

City of Prescott  
**General Plan Review Committee**



November 29, 2023 | 2:00 PM  
201 N. Montezuma Street  
Council Chambers, 3rd Floor  
Prescott, AZ 86301

**MINUTES**

**1. CALL TO ORDER**

Chair Sapio called the meeting to order at 2:00 pm.

**2. ROLL CALL**

Terry Sapio, Chair  
Don Michelman, Vice-Chair  
Andre Carman - Arrived at 2:21 pm  
Mary Frederickson  
Ralph Hess - Excused  
Jim Huffman  
Thomas Hutchison  
James McCarver  
Rod Moyer  
Gary Worob

**3. OPEN CALL TO THE PUBLIC**

A. Member of the public, JD Greenburg, spoke to request a session on open space and wildlife issues in the General Plan, citing past concerns and potential mitigation strategies. She would like to address wildlife corridors and land use issues, including an underpass on State Route 69.

Member Worob responded that he is working on that element of the General Plan since that is also of interest to him.

**4. DISCUSSION & ACTION ITEMS**

A. Approval of the October 25, 2023 General Plan Committee Meeting Minutes.

**MOTION BY MEMBER HUFFMAN TO APPROVE THE MINUTES AS PRESENTED;  
SECONDED BY MEMBER WOROB: PASSED (7 - 0) NEW MEMBER HUTCHISON  
RECUSED HIMSELF.**

B. Presentation of a Work Session from the City Planning Department Regarding a Review of the Community Vision in the General Plan.

Planner, Tammy DeWitt, presented and discussed the importance of presenting the General Plan in a way that fits Prescott's unique needs and goals, rather than following a generic approach. The group is considering renaming elements and reorganizing them to better align with Prescott's vision and priorities. From the community open house learned that Prescott residents prioritize water quality, traffic management, and housing development over the next 10 years. The General Plan could also highlight the importance of resiliency and sustainability in Prescott, including fire-adapted communities, environmental planning, and historic preservation.

Chair Sapio commented that he liked the example of Gilbert's General Plan, which was easy to read and navigate, showed how citizens helped form the plan and pointed out what would trigger a plan change.

Member Hutchison emphasized the importance of a useful and readable General Plan.

Ms. DeWitt advised the goal is to have two versions: a long version with all the details and a summarized version.

Member McCarver commented that the 2015 General Plan has a nice summary regarding history showing chronologically where we came from and asked if the format they are looking at contains the required elements for a population of fifty thousand or more.

Ms. DeWitt confirmed that the format does contain the required elements for a fifty thousand plus population.

Vice Chair Michelman asked if the plan will prioritize certain items for City Council to help them decide what they may want to do.

Ms. DeWitt advised that those will be shown via short-term and long-term goals.

Planning Manager George Worley commented that the committee will have the advantage to learn from the City Council's Strategic Plan that will be developed in early 2024 to see what is deemed important and a priority from the Council's perspective.

Member Huffman asked if the summary version of the plan will have references to the full version for ease of navigation from one to the other.

Ms. DeWitt responded they are working on that and would like to have that feature.

Member Hutchison asked if there should be a portion in the plan regarding the cost of the elements being proposed.

Mr. Worley advised that is not the role of the General Plan, that role would fall to the City Council.

Member Worob commented that it could also be a good idea to not include price expectations.

Councilman Gambogi commented on the need for actionability in the General Plan and noted, based on the 2015 General Plan, it seems that developers make decisions from what is in the General Plan.

Mr. Worley suggested that when developing the implementation element, the language used should mirror the format established by the council in their Strategic Plan. This similarity in language would facilitate a smooth transition and translation between the two documents.

Member Michelman asked if the General Plan should have anything regarding the airport.

Ms. DeWitt responded the airport will be covered in the land use element.

Member Moyer commented that he likes this approach to putting the plan together.

Member McCarver asked about elements of public service and public buildings, what area would those fall under.

