



City of Prescott

Planning & Zoning Commission

October 26, 2023 | 9:00 AM

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

MINUTES

1. CALL TO ORDER

Chairman Don Michelman called the meeting to order at 9:00 A.M.

2. ROLL CALL

Don Michelman, Chairman
Ted Gambogi, Vice-Chairman
Susan Graham, Commissioner
Thomas Hutchinson, Commissioner (Absent)
James Kleczewski, Commissioner (Absent)
Thomas Reilly, Commissioner
James Whiting, Commissioner

Chelsea Walton, Interim Community Development Director
George Worley, Planning Manager
Tammy DeWitt, Community Planner
Sarah Hilton, Recording Secretary
Councilmember Cathey Rusing
John Kuebrich, Capital Projects Manager for Airport

3. DISCUSSION & ACTION ITEMS

- A. Approval of the October 12, 2023 Planning & Zoning Commission Meeting Minutes.

**Recommended Action: MOVE to approve the meeting minutes as presented
MOTION BY COMMISSIONER REILLY TO APPROVE THE OCTOBER 12,
2023 MINUTES; SECONDED BY COMMISSIONER WHITING: (5 - 0)**

- B. **ANX23-004** - A Request for Annexation of a 1.67 Acre Parcel in Northwest Prescott, Establishing the Initial City zoning as RE-2 Acre (Rural Estate 2 Acre). Location: APN102-05-324K. Property Owner: James Deep Well Ranches #1 LLC. Applicant: Gammage & Burnham, PLC.

Tammy DeWitt, Community Planner, presented a map of the subject property. She stated that the property is located within the Deep Well Ranch Master Plan area. She then presented an aerial view of the subject property and pointed out the future Jenna Lane. Ms. DeWitt presented the Plat of Annexation which shows the 1.67 acre parcel.

Ms. DeWitt stated that the request is for annexation of a 1.67 acre parcel to become part of the South Ranch II – Unit 4 Subdivision Plat that will be used as a

drainage basin and part of future Jenna Lane. She stated that the Planning and Zoning Commission is responsible for confirming the appropriate zoning for the annexed property. She stated that the County zoning is R1L-70, which is approximately 1.65 acres. The closest equivalent zoning with the City is RE-2 Acre, which is what the City is proposing for the subject property.

Commissioner Ted Gambogi stated that when a property is annexed from the County, the City then tries to find the closest zoning.

Ms. DeWitt stated that RE-2 Acre is the closest zoning that the City has.

Commissioner Gambogi asked if the property can be rezoned at a later meeting.

Ms. DeWitt stated that a new application would need to be submitted for a rezone. She stated that the subject property does not need to be rezoned as it will be part of a plat and it will be open space.

Lindsay Schube with the Law Firm of Gammage & Burnham confirmed that the property is 1.67 acres. She stated that it is state law to bring the property in with equivalent zoning and that it is possible to rezone it as a companion case on the same agenda but that is not necessary as the property will be open space.

Councilmember Cathey Rusing stated that she has concerns that the City does not have anything in writing stating that the subject property will be open space. She stated that she would also like a stipulation that the City will not provide wet utilities to the property as she is worried that they may build on the property in the future. Councilmember Rusing stated that she would like to have in writing that Deep Well Ranch will maintain the property.

Planning Manager George Worley stated that the next item on the agenda will address each of the items Councilmember Rusing spoke about. He stated that the Plat shows the property as open space and once it has been approved and recorded, it cannot be changed without going back through the process again. He stated that since the subject property is open space area for drainage, the property owners and the future HOA will be responsible for maintenance.

Ms. DeWitt stated that the parcel is 2.11 acres but the request is to annex just 1.67 acres of the parcel as to not create a County island.

Commissioner Reilly asked what the downside is to creating a County island.

Ms. DeWitt stated that it is illegal per state statutes.

MOTION BY COMMISSIONER REILLY TO RECOMMEND THE INITIAL ZONING TO BE RURAL ESTATE 2 ACRE (RE-2); SECONDED BY COMMISSIONER GRAHAM: (5 - 0)

- C. **PLN23-003** - A Preliminary Plat of South Ranch II Unit 4, at Deep Well Ranch, a 200 Unit Subdivision on an Approximate 31.4 Acre Parcel Generally Located at the Northwest Corner of the Future Jenna Lane and Future James Lane. Site Zoning: SPC (Specially Planned Community). Property Owner: James Deep Well

Ranches #1 LLC. Applicant: Gammage & Burnham, PLC. Location: APN 102-05-036F.

Ms. DeWitt presented a map showing the subject property. She then presented an aerial view showing the subject property and the future Jenna Lane and future James Lane Extension.

