



City of Prescott

Planning & Zoning Commission

April 25, 2024 | 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, Chair

Thomas Reilly, Vice Chair

Thomas Davis, Member

Susan Graham, Member

Thomas Hutchison, Member

James Kleczewski, Member

James Whiting, Member

3. DISCUSSION & ACTION ITEMS

- A. REZ24-001: A Request for a Rezoning from SF-18 (Single Family) to BG (Business General) Allowing for a Thirty-six (36) Unit RV Park on a 2.14 Acre Parcel. Location: APN 115-06-112E, 1646 Iron Springs Road. Property Owner: KL HB LLC. Applicant: Leah Beck.

Community Development Planner, Tammy DeWitt, presented the item and discussed the summary of the project and compatibility details. A map was shared, outlining the subject property area and adjacent properties. Per Ms. DeWitt, City staff from various departments have reviewed the conceptual project and found that it appears to meet City Code requirements. These are preliminary determinations based upon the limited information available at this time. If the rezoning is approved, much more detailed plans will be required and a more detailed examination by staff will occur.

The proposed project includes the creation of 36 RV sites with amenities consisting of full bathrooms and laundry facilities. It would be considered an infill development due to sewer and water are in the area to provide the required infrastructure for this project.

The property is bounded by apartments on the west and commercial office to the east. The area has an eclectic mix of commercial uses. Compatibility is achieved by the nature of the project, and there are pre-existing manufactured homes and RV parks on the south side of Iron Springs Road. The 2015 General Plan designated the area for Commercial for typical or regional commercial uses. The proposed rezoning meets the General Plan designation for this project.

The recommended action is to move to recommend approval of rezoning (REZ24-001) from Multifamily Medium (MF-M) to Business General (BG) subject to substantial conformance with the site plan, according to Ms. DeWitt.

Chairman Michelman invited the applicant, Leah Beck, to address the Commission. Ms. Beck shared her interest in the proposed project and provided background information. The goal is not to bring in an industrial area, but rather to keep the current environment and incorporate in the existing trees and natural landscaping, according to Ms. Beck.

Chairman Michelman invited Commissioners to question and comment.

Commissioner Hutchison inquired about a stay limit, as well as the possibility of leases or semi-permanent lease options. Per Ms. Beck, a month-to-month option is being considered, as well as longer lease options including semi-permanent.

Commissioner Reilly inquired about density and possible issues that may arise with rezoning. Ms. Beck explained that there would be a 30-foot-wide space for emergency response, which is about the size of a three-car garage. She referred to the various sizes of the lots and spaces displayed on the map. Originally, an entrance and separate exit existed, however, a loop was created instead with temporary parking for check-in. The loop option aims to reduce traffic activity from the project on Iron Springs Road.

Commissioner Kleczewski inquired if the project would be considered hospitality and would the city receive bed tax. Per Ms. DeWitt, 30 days or less is considered hospitality.

Chairman Michelman referred to the information provided regarding short and long-term rental availability and inquired about ownership of some lots or spaces. According to Ms. Beck, that may be a possibility in the future to include some vacation rentals, however, park models are not in the current vision.

Chairman Michelman invited speaker requests from members of the public. Two citizens commented on the proposed project and read aloud letters provided by their neighbors as well. He shared his concerns including environmental impacts, open space, close property boundaries to adjacent homeowners, traffic impacts, and noise. Shared recommendations included restrictions on noise, reductions of lots and spaces, and the possibility of duplexes for workforce housing in lieu of RV spaces.

Commissioner Davis inquired about the site plan process. Per Ms. DeWitt, today's meeting would be the only review of the application. Should the City Council approve the rezoning request, the applicant would then apply for the engineering permits for the site. Commissioner Davis commented that he does not have an issue with rezoning, however, is concerned about the site plan. Ms. DeWitt explained that the item being brought forward today is for business general, meets the designation, and is compliant with the General Plan.

Commissioner Hutchison commented that the project appears to be high density rather than business general and inquired about sidewalks.

Per Ms. DeWitt, high density is allowed in business general. Traffic review, sidewalks, and additional details would be addressed further in the application process. A traffic study is required when obtaining engineering permits.

Commissioner Graham expressed concern about density, the size of the sites, and RV parks deteriorating over time.

Commissioner Reilly asked about rezoning decision making.

Deputy City Attorney Matt Podracky referred to Land Development Code 9.15.5 and explained that although the Commission is a recommending body; City Council has the ultimate authority.

City of Prescott Land Development Code, Section 9.15.5, Issues for Consideration:

"In determining whether to approve, approve with modifications, or deny proposed Official Zoning Map amendments, issues for consideration shall include but not be limited to:

- A. Consistency (or lack thereof) with the Prescott General Plan, and other adopted Plans;*
- B. Compatibility with the present zoning and conforming uses of nearby property and with the character of the neighborhood;*
- C. Suitability of the subject property for uses permitted by the proposed zoning district;*
- D. Suitability of the subject property for uses permitted by the existing district; and*
- E. Availability of sewer, water, and stormwater facilities."*

Chairman Michelman inquired about an option for the Commission to review a final site plan. Per Ms. DeWitt, the review process by this Commission precedes review by the Council Subcommittee on Water Issues.

Recommendations from both the Subcommittee and this Commission are then brought before City Council for final consideration.

Commissioner Reilly inquired about stipulations being made during a rezoning consideration. According to Mr. Podracky, they can be included if they are reasonable, referring to the project. Commissioner Reilly commented that a site plan review could be an option through a public meeting with the area residents. The site plan did not require review by residents, per Ms. DeWitt, as there was nothing in the City Code to trigger a review. It could be made a stipulation, however, there may be no way to enforce it.

