

City of Prescott

Board of Adjustment



June 18, 2026 | 9:00 AM
201 N. Montezuma Street
Council Chambers, 1st Floor
Prescott, AZ 86301

AGENDA

The following Agenda will be considered by the **Board of Adjustment** at their meeting to be held **June 18, 2026**. Notice of this meeting is given pursuant to Arizona Revised Statutes, Section 38-431.02.

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **DISCUSSION & ACTION ITEMS**

A. Approval of May 21, 2026 Board of Adjustment Meeting Minutes.

Recommended Action: MOVE to approve minutes as presented

B.

V26-007: Variance to Article 6, Section 6.4.4.B (Fence and Wall Location and Height) of the City's Land Development Code (LDC) Allowing for an Increase of the Maximum Allowed Fence Height from 6ft to 7ft within the Required Side & Rear Yard Setback for Trinity Christian School within a SPC (Specially Planned Community) Zoning District. Property Owner: 1212 Warrior Way LLC. Location: APNs 102-20-001H, 102-19-001A, & 102-20-001E, 1212 Warrior Way.

Recommended Action: MOVE to approve or deny V26-007 per the site plan provided

C. **CUP26-002:** Conditional Use Permit to Allow an Ambulance Service (Ground and Air with Helicopter Landing Pad) to Service Exceptional Healthcare Adjacent to State Route 69 in a BR (Business Regional) Zoning District. Location: APN 103-15-160A Encompassing Approximately 9.2 Acres, 4822 E State Route 69. Property Owner: Exceptional Healthcare. Applicant: BMH As-Built USA.

Recommended Action: MOVE to approve or deny CUP26-002 per the site plan and with the following conditions:

1) Applicant shall install a 6-foot solid screening wall along the north and west property line as approved under Building Permit B2503-018; 2) Applicant shall install additional landscaping along State Route 69 frontage adjacent to the helistop per the rendering provided by applicant under Building Permit No. B2503-018; 3) Applicant shall submit for a new building permit and receive building permit approval for the helistop; and 4) Applicant shall complete installation of the above three conditions and complete their final inspection on or before July 31, 2026. If the conditions are not met, the Community Development Director will issue notice per

LDC 9.3.7.C that the CUP will be considered for revocation during the August 20, 2026 Board of Adjustment meeting.

4. ADJOURNMENT

Upon a public majority vote of a quorum of the Board, the Board may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the following purposes:

- (1) Discussion or consideration of personnel matters (A.R.S. §38-431.03(A)(1));
- (2) Discussion or consideration of records exempt by law (A.R.S. §38-431.03(A)(2));
- (3) Discussion or consultation for legal advice with the city's attorneys (A.R.S. §38-431.03(A)(3));
- (4) Discussion or consultation with the city's attorneys regarding the city's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation, or in settlement discussions conducted in order to avoid litigation (A.R.S. § 38-431.03(A)(4));
- (5) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations with employee organizations (A.R.S. §38-431.03(A)(5));
- (6) Discussion, consultation or consideration for negotiations by the city or its designated representatives with members of a tribal council, or its designated representatives, of an Indian reservation located within or adjacent to the city (A.R.S. §38-431.03(A)(6));
- (7) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property (A.R.S. §38-431.03(A)(7)).

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Prescott City Hall on 6/11/26 at 11:00 a.m. in accordance with the statement filed by the Prescott City Council with the City Clerk.

Sarah M. Thornhill

Sarah M. Thornhill, City Clerk



TO: MAYOR AND CITY COUNCIL
AGENDA: June 18 Board of Adjustments
DATE: June 18, 2026
DEPT: Community Development
ITEM #: 3.A
SUBJECT: Approval of May 21, 2026 Board of Adjustment Meeting Minutes.

ITEM SUMMARY

This item is for approval of the May 21, 2026 Board of Adjustments meeting minutes. Staff recommends approval of the minutes as presented.

BACKGROUND

None.

FINANCIAL IMPACT

There is no fiscal impact associated with this item.

RECOMMENDED ACTION

MOVE to approve minutes as presented

ATTACHMENTS

1. May 21, 2026 BOA Minutes



City of Prescott Board of Adjustment

May 21, 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
Larry Meads, Member
Rick Kimery, Member

3. DISCUSSION & ACTION ITEMS

- A. Approval of the April 16th, 2026, Board of Adjustment Meeting Minutes.

MOTION BY MEMBER DAVIS TO APPROVE THE APRIL 16, 2026, MEETING MINUTES AS SUBMITTED; SECONDED BY MEMBER MEADS: PASSED (7-0).

- B. **V26-006:** Request for a Variance to Article 3, Section 3.9.3.F (MF-M/Minimum Setbacks) of the City's Land Development Code (LDC) Allowing for a Reduction of the Required 7' Side Setback by 4' Resulting in a 3' Side Setback for an Existing Deck Attached to the Residence. Zoning: MF-M (MH) (Multi-Family/Medium Density). Property owner: Karen Dille. Applicant: Northland Exploration Surveys Inc. Location: APN:113-14-068, 238 Meany Street.

Prior to starting this item there was discussion about a potential perceived conflict of interest with Vice Chair Haubrich and Habitat for Humanity who was present and representing V26-006. Vice Chair Haubrich recused herself from the item and left the meeting.

Community Planner Tammy Dewitt gave a presentation and informed the board that the request before them was for Variance to Article 3, Section 3.9.3.F (MF-M/Minimum Setbacks) of the City's land Development Code (LDC) to allow for a reduction of the required 7' side setback by 4' resulting in a 3' side setback for a deck attached to the residence.

