



## City of Prescott Board of Adjustment

September 19, 2024 | 9:00 AM

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

### MINUTES

#### 1. CALL TO ORDER

Chair Lamerson called the meeting to order at 9:00 a.m.

#### 2. ROLL CALL

Jim Lamerson, Chair  
Tony Teeters, Vice Chair  
Tom Davis, Member  
Mary Frederickson, Member  
Miriam Haubrich, Member (Excused)  
Mark Hokeness, Member  
Tom Hutchison, Member (Excused)

#### 3. DISCUSSION & ACTION ITEMS

- A. Approval of the July 18, 2024 Board of Adjustment Meeting Minutes.

**MOTION BY MEMBER DAVIS TO APPROVE THE MEETING MINUTES AS PRESENTED; SECONDED BY MEMBER FREDERICKSON: PASSED (5 - 0)**

- B. **V24-007** – Variance to Article 3, Section 3.2.3.E (SF-18/Maximum Building Height/Structure Height) of Land Development Code (LDC) to Allow an Increase in the Allowed 35' Building Height by 5' to Allow for a Maximum Building Height of 40' for a New Single-Family Residence. Property Owner: Joey Cipriano. Applicant: Wildflower Designs. Location: APN 105-08-362, 1561 Bello Monte Drive.

Community Planner Tammy DeWitt introduced the topic for discussion and showed the location of the project with maps and photos. Additionally, she provided the adoption of International Fire Code Amendments that states that grade & driveway slopes cannot exceed 12%. Staff has worked with the applicant and Homeowners Association (HOA) and explained that the house must be taller to meet driveway slope restrictions. All variance review criteria presented and V24-007 meets all criteria.

Member Hokeness asked if building the pad with dirt counts towards building height.

Ms. DeWitt stated that it does count and staff measures from existing natural grade.

Member Hokeness asked how staff determines where the height measurement point is.

Ms. DeWitt responded that staff locates the natural grade and examines different points to determine the highest point for measurement.

Member Hokeness asked if owners request to disturb the land prior to permitting.

Ms. DeWitt stated that owners submit for an engineering permit for grading to show the disturbance envelope prior to construction plans being provided to show building elevations.

Member Davis asked about Administrative Adjustments approved by city staff that are less than 10%.

Ms. DeWitt provided a summary of recent administrative adjustments and stated that staff is seeing an increase of administrative adjustments due to the driveway slope issue. She added that staff contacts the adjacent property owners for comments.

Member Davis asked if there is another way that height adjustments should be examined in the future due to recent Fire Code amendments.

Ms. DeWitt stated that Prescott has a lot of sloped lots and staff needs to make sure city codes apply to all residential.

Member Davis asked if this would be taller from the street level.

Ms. DeWitt responded that it is a possibility.

Member of the public, Pat Fuge, thanked Board Members, staff, and the applicant. He asked if the 12% slope of the driveway was for the upper garage or lower and asked if staff could provide information on the size of the house. He feels that this variance is acceptable and should be approved.

Ms. DeWitt responded that the driveway slope will be for both the upper and lower garages. She did not have information related to the size of the house at this time.

**MOTION BY MEMBER FREDERICKSON TO APPROVE V24-007; SECONDED BY MEMBER TEETERS: PASSED (5-0).**

#### **4. UPDATES**

Ms. DeWitt provided updates about the 2025 General Plan public comment period beginning September 23, 2024. She presented a flyer for the 60-Day public comment period. There will be physical and virtual meeting rooms provided.

Member Frederickson asked how the flyers will be distributed.

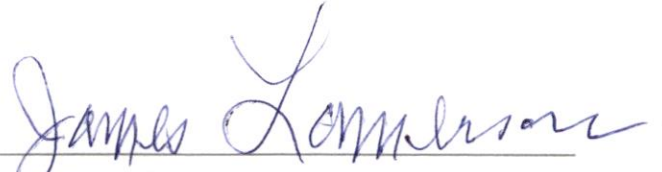
Ms. DeWitt stated that there will be an ad in the paper and the flyers will be emailed.

Ms. Frederickson asked if the flyers will be emailed to the public or private entities.

Ms. DeWitt stated that staff is required to send to certain reviewing agencies per state statute.

**5. ADJOURNMENT**

Chair Lamerson adjourned the meeting at 9:25 a.m.

A handwritten signature in blue ink, appearing to read "James Lamerson", written over a horizontal line.

Jim Lamerson, Chair

A handwritten signature in blue ink, appearing to read "John", written over a horizontal line.

Board Secretary