Community Development Planning Manager, George Worley, explained that the department often receives projects requiring multiple steps, including review by multiple departments. The majority of the data needed is gathered after the rezoning has taken place. The engineering plans, water calculations and design plans can all be expensive for the applicant and come prior to the applicant receiving permits. Prior projects for consideration by the Commission have come forward with substantial conformance, similar to the site plan being discussed.

Mr. Worley continued, and explained that while conformance is close, it is not exact. Staff have the option to send the application back for review by the Commission, should there be substantial changes.

Should a recommendation be made, subject to substantial conformance to the attached site plan, it does provide an option to be reviewed again.

Chairman Michelman invited the applicant, Leah Beck, to address the Commission to make further comments.

Ms. Beck thanked the residents present for their input, and the Commission for their time and review. She added that another goal is to reside and operate on site. The concerns from area residents were noted, and some are shared. Answering additional questions of the Commission, she explained that the front lots and spaces would be at least 20 feet from the sidewalk. Gabion baskets are being considered as fencing, and the check in and out would be midday, rather than at night or early morning to aid with traffic concerns. Customer service is the main focus, according to Ms. Beck.

MOTION BY MEMBER REILLY TO APPROVE RECOMMENDATION OF REZ24-001, MOTION SECONDED BY MEMBER WHITING

Mr. Podracky requested clarification, if the motion was to include subject to site plan presented or straight out rezoning. Per Commissioner Reilly, straight out rezoning. Chairman Michelman requested further clarification on the matter, as the Commission was undecided. Ms. DeWitt explained that a motion including subject to the site plan would require a new application process should the current application be withdrawn or not approved. The Commission further discussed the current motion on the floor.

MOTION AMENDED BY COMMISSIONER REILLY TO APPROVE RECOMMENDATION OF REZ24-001, SUBJECT TO SITE PLAN SUBSTANTIAL CONFORMANCE; SECONDED BY MEMBER WHITING: PASSED (6-1) MEMBER KLECZEWSKI DISSENTING

- B. PLN23-004: A Preliminary Plat of Senator Cottages, a 37-Unit Subdivision on an Approximate 11 Acre Parcel. Location: Generally Located Off of Senator Highway on the Old Drive-in Property. Zoning: SF-9 (Single Family). Property Owner: RCJ Irrevocable Trust. Applicant: Lyon Engineering.

Ms. DeWitt presented the item, a request for Preliminary Plat approval for the Senator Cottages subdivision. The request includes creating 37 single family units platted as a PAD on approximately 11 acres with approximately 50% Open Space, located east off of Senator Highway. The currently vacant property is zoned SF-9 (Single Family).

The old Senator Highway Drive In sign would remain, and the proposed project is not expected to exceed density allowed. There is emergency response access next to Haisley Road, with main entrance access off Senator Highway. Land Development Code Section 9.10.9.A.6 was referred to.

City of Prescott Land Development Code, Section 9.10.9.A.6, Subdivision Plat Review, Issues for Consideration:

"The City shall consider the following in the review of Preliminary Plats:

- a. The purposes for subdivision regulations of Sec. 9.10.1;*
- b. The requirements of Sec. 9.10.6, Standards for Subdivision Approval;*
- c. The physical arrangement of the subdivision;*
- d. Adequacy of street and thoroughfare rights-of-way and alignment;*

- e. *Compliance of the streets and thoroughfares with the adopted plans and the existing street pattern in the area;*
- f. *Adequacy of easements for proposed or future utility service and surface drainage; and*
- g. *Suitability of lot size and area with respect to the minimum requirements for the type of sanitary sewage disposal proposed."*

The recommended action is to move to recommend approval of PLN23-004, Preliminary Plat of Senator Cottages, according to Ms. DeWitt.

Chairman Michelman opened up discussion of the item.

Commissioner Kleczewski requested clarification regarding the rezoning of the property. Per Ms. DeWitt, the item is a Preliminary Plat and not a rezoning item.

Chairman Michelman inquired about parking issues, and if the units would be owner-occupied. The front is set back 20 feet from garage, per Ms. DeWitt. The units are platted for single family; however, the units may be rented out by the owner as they would be individually owned.

Chairman Michelman invited Engineer Scott Lyon, and Developer Sterling Johnson, to address the Commission. Mr. Lyon confirmed adequate visibility, related to traffic concerns. Left turn lanes are included in the proposal and a section of Senator Highway would be widened to the east only. Mr. Johnson thanked the Commission and staff for their consideration.

MOTION BY COMMISSIONER REILLY TO APPROVE RECOMMENDATION OF PLN23-004; SECONDED BY MEMBER DAVIS: PASSED (7-0)

4. UPDATES

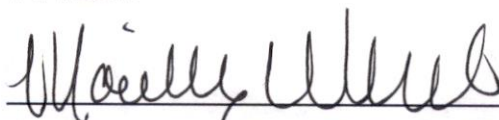
Ms. DeWitt invited members and the public to attend the Old City Hall Redevelopment Project Open House, April 25, 2024, from 4:00-6:00pm. This will be an open format, where citizens can walk through, view renderings and information boards, and ask questions of the staff and the representatives of Territory Holdings. The project, entitled "The Assembly at Old City Hall", is scheduled to go before the Prescott Preservation Commission for a Study Session on May 10, 2024.

5. ADJOURNMENT

There being no further business to discuss, Chairman Michelman adjourned the meeting at 10:12 a.m.


DON MICHELMAN, Chairman

ATTEST:

 5/9/24
MARIKAY WHISENAND, Senior City Clerk Specialist