Ms. Dewitt stated that the property was zoned Multi-Family Medium Density (MF-M) and original construction was finalized in December 2020. She added that behind the property, there is an open space easement which was platted and the initial site plan that was approved confirmed a concrete patio on the back that encroached the open space easement. During the construction phase, a side deck was built on site. Due to the pandemic, no revised site plans were found, however a certification of occupancy issued in December of 2020 showed a 60sf deck. Staff reviewed the project against all variance review criteria of LDC Section 9.13.

Member Hutchinson asked if the city made an error and how it can be assured that it will not occur again.

Ms. Dewitt confirmed and emphasized that staff consistently operate with the highest level of diligence to prevent oversight. She added that the department remains dedicated to resolving the current matter and ensures future consistency.

Member Hokeness asked if the property owner of Lot #4 had been contacted or had concerns with the proposed modifications to resolve the encroachment issue.

Ms. Dewitt stated that staff have been working with both property owners, and adjacent owner of Lot-4 will need to sign off the documents agreeing to property line reconfiguration.

Habitat for Humanity Representative Debbie Julie confirmed that the second property owner took title July 2025. Upon title ownership, the owner signed documentation agreeing to lot modifications and signed documents confirming their formal consent to the proposed modifications to remedy the setback issue and will sign the plat when needed. In addition, to remedy the encroachment, an exchange surrendering to the western boundary, the property owner will acquire lot line from the eastern boundary which will take motion in the future, currently the only matter is to solve the subject's property. However, moving forward, this boundary adjustment ensures the remaining parcel designated to Lot #3R will maintain the minimum lot size required for the specific zoning district.

Member Meads asked if there were any implications that the county has an interest in or will there be any conflict between county and the city.

Ms. Dewitt confirmed this matter is not in county's jurisdiction.

MOTION BY MEMBER HOKENESS TO APPROVE V26-006; SECONDED BY MEMBER DAVIS: PASSED (6-0). VICE CHAIR HAUBRICH RECUSED

4. STAFF UPDATES

Ms. DeWitt informed the board members that there may be an application for the June Board of Adjustments Meeting and staff will follow up at a later date once confirmed.

5. ADJOURNMENT

Chair Teeters adjourned the meeting at 9:17 a.m.

Anthony Teeters, Chair

Karen Compean, Board Secretary



TO: MAYOR AND CITY COUNCIL
AGENDA: June 18 Board of Adjustments
DATE: June 18, 2026
DEPT: Community Development
ITEM #: 3.B
SUBJECT:

V26-007: Variance to Article 6, Section 6.4.4.B (Fence and Wall Location and Height) of the City's Land Development Code (LDC) Allowing for an Increase of the Maximum Allowed Fence Height from 6ft to 7ft within the Required Side & Rear Yard Setback for Trinity Christian School within a SPC (Specially Planned Community) Zoning District. Property Owner: 1212 Warrior Way LLC. Location: APNs 102-20-001H, 102-19-001A, & 102-20-001E, 1212 Warrior Way.

ITEM SUMMARY

This item is for review of V26-007. The applicant is requesting a Variance to allow for an increase of the maximum allowed fence height of the required side and rear yard setback from 6ft to 7ft for construction of a new wrought iron fence. Per both the Deep Well Ranch Master Plan and the City of Prescott Land Development Code (LDC) fences within the required setback greater than 6ft requires a variance.

BACKGROUND

The proposed project is located within the Deep Well Ranch Master Plan area and is within a Specially Planned Community (SPC) zoning district with a Land Use Group (LUG) designation of Civic Space which does allow for the use of a school. Per the Deep Well Ranch Master Plan the setbacks are Front - 2ft; Rear - 0ft; and Sides - 10ft with a maximum allowed structure height of 50ft. Per the City of Prescott's Land Development Code (LDC) Section 6.4.4.B fences and walls can not exceed 6ft within the required setbacks, which requires a variance approval for the proposed fence height of 7ft within the setbacks.

Per the site plan, the fence is largely in compliance with both the Deep Well Ranch Master Plan setbacks and the City of Prescott's Land Development Code. However, the fence will encroach into the side yard setback to the northern property boundary along the emergency egress easement and roadway, and it will encroach into the rear yard setback south-west of the future sports field. If the fence were located outside the required side and rear yard setbacks, this proposal would not require a variance. However, since the proposed fence encroaches into the required rear and side yard setbacks, a variance is required to allow for a 7ft fence in these areas.

Additionally, there is an existing 7ft wrought iron fence approved on the original building plans, which was approved as the fence was not located within the required property setbacks. The addition of the proposed 7ft wrought iron fence is located within the rear and side setbacks and a variance is required for the additional fencing.

STAFF ANALYSIS AND RECOMMENDATION:

The staff analysis and recommendation is based on a review of the request's consistency with the 2015 General Plan, and consistency with neighborhood characteristics, as well as the Variance requirements of LDC Section 9.13.4.

COMPATIBILITY WITH THE NEIGHBORHOOD:

In review, Staff does note that no similar variances have been applied for or approved in the surrounding neighborhood.

VARIANCE REQUIREMENTS:

Variances may be granted only if, because of special and unusual circumstances applicable to the property, including its size, shape, topography, location, or surroundings, the strict application of the zoning code will deprive such property of privileges enjoyed by other properties in the district. Such Variance shall not constitute a grant of special privileges inconsistent with other properties in the vicinity or be detrimental to the public health, safety or welfare, or materially injurious to properties or improvements in the vicinity.

COMPLIANCE WITH REQUIRED VARIANCE CRITERIA:

1. **Extraordinary Conditions (LDC Section 9.13.4.A.1).** There are extraordinary conditions affecting the land involved such that strict application of the provisions of this Code will deprive the applicant of the reasonable use of his land. For example, a Variance may be justified because of topography, or size, shape, intrusive off-site impacts, or other special conditions unique to the property and development involved.

