



City of Prescott
Planning & Zoning Commission

September 25, 2025 | 9:00 AM
201 N Montezuma Street
Council Chambers, 1st Floor
Prescott, AZ 86301

MINUTES

1. CALL TO ORDER

Chairman 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. Approval of the August 28, 2025 Planning and Zoning Commission Meeting Minutes.

MOTION BY COMMISSIONER REILLY TO APPROVE THE AUGUST 28, 2025 MEETING MINUTES; SECONDED BY COMMISSIONER GRAHAM; PASSED (5-0-2) COMMISSIONER HUTCHISON AND COMMISSIONER WHITING ABSTAINED.

B. **PLN25-002:** A Preliminary Plat of Lafferty Ranch, a 4-Unit Subdivision and Tract for Future Apartments on an Approximate 15.3 Acre Parcel Generally Located on the North Side of State Route 69 Across from Costco. Zoning: RE-2 (Rural Estate 2 Acre) and MF-M (Multi-Family-Medium Density). Location: APN 103-20-008C and D. Property Owner: 3910-5 LLC. Applicant: Kelley Wise Engineering.

Community Planner Jacob Lund gave a presentation regarding the proposed preliminary plat (PLN25-002) and provided aerial images of the property, zoning maps, the proposed preliminary plat, and slope analysis provided by the engineer. He added that due to hillside development standards there will be 3 lots containing restrictive building envelopes. However, the only required restrictive building envelope is located on lot 2 due to slopes exceeding 20 percent. Staff reviewed the proposal and all review criteria for preliminary plats were met. Staff recommended moving to recommend approval of PLN25-002.

Chair Michelman asked if residential areas or apartments will be required to be sprinklered.

Alex Bramlette Planning Manager stated that fire had reviewed the preliminary plat and the need for fire sprinklers will be determined at the time of permitting.

Chair Michelman asked what the difference was between PLN25-002 and the project previously reviewed by the Planning & Zoning Commission.

Mr. Lund stated that the previous project was related to a rezoning for the property located to the south for a new apartment project. The proposal now is a separate parcel to the north consisting of a 4-unit residential subdivision.

MOTION BY COMMISSIONER REILLY TO RECOMMEND APPROVAL OF PLN25-002; SECONDED BY COMMISSIONER WHITING (PASSED 7-0).

- C. **SUP25-001:** A Request for a Special Use Permit for a Remodel that Adds 50% or More to the Value of Existing Structures Relative to the Pre-Remodel Values as Required by Land Development Code Section 4.9.4.A.1. Location: 130 N. Cortez Street. Owner: 130 CORTEZ LLC. Applicant: Michael Taylor Architects Inc.

Community Planner Tammy Dewitt gave a presentation regarding (SUP25-001) for a special use permit that was required due to the total value of the proposed remodel adding 50 percent or more to the value of the existing structure. She provided imagery maps, historic photos of the building, and proposed renderings provided by the applicant. She stated that the proposal will consist of a new first floor area and fabric awning, installation of an elevator, conversion of the 2nd and 3rd floors to apartments, and the addition of a 4th floor for a new residence. Staff recommended moving to approve SUP25-001 with or without the recommended condition of the applicant submitting exterior building materials for review and approval by the Historic Preservation Specialist prior to building permit approval.

Commissioner Hutchison asked if there will be enough parking.

Ms. Dewitt said parking is not required for retail or commercial uses, but the applicant will be providing 6 parking spaces for the residential component.

Commissioner Hutchison asked if she believes there is sufficient parking.

Ms. Dewitt said that historical buildings have exceptions for parking but there is parking being added.

Chair Michelman asked if this was a grandfathered situation.

Ms. Dewitt confirmed.

Commissioner Davis asked why the applicant did not consider replacing or adding decks in front of the building.

Ms. Dewitt deferred to the applicant.

Vice Chair Reilly if the west elevation will be stucco or brick.

Ms. Dewitt stated that it is currently stucco and will remain as stucco.

Colin Lovdahl Michael Taylor Architects stated the original plan included cast iron balconies, but they did not want to build over the right of way due to the structural integrity of the existing brick.

Member of the public Sandy Hanson asked why the parking issue is allowed and is always overlooked. Additionally, she had concerns with the addition of the 4th floor.

VICE CHAIR REILLY MOVED TO RECOMMEND APPROVAL OF SUP25-001 WITH THE RECOMMENDED CONDITION THAT THE APPLICANT SUBMIT

EXTERIOR BUILDING MATERIAL FOR REVIEW AND APPROVAL BY THE HISTORIC PRESERVATION SPECIALIST PRIOR TO BUILDING PERMIT APPROVAL; SECONDED BY COMMISSIONER GRAHAM; PASSED (7-0).

