1%
Acc. Q/Q Studio Tub (Q/QSA)	1%
Acc. K Suite Tub (KSTA)	1%
TOTAL	100%

4

PROTOTYPE: SITE SUMMARY



BUILDING STATISTICS	
Building Length	212'-1 1/2"
Building Depth	62'-9"
Number of Floors	4
Land (acres)	1.79
Parking (# of Spaces)	99
# of Keys	99
Total Gross Building Area	54,720
Data based on a 96-room prototype model	

5

PROTOTYPE: DEVELOPMENT SUMMARY



GUESTROOMS	ROOM MIX PERCENTAGE %	UNIT(S)	AREA (SF)	TOTAL (SF)
King Studio (KS)	57%	56	317 SF	17,752 SF
King Studio 13' Bay (KS1)	3%	3	329 SF	987 SF
Q/Q Studio (QQS)	21%	21	338 SF	7,098 SF
Q/Q Studio Extended (QQE)	9%	9	375 SF	3,375 SF
Q/Q Studio 13' Bay (QQS1)	1%	1	351 SF	351 SF
Q/Q Studio Extended 13' Bay (QQE1)	2%	2	390 SF	780 SF
King Suite	2%	2	527 SF	1,054 SF
Acc. K Studio Tub (KSA)	2%	2	351 SF	702 SF
Acc. K Studio RIS (KRIS)	1%	1	351 SF	351 SF
Acc. Q/Q Studio Tub (QQSA)	1%	1	390 SF	390 SF
Acc. K Suite Tub (KSTA)	1%	1	527 SF	527 SF
TOTAL	100%	99	4,246 SF	33,367 SF

GUESTROOM SUPPORT	PER FLOOR	AREA (SF)	TOTAL (SF)
Corridors (Main)	1	1,478 SF	1,478 SF
Corridors (Upper)	1	1,335 SF	4,005 SF
Stairs	2	235 SF	1,880 SF
Elevators	2	144 SF	576 SF
Linen Storage (Upper Floors Only)	1	70 SF	210 SF
Ice/Vending	1	51 SF	204 SF
Guest Laundry (Second Floor)	1	88 SF	93 SF
Mechanical/Electrical (Upper Floors)	1	129 SF	387 SF
Storage (Main Floor)	1	187 SF	187 SF
Storage (Second Floor)	1	99 SF	99 SF
Storage (Upper Floors)	1	187 SF	374 SF
TOTAL GUESTROOM ROOM SUPPORT/CIRCULATION			9,493 SF

FRONT OF HOUSE	TOTAL (SF)
FOOD & BEVERAGE	
Dining/Lounge	1,297 SF
Market	111 SF
TOTAL	1,408 SF
FUNCTION	
Meeting Room & Storage	286 SF
Board Room	348 SF
TOTAL	634 SF
RECREATION	
Exercise Room	330 SF
TOTAL	330 SF
PUBLIC CIRCULATION	
Lobby/Reception	707 SF
Vestibule	184 SF
Public Toilets	252 SF
TOTAL	1,143 SF
TOTAL FOH	3,515 SF

BACK OF HOUSE	TOTAL (SF)
ADMINISTRATION	
Management Office	188 SF
Work Area/Storage	409 SF
TOTAL	597 SF
LAUNDRY	
Main Laundry	559 SF
Housekeeping Office	86 SF
TOTAL	645 SF
FOOD & BEVERAGE	
Pantry	309 SF
TOTAL	309 SF
MISCELLANEOUS	
Mechanical /Electrical Room	531 SF
Elevator Equipment Room	107
Maintenance Office	131
TOTAL	769 SF
TOTAL BOH	2,320 SF