Ms. DeWitt responded that those would be topics like schools, police, fire, library, community center and would fall under Community Quality.

Member Hutchison asked who the General Plan is for.

Mr. Worley responded that it needs to be stated in the beginning of the General Plan that it is for the residents of Prescott, and it is for the City Council to implement.

Member Michelman asked what happens if the Committee does not agree with what the departments have proposed for the General Plan.

Mr. Worley advised that the department can be invited to a meeting with the Committee, and they can discuss it together.

Member Frederickson commented on the need to examine and clarify the major vs. minor amendment distinction and the ability for the average person to understand what triggers an amendment.

Ms. DeWitt responded that the topic will be brought forward at a future meeting where examples of what other municipalities have done will be reviewed and then the Committee will discuss how they would like that addressed in the plan.

Chair Sapio spoke in favor of including the airport as its own element in the General Plan, noting that Prescott citizens have gotten a taste of air service and overwhelmingly love and are proud of their airport now.

Ms. DeWitt suggested that the airport could be included under economic competitiveness in the General Plan, since it is an economic driver for Prescott.

Member Moyer provided an option regarding accessibility in the General Plan, he suggested possibly using appendices for finding detailed information.

Ms. DeWitt replied that is one of the things they would like a consultant to help with.

Member Frederickson praised the use of visuals, including maps and pictures, to enhance the readability and interest of the plan.

Member Hutchison recommended taking time to research what sustainability really means.

Councilwoman Fruhwirth spoke to the importance of holding regular Council meetings to review progress, ensuring accountability, and involving the public in decision-making through elections. She also highlighted the need for more frequent discussions, perhaps quarterly, to track progress against established goals. She expressed concerns about not just focusing on essential services like police and fire but also on cultural assets, downtown events, and community quality and believes in the value of creating a vibrant and enjoyable community, mentioning events like music on the plaza and food festivals as integral to community quality.

Mr. Worley responded that they could include pictures of those specific events in the plan to help show that feature.

Member of the public, Tana Karen, spoke regarding the need to enforce a plan effectively, expressing concerns about it being just a blueprint. She mentioned addressing issues related to noise ordinance and advised she had researched best practices from other cities regarding noise regulations, including those related to

vehicles, and had shared them with the mayor. She believes in turning the general plan into an ordinance and that the goal is to establish codes that future councils must follow, ensuring effective enforcement.

Chair Sapio asked for clarification on what the General Plan can and cannot do.

Mr. Worley responded that recommendations from a General Plan can be acted upon by the Council and rendered into ordinances.

Member Worob commented that the plan should include the points of what Prescott does with what they have and how well they do that with importance placed on how well.

Chair Sapio suggested providing General Plan presentations to the Council during Study Sessions, and stated that the presenter should have a copy of the General Plan and explain how the presented information aligns or deviates from the plan. This aims to keep the Council informed about the ongoing actions and their alignment with the General Plan.

Member Hutchison added that he sees the General Plan as a road map rather than a blueprint.

Member Frederickson stated the importance of including ambulance services since it has been a big issue.

Member Huffman commented that he is highly encouraged on the path the 2025 General Plan is heading.

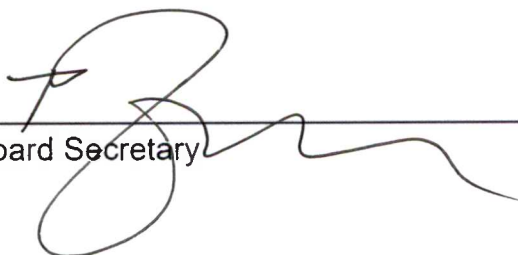
***This Item was for discussion only, no formal action was taken.***

**5. ADJOURNMENT**

There being no further business to discuss Chair Sapio adjourned the meeting at 3:21 pm.

  
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Terry Sapio, Chair

ATTEST:

  
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Board Secretary