Staff Comments: It is generally recommended that perimeter fences are 6–8 ft for schools to increase student safety. This project is located within a Specially Planned Community for Deep Well Ranch, where there is a large amount of ongoing construction for adjacent residences and subdivision within Deep Well Ranch. A 7ft fence would provide students with an extra level of safety from the surrounding developments and traffic from ingress/egress and roadway easements that run through this property.

2. **Substantial Detriment (LDC Section 9.13.4.A.2).** Granting the Variance will not be detrimental to the public health, safety, or welfare, or injurious to other property in the area, or to the City in administering this Code.

Staff Comments: The school has an existing 7ft fence located outside the required setbacks. Granting of the variance will allow consistency with the existing fence conditions while adding safety and separation from adjacent residential neighborhoods and roadways.

3. **Special Privileges (LDC Section 9.13.4.A.3).** Granting of a Variance shall be subject to such conditions as will assure that the adjustment authorized shall not constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity and zone in which such property is located.

Staff Comments: The fence height increase does not grant the applicant special consideration since there are no other schools nearby. As such, no special privilege would be conferred on the applicant by the granting of this request.

4. **Self-induced Hardship (LDC Section 9.13.4.A.4).** The hardship is not the result of the applicant's own actions.

Staff Comments: The applicant states that the hardship would be a loss of use of a significant portion of the school's property if the fence cannot be 7ft within the rear and side yard setbacks.

5. **General Plan (LDC Section 9.13.4.A.5).** It will be in substantial compliance with the General Plan or other relevant area plans or neighborhood plans.

Staff Comments: The proposed Variance is located within the Deep Well Ranch Master Plan Area and is in compliance with the General Plan.

6. **Utilization.** Because of special circumstances applicable to the property, the strict application of the zoning ordinance will deprive such property of privileges enjoyed by other property of the same classification in the same zoning district.

Staff Comments: The property is surrounded by roads and the installation of a 7ft perimeter fence would increase safety for all students and neighboring residential property owners.

NEIGHBORHOOD COMMENTS:

Staff has not received any comments from the public.

FINANCIAL IMPACT

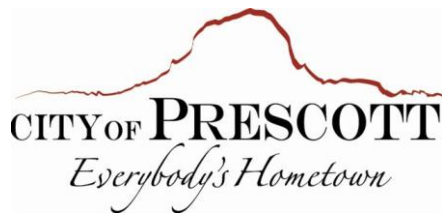
There is no fiscal impact associated with this item.

RECOMMENDED ACTION

MOVE to approve or deny V26-007 per the site plan provided

ATTACHMENTS

1. V26-007 - VARIANCE QUESTIONNAIRE
2. V26-007 - SITE PLAN
3. V26-007 - FENCE DETAILS
4. V26-007 - PRESENTATION



CITY OF PRESCOTT

VARIANCE SUBMITTAL CHECKLIST

No application will be accepted unless it is complete including, but not limited to, the following:

- An electronic file of the Site Plan. Building Elevations are encouraged to be submitted with the site plan, if applicable.
- Completed Variance Questionnaire. (Page 2 and 3 of this document)
- Filing & Postage* Fee (Invoice to be paid will be sent to applicant after application is submitted).

*Postage Mailing Fee. The Community Development Department will notify adjacent property owners of this application within 300 feet of the subject property (or a greater distance if deemed necessary by the Community Development Director). The applicant will be billed and required to pay the postage-mailing fee prior to the scheduled Public Hearing.

NOTE: A DETERMINATION OF “APPLICATION COMPLETENESS” BY THE STAFF PLANNER AND A RECEIPT FOR THE FILING FEE WILL BE SENT TO THE APPLICANT WITHIN FIFTEEN (15) DAYS OF SUBMITTAL OF THE APPLICATION.

VARIANCE QUESTIONNAIRE

All questions must be answered prior to acceptance of the application.

1. Describe the special or unique conditions and circumstances which are peculiar to the land (e.g. large trees, rocks, outcrops, washes, steep topography, etc), structure or building, which are not applicable to other lands, structures or buildings in the same zoning district in other locations.

This school site is surrounded by roads and single-family residential homes. Protecting students and providing a separation from the neighborhood is the main concern. All fencing on site is currently 7' tall and this variance would create consistency by allowing 7' high fencing in the setback.

We would expect any other similar uses in the same zoning to request the same variance.

2. Indicate how the literal interpretation of the provisions of the Zoning Ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of the Zoning Ordinance. If citing other properties, their addresses must be given.

This variance request doesn't deprive the applicant of rights commonly enjoyed by other properties, rather it acknowledges the disparity in activities between the adjacent surface streets and neighboring homes and the school property. This disparity is not taken into account as we are currently utilizing 7' high fencing across the property within the setbacks and only are asking to move the 7' fence line to the edge of the property in order to utilize the entire site.

3. Describe how the alleged hardships caused by the literal interpretation of the provisions of the Zoning Ordinance include more than personal inconvenience and financial hardship, which do not result from the actions of the applicant(s).

Fencing at 7' high is proven to provide better protection of the students on the school site and to help decrease balls, etc from exiting the site onto the adjacent street. If the fence is required to move to the setback line the hardship is a loss of use of a significant portion of the school's property.