6



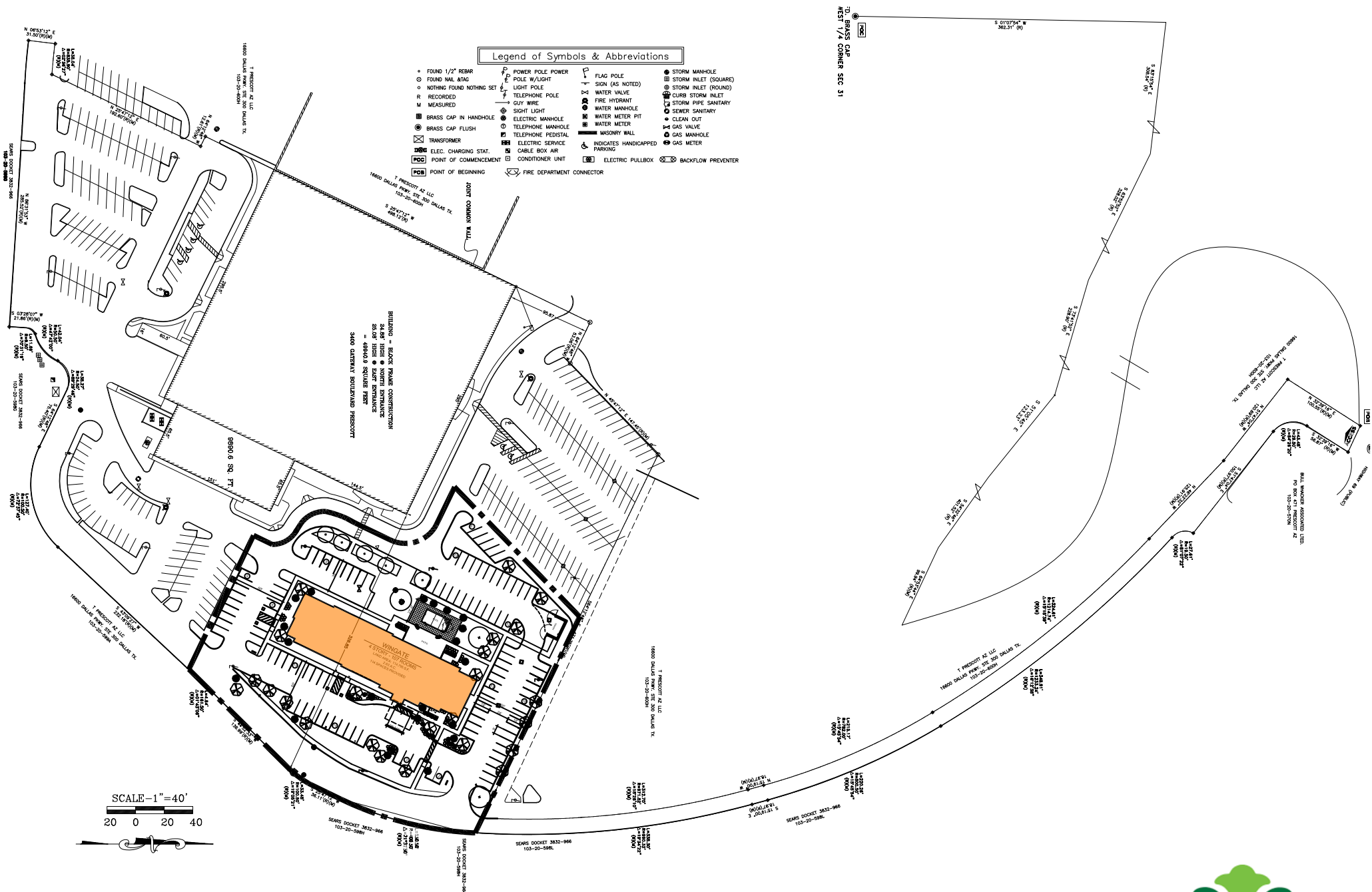
Optional LEED-certifiable drawings and specification documents are included.



CONCEPTUAL SITE PLAN
FOR REFERENCE ONLY



CONCEPTUAL SITE PLAN
FOR REFERENCE ONLY



CONCEPTUAL SITE PLAN
FOR REFERENCE ONLY

L=312.70'
R=971.82'
Δ=18°26'10"
(R)(M)

L=338.
R=990
Δ=19°
(R)