- D. **REZ25-001 & GPA25-001:** A Request for a Rezoning from MF-M (MH) (Multi-Family Medium Density with Manufactured Home Floating District) to BR (Business Regional) on a Total of 2.722 Acres, a Rezoning from RO (Residential Office) to BR on 0.55 Acres (APN 113-08-024B); and a Minor General Plan Amendment from Medium-High Density Residential to Commercial for All Listed Parcels. The Overall Project Area is 3.282 Acres, with Owners Seeking to Bring Legal Non-Conforming [Commercial] Lots into Compliance with City Zoning Code & Their Associated General Plan Land Use Group (LUG) Designation. Location: APNs 113-07-089, 113-08-031, 113-08-032, 113-08-033, 113-08-066, 113-08-067, 113-08-024B, 113-07-087, 113-07-088 and 113-08-034 (& 034A). Addresses: 601, 603, 605, 617 & 625 Ruth St.; 642 Dameron Dr. Owners: West Yavapai Guidance Clinic Inc; Henderson, Patricia; Elrod, Sean. Applicant: Remarkable Land Surveying Inc. – Duane Famas.

Community Planner Tammy Dewitt provided a presentation and stated that the rezoning consists of approximately 3.282 acres and 11 properties. She provided imagery maps showing the zoning designations and locations of the parcels included in the rezoning request. Additionally, she stated that the rezoning will include a minor general plan amendment to commercial to allow for the proposed rezoning request to bring legal non-conforming uses into compliance with City zoning code and their associated General Plan Land Use Group (LUG) designation. Staff reviewed the proposal and determined that it meets all City Code requirements. Staff recommend moving to recommend approval of GPA25-001 and REZ25-001.

Commissioner Davis asked if the general plan amendment is consistent with the proposed general plan.

Ms. Dewitt stated that there currently is no proposed general plan map to compare it to, but it would have been.

Vice Chair Reilly asked if the sole purpose for the rezoning is to clean up an existing zoning mess with no use changes.

Ms. Dewitt confirmed.

Commissioner Hutchison asked if this is something the city wants.

Ms. Dewitt clarified it was requested by the applicant.

Chair Michelman asked how the buildings were originally approved.

Ms. Dewitt stated that it was built in the 1960's with limited zoning requirements at that time.

Chair Michelman asked if nothing was done the business could still exist and operate.

Ms. Dewitt confirmed.

Tamara Player President/CEO West Yavapai Guidance Clinic stated the goal is to be able to move to a new facility and sell the property. She added that the

rezoning request would allow potential buyers to keep the current use moving forward.

Commissioner Hutchison asked if the motive for the rezoning request is to allow flexibility to move or sell or further optimize the business.

Ms. Player confirmed and wanted to ensure the property continues to be used and is not vacant property.

Chair Michelman asked if there was a buyer in mind for the property.

Stephen Polk Chairman Polera Health stated that the Dameron Facility has always been operated with substance use treatment licensed by the Arizona Department of Health. He said that the plan is to move half of Polera Health's services to newer facilities and that the Dameron facility will be sold to potential buyers wanting to purchase the facility to operate a similar use.

Chair Michelman stated that the Planning & Zoning Commission does not typically rezone without knowing who will purchase the property and what the property will be used for. He asked if the potential buyer will still be a medical use.

Mr. Polk said the potential buyer is a medical provider that intends to do a similar use.

Commissioner Hutchison asked why the buyer wants the zoning changed.

Mr. Polk stated that grandfathered zoning is problematic and scary and that a contingency in the purchase offer was to correct the zoning.

Vice Chair Reilly believes if the zoning is changed to Business Regional (BR) and it would allow for many uses that are compatible with the area and does not have a problem with changing the zoning to Business Regional.

Commissioner Davis agreed and stated that a new zoning will give flexibility to improve the property.

Member of the public David Feru believes the sale of the property allows Polera Health to continue investing in the community.

Commissioner Hutchison asked if staff had any issues with the request.

Ms. Dewitt stated that the rezoning makes sense to maintain commercial use from a planning standpoint.

Member of the public Sandy Hanson does not have a problem with Polera Health or West Yavapai Guidance Clinic but is concerned if the rezoning is approved it will increase noise and parking issues. She would like to see the new owner need a conditional use permit and to not approve a rezoning request.

VICE CHAIR REILLY MOVED TO RECOMMEND APPROVAL OF GPA25-001; SECONDED BY COMMISSIONER DAVIS; (PASSED 7-0).

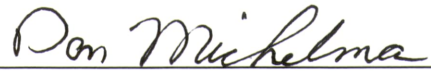
VICE CHAIR REILLY MOVED TO RECOMMEND APPROVAL OF REZ25-001; SECONDED BY COMMISSIONER DAVIS; (PASSED 7-0).

4. STAFF UPDATES

No Staff Updates.

5. ADJOURNMENT

There being no further business to discuss, Chairman Michelman adjourned the meeting at 9:58 a.m.



DON MICHELMAN, Chairman

ATTEST:



JACOB LUND, Recording Secretary