Request:

- Part of the Deep Well Ranch Master Plan zoned SPC
- Proposed 200 units on approximately 31.4 acres (includes previous annexed parcel)
- Master Plan Designation of V (Village) which allows for the density of the subdivision
- Property currently vacant

Ms. DeWitt presented the proposed Plat map. She stated that there are two access points; main access to the southwest as well as access to the north. Ms. DeWitt stated that the parcel to be annexed will be changed as the Plat moves forward to be a part of the tract as open space for drainage and utilities.

Ms. DeWitt presented a Residential Project Summary table that shows parcels as 35 by 90 feet. She stated that is the standard lot size in Deep Well Ranch. Ms. DeWitt pointed out that they have adequate open space that is required as the Plat moves forward.

Ms. DeWitt stated that the Preliminary Plat was reviewed by all staff departments including Fire and the Airport and they had no issues moving the project forward.

Commissioner Reilly stated that he did not see the concerns of Councilmember Rusing addressed in the information provided by the applicant. He asked how Councilmember Rusing's concerns would be addressed.

Ms. DeWitt stated that it would be addressed in the Plat. She stated that the tract that the parcel is located in is designated as open space. She stated that when the parcel is annexed and the Final Plat moves forward, it will become part of that tract.

Commissioner Gambogi asked if the homes will be for rent or purchase.

Ms. DeWitt stated that they will be for purchase.

Commissioner Reilly asked for clarification on what a portion of the letter from Gammage and Burnham means.

Ms. Schube from Gammage & Burnham stated that the property to be annexed is part of Tract D, which is designated as open space. She stated that it is private property so there are no obligations by the City to manage the property. It will be managed by an HOA. Ms. Schube stated that the homes are single family residences, fee simple for purchase. She stated that smaller lots that are more

affordable, which is what is needed in the jurisdiction.

Commissioner Gambogi asked what the square footage of the homes will be.

Ms. Schube stated that they will be 1500 to 1700 square foot homes.

Chairman Michelman stated that phase one has one entrance into the subdivision and asked how long it will take for phase 2 to be developed so there is another entrance.

Ms. Schube stated that there will be an emergency access point as well.

Chairman Michelman asked if the emergency access road will be dirt or if they will put in roads ahead of time.

Ms. Schube stated that she does not know the answer but that it will have to be approved by Fire Department & Engineering [Public Works].

Chairman Michelman asked what the average driveway width is for a house and stated that there would be room for one visitor car to be parked on the street plus the driveway.

Ms. Schube stated that there will be room in the driveway for one car as well as parking available that is required by the zoning ordinance. She stated that they added one space for every five lots as guest parking.

Ms. DeWitt stated that the additional parking is shown on the Plat map.

Chairman Michelman stated that the parking is far from some of the homes. He asked if there are two car garages.

Ms. Schube stated that the homes have a single car garage and single parking space in the driveway.

Commissioner Gambogi asked if the driveway will be wider than the garage.

Ms. Schube stated that the driveway will be approximately ten feet wide.

Commissioner Gambogi asked if entrance to the houses will be from the front or the side.

Ms. Schube stated that the entrance will be from the front.

Councilmember Rusing asked for staff to share the impact on the subdivision from the airport. She asked what will be done to let the residents know about the 800-900 overflights per day.

Ms. DeWitt stated that the subdivision is not within any impact zones and is within the 55 DNL and residences are allowed per the code. She stated that the Airport Department has reviewed the project.

Ms. Schube stated that the developer will be doing all necessary Airport disclosures. They will be on the public report, CC & Rs, have a placard in the sales office, and that it will be included in the Plat notes. All of the disclosures will be given at the time of sale. She stated that there will be a 5 day period where residents can get their money back.

Chairman Michelman asked if the streets in the community will be City or private streets.

Ms. Schube replied that they will be City streets.

John Kuebrich, Capital Projects Manager at Prescott Airport stated that part of the project is in Airport Impact Zones 4 and 6 but outside of the critical Impact Zones.

Ms. DeWitt stated that those Impact Zones allow for residences.

Commissioner Whiting asked how much of the property is in the Impact Zone?

Mr. Kuebrich stated that the entire property is in Impact Zone 6 and that allows for residential uses.

**MOTION BY COMMISSIONER REILLY TO RECOMMEND APPROVAL OF
PLN23-003; SECONDED BY COMMISSIONER WHITING: (5 - 0)**

4. STAFF UPDATES

No staff updates.

5. ADJOURNMENT

There being no further business to discuss, Chairman Michelman adjourned the meeting at 9:31 A.M.



Don Michelman, Chairman

ATTEST:



SARAH HILTON, Recording Secretary