SEARS DOCKET 382-066
103-20-598H

SEARS DOCKET 382
103-20-598H

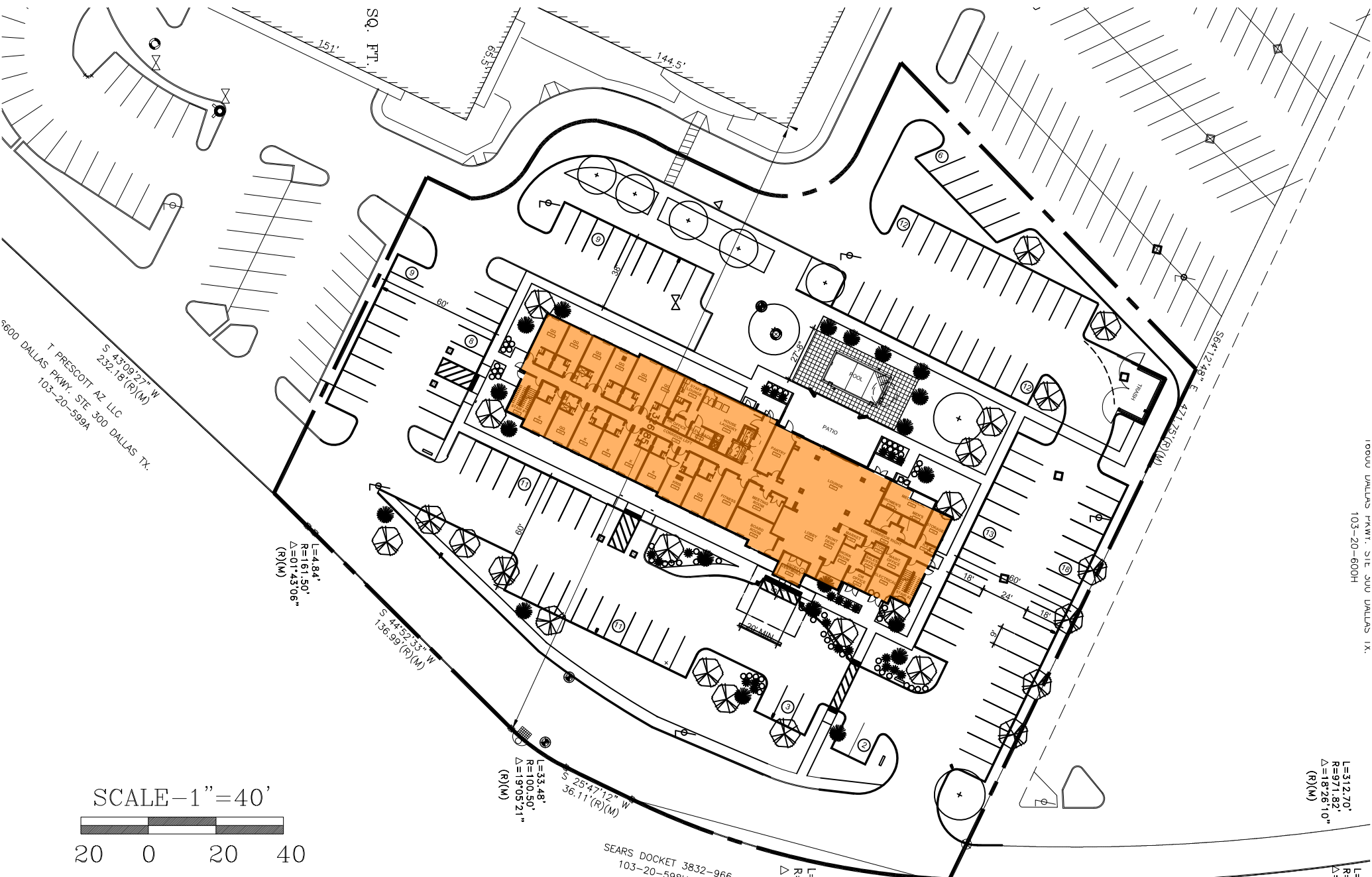
L=150.50'
R=400.50'
Δ=21°31'50"
(R)(M)

SEARS DOCKET 3832-966
103-20-598H

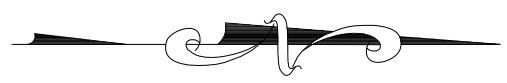
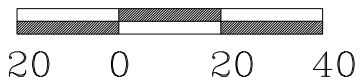
S 25°47'12" W
36.11' (R)(M)
L=33.48'
R=100.50'
Δ=19°05'21"
(R)(M)

S 44°52'33" W
136.99' (R)(M)