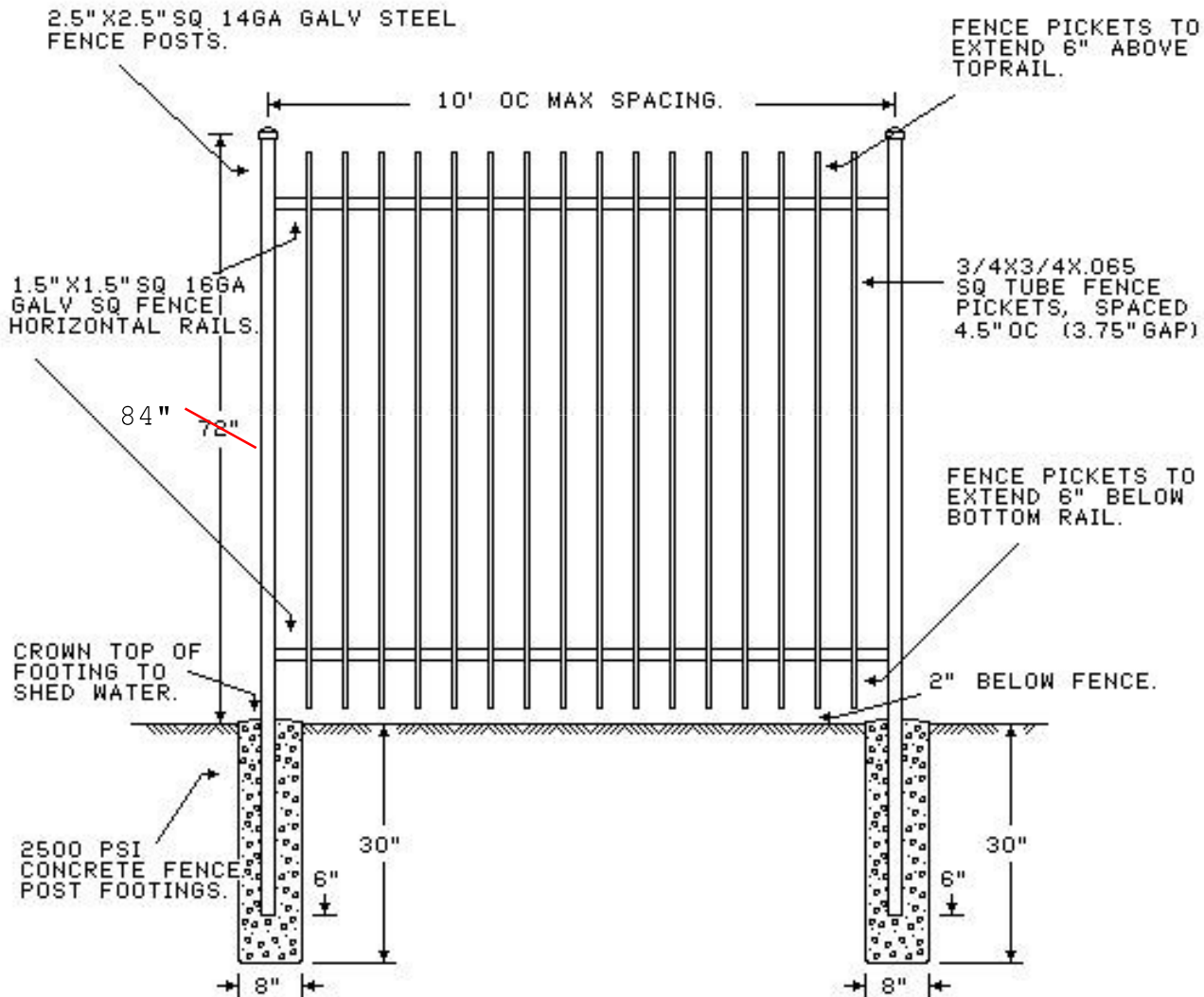
4. Indicate why granting the requested variance will not confer upon the applicant any special privilege that is denied by the Land Development Code to other owning lands, structures or buildings in the same district.

There is no 'special privilege' being granted and any property in this district can request the same variance. No schools exist within miles of this property and, being located within a residential zoning district it would make sense to provide adequate separation.

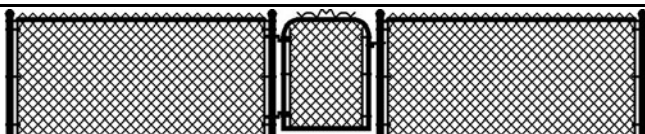
5. Indicate why granting the variance will not interfere with or injure the rights of other properties in the same district.

Granting this variance will have no impact on other properties and will not interfere with or injure the rights of other properties in this district. There will be a 7' high fence, the only change will be its location.

WROUGHT IRON SECURITY FENCING. TYP ELEVATION.



FENCE COMPONENTS WILL BE SHOP POWDER COATED. COLOR TO BE SELECTED BY OWNER.



TRINITY CHRISTIAN SCHOOL
SUN STATE BUILDERS

DRAWN BY: 11/06/14

SCALE:

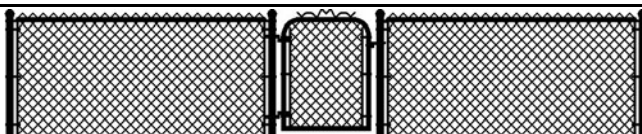
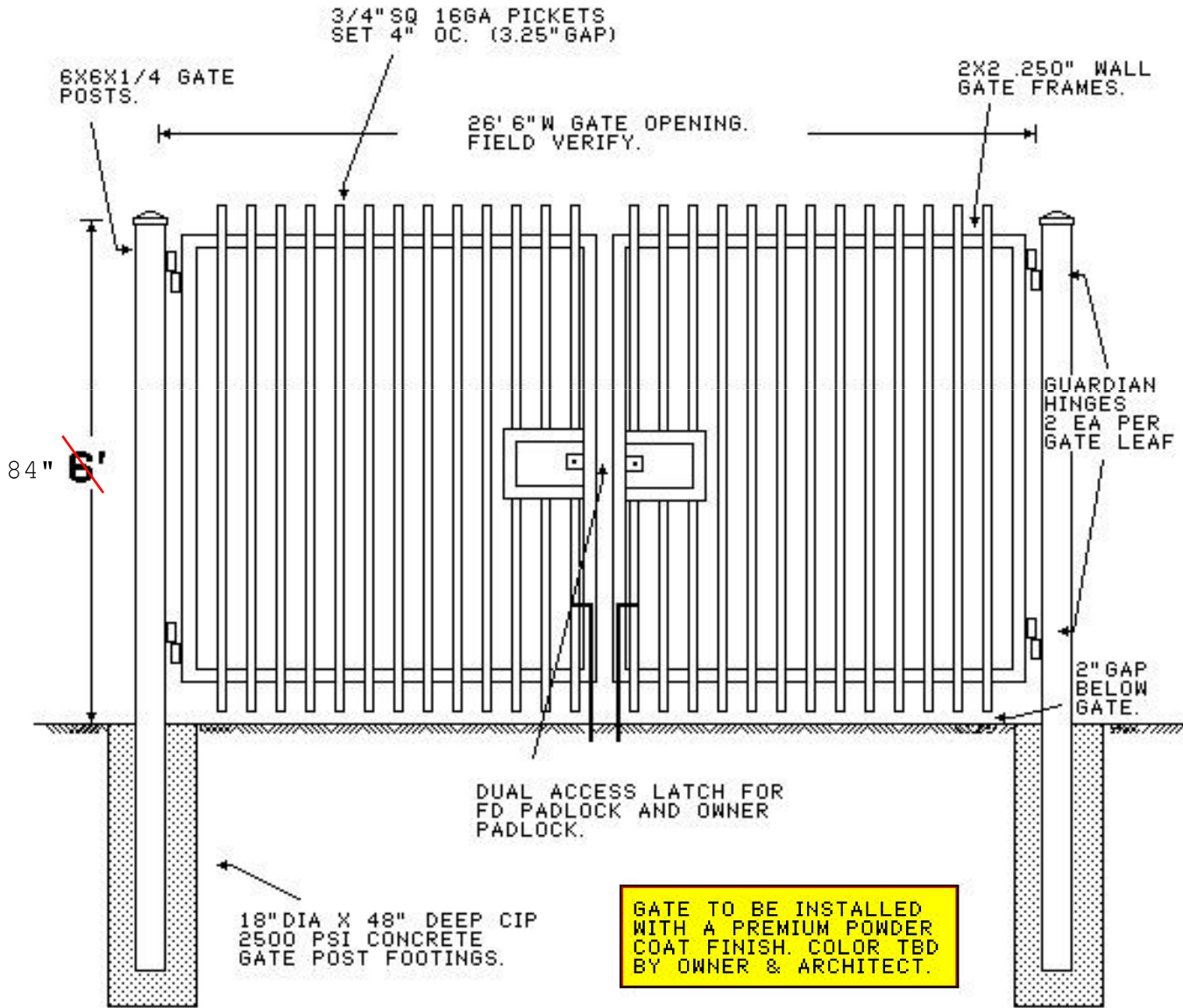
PAGE:

REVISED: 06/17/20

FILE: 6' HT MO

1 of 1

WROUGHT IRON FIRELANE DUAL LEAF SWING GATE.



TRINITY CHRISTIAN SCHOOL
SUN STATE BUILDERS

DRAWN BY: 06/06/12

SCALE:

PAGE:

REVISED: 01/11/21

FILE: 6' MODER

1 of 1



V26-007 1212 WARRIOR WAY

JACOB LUND-COMMUNITY PLANNER

June 18, 2026
Board of Adjustment

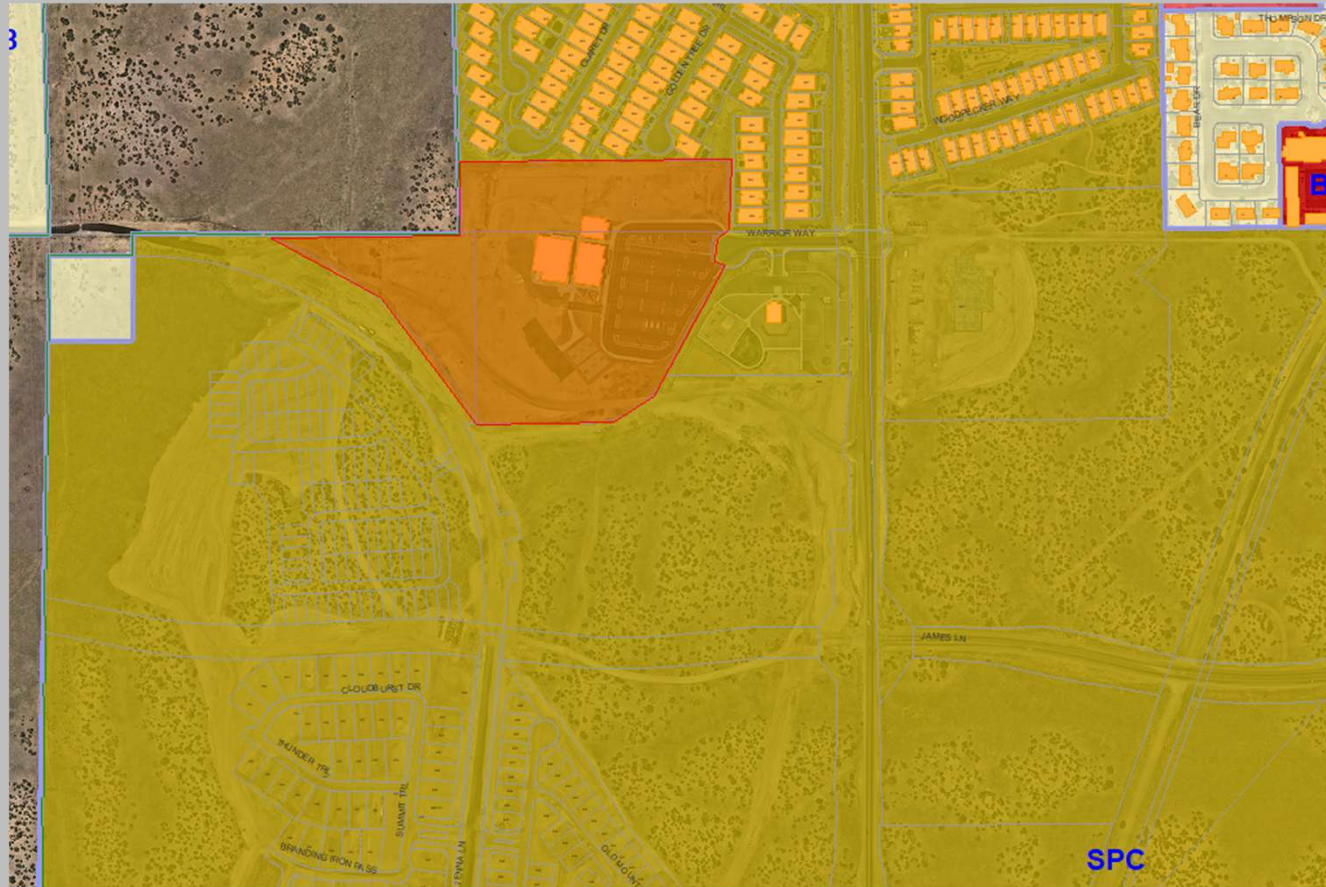


REQUEST

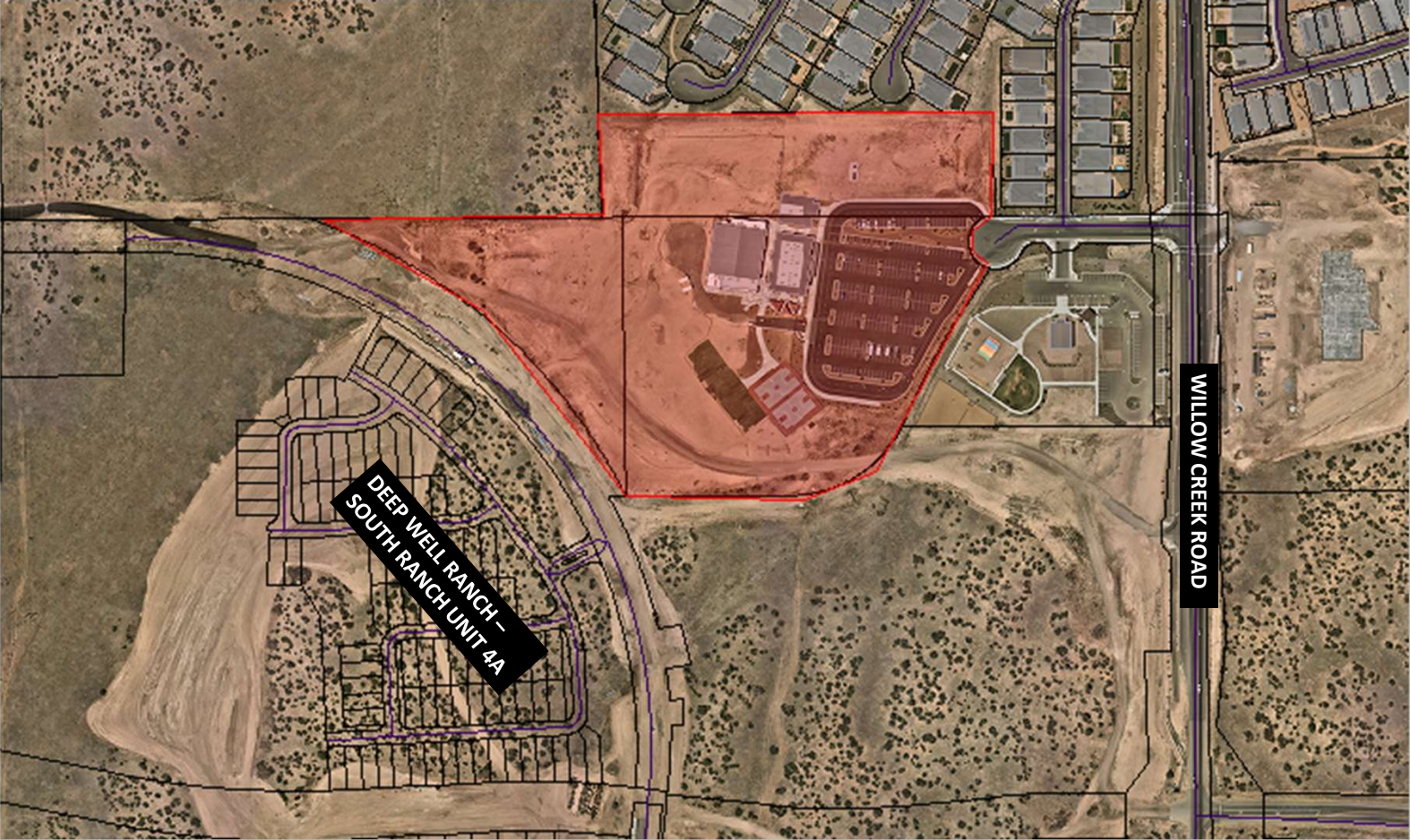
Variance to Article 6, Section 6.4.4.B (Fence and Wall Location and Height) of the City's Land Development Code (LDC) to allow for an increase of the maximum allowed fence height from 6ft to 7ft within the required side & rear yard setback for Trinity Christian School.



