



City of Prescott Board of Adjustment

April 16, 2026 | 9:00 AM
201 N. Montezuma Street
Council Chambers, 1st Floor
Prescott, AZ 86301

MINUTES

1. CALL TO ORDER

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

2. ROLL CALL

Tony Teeters, Chair
Miriam Haubrich, Vice Chair
Tom Davis, Member
Mark Hokeness, Member
Tom Hutchison, Member (Excused)
Larry Meads, Member
Rick Kimery, Member

3. DISCUSSION & ACTION ITEMS

- A. Approval of the March 19th, 2026 Board of Adjustment Meeting Minutes.

MOTION BY MEMBER KIMERY TO APPROVE THE MARCH 19, 2026, MEETING MINUTES AS SUBMITTED; SECONDED BY MEMBER HAUBRICH: PASSED (4-0-2) MEMBERS DAVIS AND HOKENESS ABSTAINED.

- B. Introduction & Welcome to New Appointed and Re-Appointed Board of Adjustment Members.

Community Planner Jacob Lund introduced newly appointed member Larry Meads and re-appointed member Miriam Haubrich to the Board of Adjustments.

This item was for discussion only, no formal action was taken.

- C. Discussion & Action Regarding Appointment of Chair and Vice-Chair for the Board of Adjustment for a One-Year Term.

Mr. Lund informed the Board Members that per the recent changes to the Board of Adjustment By-laws that they will need to select a New Chair and Vice Chair for one-year terms.

**MOTION BY MEMBER DAVIS TO RE-ELECT ANTHONY TEETERS AS CHAIR;
SECONDED BY MEMBER HOKENESS: PASSED (6-0).**

**MOTION BY CHAIR TEETERS TO ELECT MIRIAM HAUBRICH AS VICE-CHAIR;
SECONDED BY MEMBER KIMERY: PASSED (6-0).**

D. Presentation & Discussion Regarding the Board of Adjustment Member Orientation.

Mr. Lund provided the Board Members with orientation binders which included meeting schedules, Land Development Code (LDC), BOA amended bylaws and city code bylaws, Council Rules of Procedure, and the BCC handbook.

This item was for discussion only; no formal action was taken.

E. **V26-003:** Variance to Article 2, Section 2.7.3.E.4.E (Accessory Uses & Structures/Accessory Structures Height) of the City's Land Development Code (LDC) Allowing for an Increase in Height from the Maximum Allowed Height of 20ft to 25ft for Construction of a New Detached Garage. Zoning: SF-18 (Single-Family 18,000 sq ft Minimum Lot Size). Property Owner: Croy Jeffrey R & Patricia L (RS). Applicant: Jeff Croy. Location: APN: 108-09-007B, 1118 Middlebrook Rd.

Mr. Lund provided a presentation regarding a request for a height variance to allow an increase in the maximum allowed detached accessory structure height from 20' to 25'. He provided a zoning map, site plan, FEMA floodplain maps, renderings of the proposed garage, and photos of the proposed garage location. The elevation of the proposed garage needed to be raised above the base floodplain elevation and will require an elevation certificate for the structure completed by a licensed engineer. Staff reviewed the request against all variance review criteria per Land Development Code (LDC) Section 9.13 and stated that staff recommended to approve or deny V26-003.

Member Davis requested more information about why a 5' height increase was needed.

Mr. Lund deferred to the applicant.

Applicant & Property Owner Jeff Croy stated that the increased height was needed for the inclusion of a rock-climbing wall and for storage of a fifth wheel. He added that if the garage was attached to the house, he would be allowed a maximum structure height of 35'.

Member Hokeness asked if the climbing wall could be located outside of the garage.

Mr. Croy said that the goal is to have a climbing wall that can be used year-round.

Mr. Lund clarified that an outdoor climbing wall would still be subject to the 20' detached accessory structure height requirements.

Member Meads asked if there were requirements for a driveway approach.

Mr. Lund confirmed that driveway requirements would be reviewed under the building permit.

Member of the public Ben Jensen stated that he has concerns with the proposed garage blocking sunlight to the neighboring property to the west.

Member Davis asked if he would still have an issue with a 20' garage that is allowed by right.

Mr. Jensen stated he would have less concerns with a 20' garage but would like to see the location moved further east and believes the 5ft increase would be more intrusive.

Mr. Croy referenced the letters of support provided in the agenda packet and one was from the tenant currently living in the neighboring home to the west.

Chair Teeters asked if the owner of the home was not objecting to the variance request.

Mr. Croy clarified that the home is rented and the current tenant does not object.

MOTION BY MEMBER MEADS TO APPROVE V26-003; SECONDED BY MEMBER KIMERY: PASSED (4-2) MEMBERS DAVIS AND HOKENESS DISSENTING.

- F. **V26-004:** Variance to Article 3, Section 3.6.3.F (SF-9/Minimum Setbacks) of the City's land Development Code (LDC) Allowing for a Reduction of the Required 25' Front Setback by 5' Resulting in a 20' Front Setback; and a Request to Reduce the Required 7' Side Setback by 2' Resulting in a 5' Side Setback to Allow for a New Detached Garage. Zoning: SF-9 (Single-Family 9,000 sq ft Minimum Lot Size. Property Owner: Ceasar De Moss. Applicant: Freddie Newkirk/ Ready Renovations and Remodeling LLC. Location: APN 108-10-032, 811 Evergreen Road.

Community Planner Tammy DeWitt provided a presentation regarding a request for a reduction of the required front setback by 5' and the side setback by 2' to allow for construction of a new detached garage. She provided a zoning map, aerial imagery map, map of similar variances in the neighborhood, photos of the site, and the proposed site plan for the garage; and added that the lot is considered a double frontage lot that requires a 25' front and rear setback for all structures making the placement of a garage more difficult. Staff reviewed the variance request against all review criteria per LDC Section 9.13 and recommended to approve or deny V26-004.

Member Meads asked if there were any drainage maps with the submittal.

Ms. DeWitt stated that it is not impacted by the FEMA floodplain and the drainage will be reviewed by the Public Works Department during the building permit process.

Member Meads asked if there will be any trees removed.

Applicant/Contractor Freddy Newkirk responded that the wall will stay and include a 24" culvert to improve the drainage.

Member Meads asked how many trees will be removed.

Mr. Newkirk clarified that approximately 3 trees would be removed.

Member of the public Michael McInnes expressed his support for the project as a direct neighbor to the proposed garage.

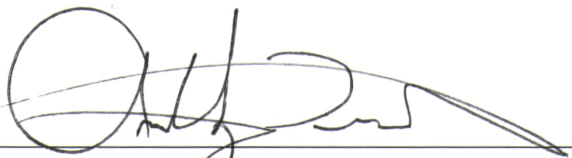
MOTION BY MEMBER DAVIS TO APPROVE V26-004; SECONDED BY MEMBER KIMERY: PASSED (6-0).

4. STAFF UPDATES

Ms. DeWitt informed the board members that there will be a meeting on May 21, 2026.

5. ADJOURNMENT

Chair Teeters adjourned the meeting at 9:39 a.m.



Anthony Teeters, Chair



Jacob Lund, Board Secretary