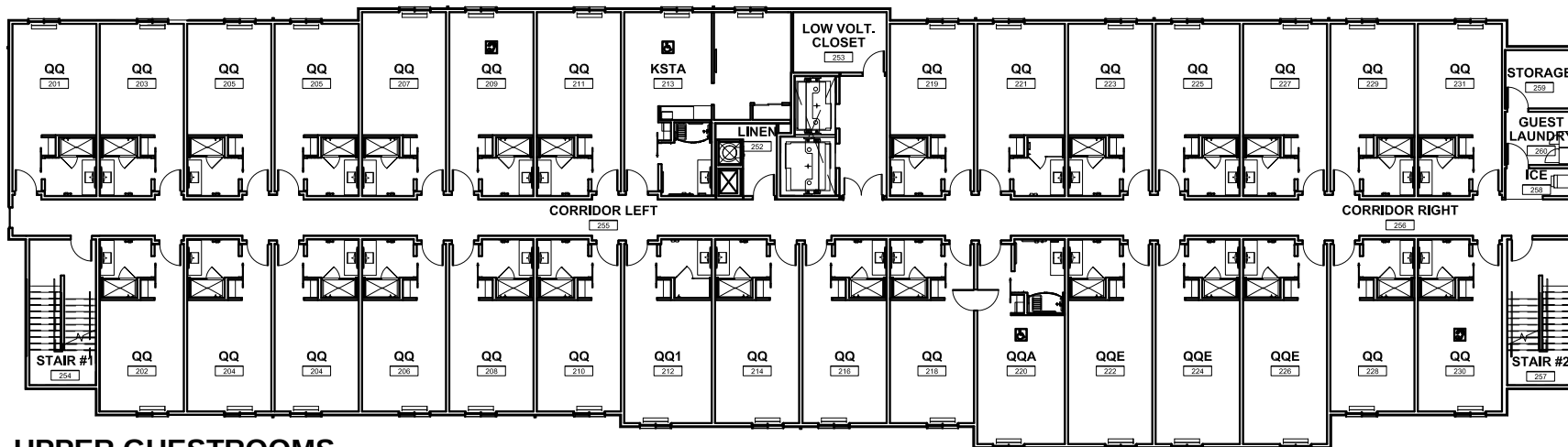
L=4.84'
R=161.50'
Δ=0°145'06"
(R)(M)



SCALE-1"=40'