ZONING MAP



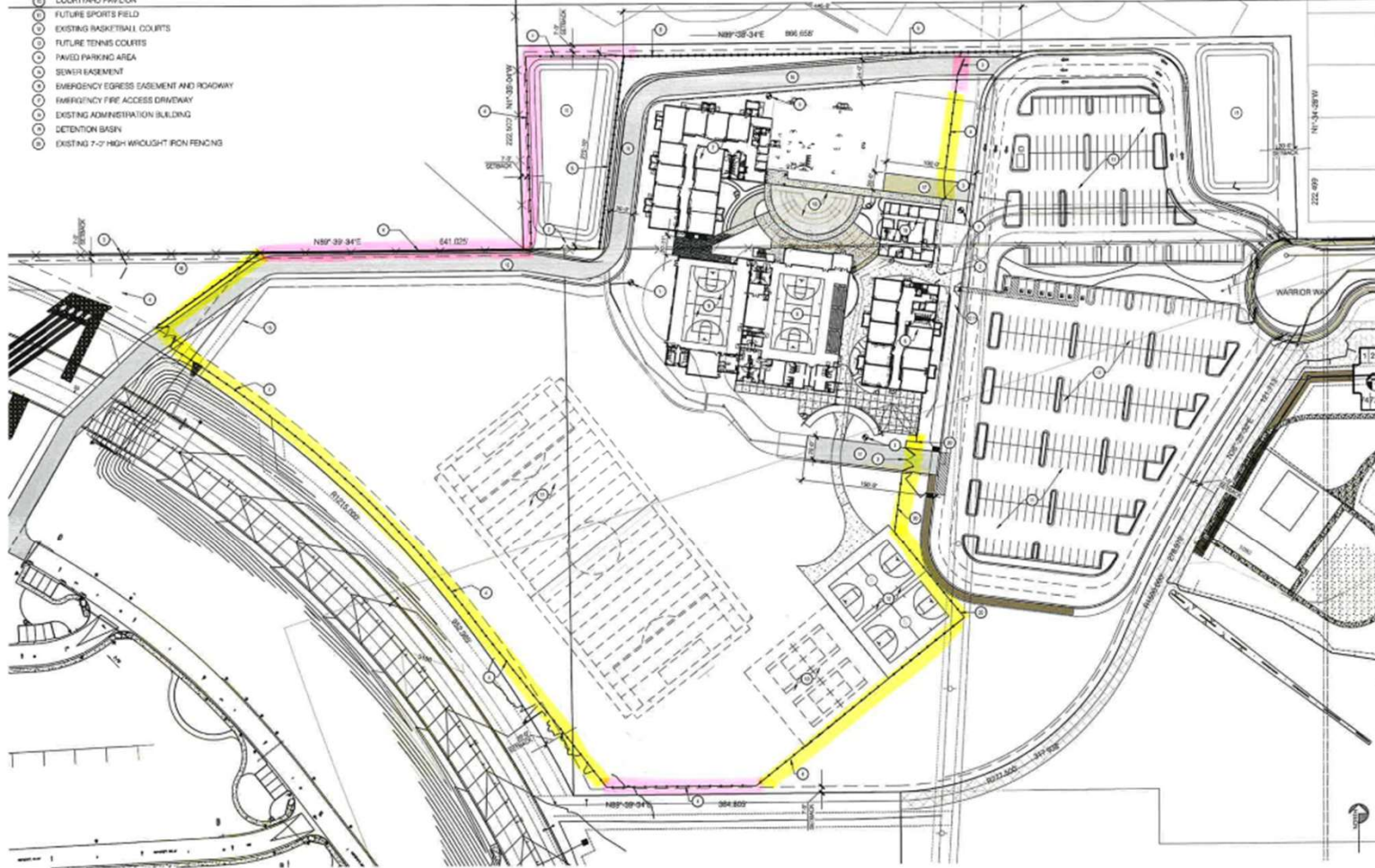
AERIAL IMAGERY MAP



SITE PLAN

- FIRE HYDRANT
- SWINGING GATE
- SWINGING GATE WITH KNOX BOX ACCESS
- NEW WROUGHT IRON FENCING - 7'-0" HIGH
- MASONRY SITE SCREEN WALL
- EXISTING TWO-STORY CLASSROOM BUILDING
- PROPOSED NEW TWO STORY CLASSROOM BUILDING
- EXISTING GYMNASIUM
- PROPOSED GYMNASIUM ADDITION
- COURTYARD PAVILION
- FUTURE SPORTS FIELD
- EXISTING BASKETBALL COURTS
- FUTURE TENNIS COURTS
- PAVED PARKING AREA
- SEWER EASEMENT
- EMERGENCY EGRESS EASEMENT AND ROADWAY
- EMERGENCY FIRE ACCESS DRIVEWAY
- EXISTING ADMINISTRATION BUILDING
- DETENTION BASIN
- EXISTING 7'-0" HIGH WROUGHT IRON FENCING

YELLOW = FENCE IN COMPLIANCE
 PINK = FENCE ENCROACHES SETBACKS



MICHAEL TAYLOR
 ARCHITECTS, INC.