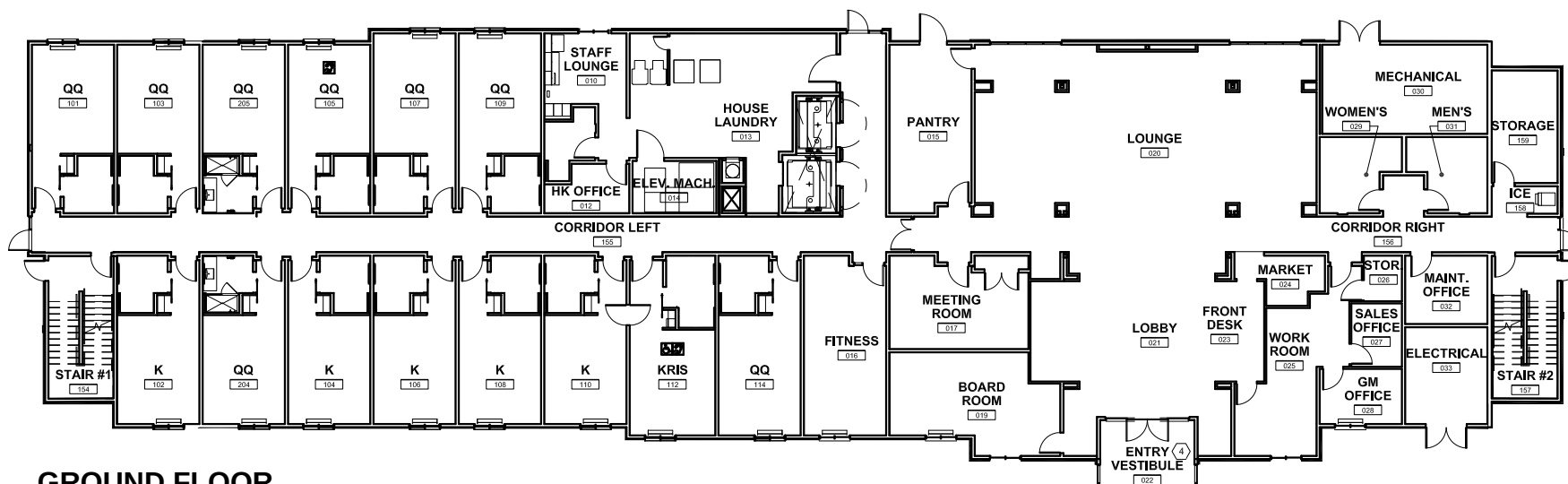


**CONCEPTUAL SITE PLAN
FOR REFERENCE ONLY**



UPPER GUESTROOMS

31 GUESTROOMS



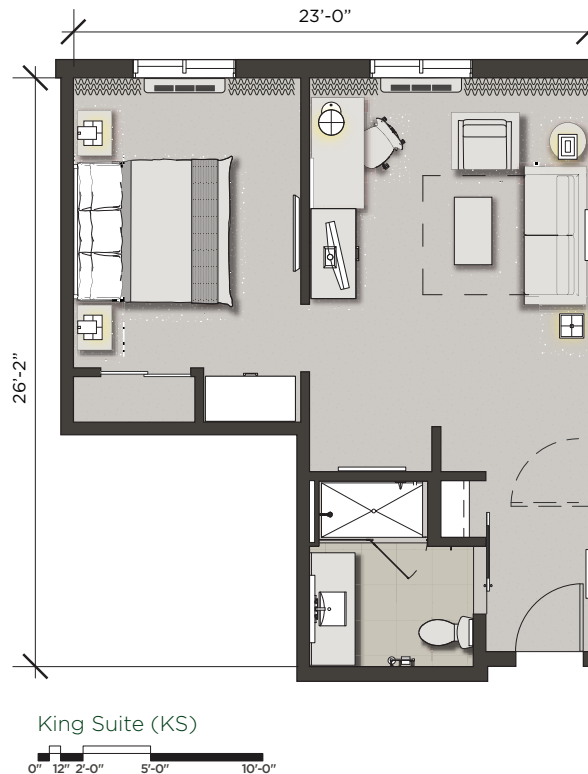
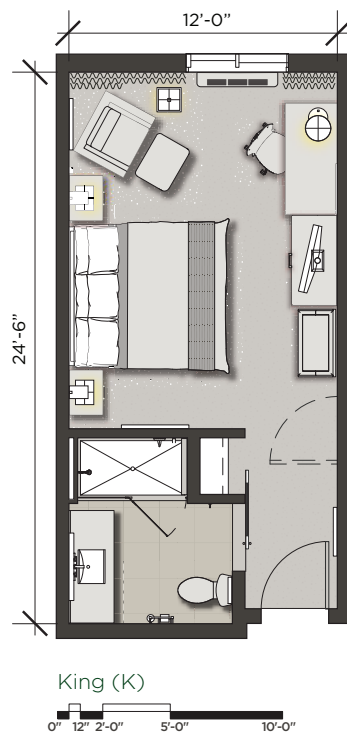
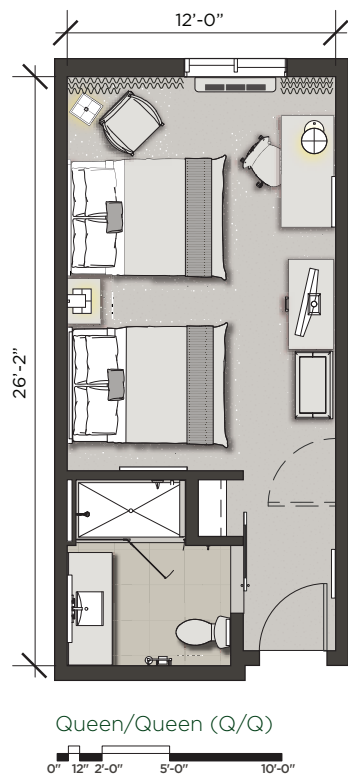
GROUND FLOOR

14 GUESTROOMS

BREAKDOWN:

4TH - 31 GUESTROOMS
 3RD - 31 GUESTROOMS
 2ND - 31 GUESTROOMS
 1ST - 14 GUESTROOMS
 NO.#107 GUESTROOMS

PROTOTYPICAL FLOOR PLAN
 FOR REFERENCE ONLY



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TOTAL	100%



INTERIOR LOBBY
FOR REFERENCE ONLY



PROTOTYPICAL GREATROOM
FOR REFERENCE ONLY



PROTOTYPICAL CORRIDOR
FOR REFERENCE ONLY



PROTOTYPICAL BATHROOM
FOR REFERENCE ONLY



PROTOTYPICAL GUESTROOM
FOR REFERENCE ONLY



Front Elevation: 4 story





**HOTEL
PREMISES**

VIEW FROM ACCESS DRIVE
FOR REFERENCE ONLY



PROTOTYPICAL 3D RENDERING
FOR REFERENCE ONLY

PROTOTYPE: DEVELOPMENT SUMMARY



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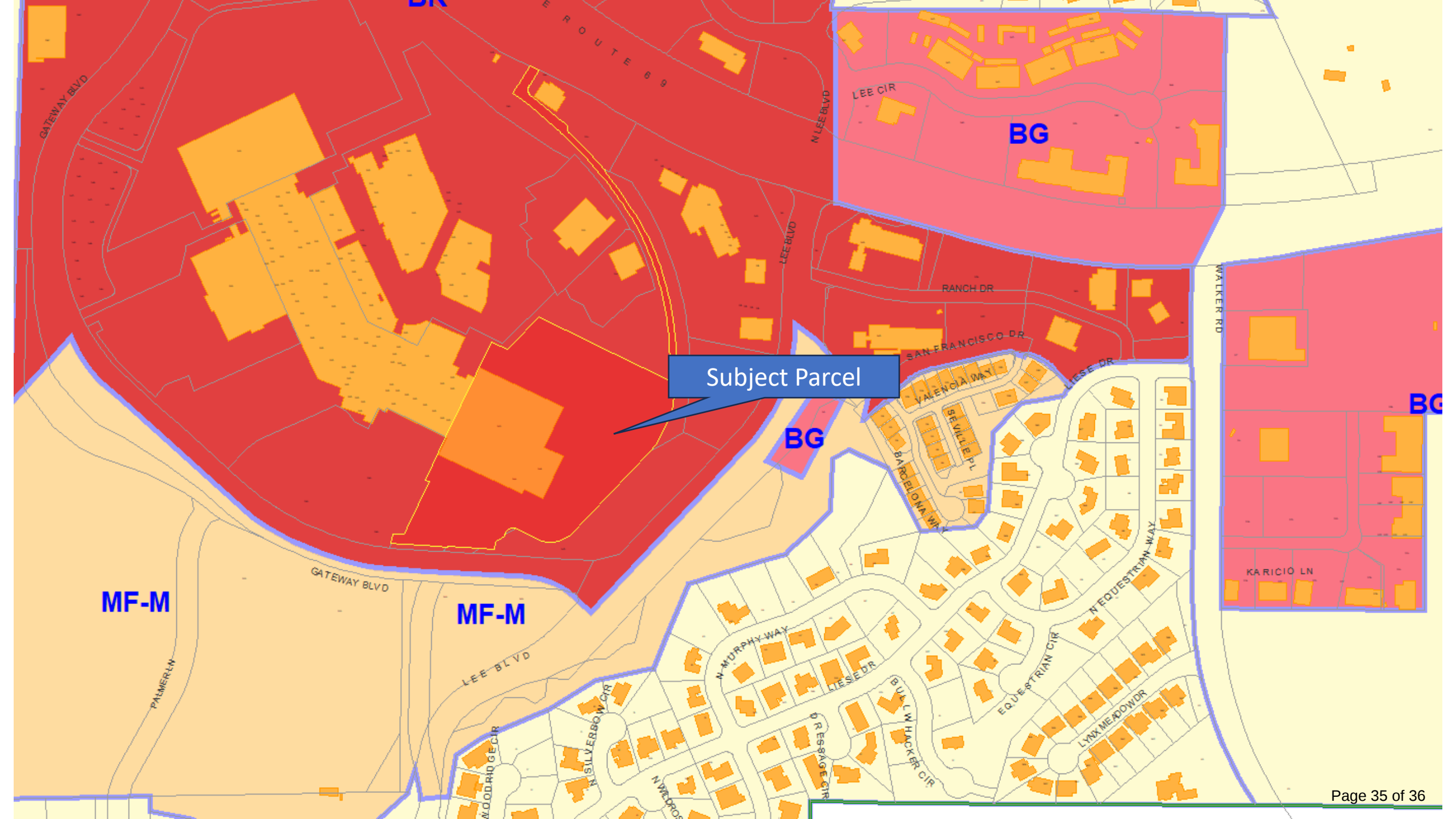
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MISCELLANEOUS	
Mechanical /Electrical Room	531 SF
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Maintenance Office	131
TOTAL	769 SF
TOTAL BOH	2,320 SF



Optional LEED-certifiable drawings and specification documents are included.



Subject Parcel

MF-M

MF-M

BG

BG

BG