TRINITY
 CHRISTIAN SCHOOL
K-8 CLASSROOM BUILDING

PROJECT NO. 15-001
 DATE: 08/08/16

FENCE VARIANCE
AS101

PICTURES OF SITE



FRONT OF PROPERTY



PICTURES OF SITE



**Variance
Review Criteria
LDC Section
9.13**

- Extraordinary
Conditions
- Substantial Detriment
- Special Privileges
- Self-Induced hardship
- General Plan
- Utilization



STAFF ANALYSIS

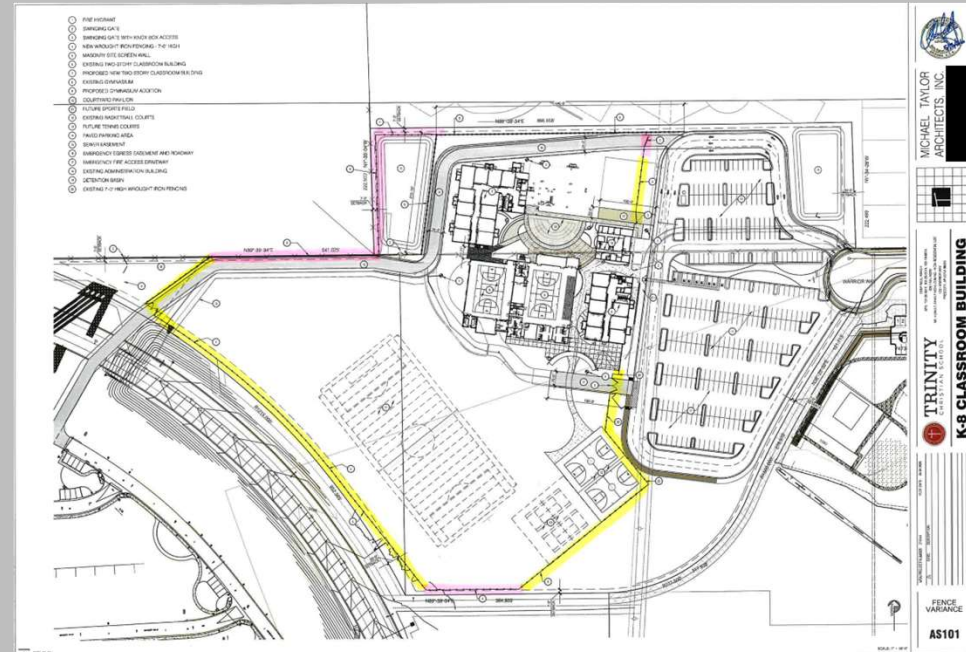
- Weighed against six review criteria per the LDC.
- Researched records and was unable to find other adjacent properties that had Variances approved for an increase for fence height.



Recommended Action

MOVE to approve or deny V26-007 per site plan provided.

Questions & Comments?





TO: MAYOR AND CITY COUNCIL
AGENDA: June 18 Board of Adjustments
DATE: June 18, 2026
DEPT: Community Development
ITEM #: 3.C
SUBJECT: **CUP26-002:** Conditional Use Permit to Allow an Ambulance Service (Ground and Air with Helicopter Landing Pad) to Service Exceptional Healthcare Adjacent to State Route 69 in a BR (Business Regional) Zoning District. Location: APN 103-15-160A Encompassing Approximately 9.2 Acres, 4822 E State Route 69. Property Owner: Exceptional Healthcare. Applicant: BMH As-Built USA.

ITEM SUMMARY

This item is for review of CUP26-002. The Conditional Use Permit request seeks a CUP to allow an ambulance service (ground and air with helicopter landing pad) to service Exceptional Healthcare adjacent to State Route 69. The helistop is located on the north side of the hospital, setback from State Route 69.

BACKGROUND

Conditional Use Permits are required for certain uses that may have impacts on other surrounding uses. The CUP allows the Board of Adjustment to apply conditions to mitigate any such impacts. Such impacts are often associated with lighting and noise generation. In the case of hospital associated ambulance services (including air ambulance), the frequency of expected use is an issue to be examined in determining conditions.

On November 21, 2024, a CUP was approved by the Board of Adjustment with the following three conditions:

1. Screening 6-foot masonry wall to be placed on the north and west property line.
2. Additional landscaping, beyond approved landscaping, along frontage (SR69) adjacent to the helistop and per the rendering provided by the applicant at the meeting.
3. The above conditions are to be completed prior to the final of the Building Permit for the helistop and initiation of use.

The Community Development Department received several complaints regarding the use of the helistop prior to the conditions of the CUP being met. Per the Land Development Code section 9.3.7.C the Board of Adjustment may revoke a CUP in the event of a subsequent failure by the property owner to comply with an ongoing condition of approval. Due to non-compliance with the required conditions, the Board of Adjustment revoked the CUP on June 19, 2025.

On April 6, 2026 the applicant received building permit approval for the construction of the 6-foot masonry wall and landscaping. The applicant still needs to receive building permit approval for the

helistop itself. Following the approval of the CUP, the applicant will need to submit a building permit for the review and approval of the helistop.

PROPOSED USE:

The proposed ambulance service with helistop for air transport of patients from Exceptional Healthcare to other hospitals and trauma centers. No aircraft will be based onsite. The anticipated frequency of flight, based on other facilities, is one helicopter transfer per day. This could certainly vary as needs arise.

Mitigation required by the Board is most often applied in the form of limited hours of operation or enhanced landscaping. In this case, limiting the hours of operation is not viable and, given the proposed location of the helistop, enhanced landscaping may not produce any additional mitigation.

CONDITIONAL USE REVIEW CRITERIA:

Conditional Uses require special consideration regarding the effect on surrounding properties and the use in relation to the objectives of the ordinance. A Conditional Use Permit may be granted only when the Board of Adjustment finds the proposal meets the general criteria, as detailed in LDC Section 9.3.5/Conditional Use Review Criteria.

Section 9.3.5.A. Effect on Environment

“The location, size, design and operation characteristics of the proposed use shall not be detrimental to the health, welfare, and safety of the surrounding neighborhood or its occupants, nor be substantially or permanently injurious to neighboring property.”

The location of the helistop is adjacent to State Route 69 and lower than the Diamond Valley neighborhood to the west. The property will be landscaped along State Route 69 to help screen the location of the helistop.

Section 9.3.5.B. Compatible with Surrounding Area

“The proposed site plan, circulation plan, and schematic architectural designs shall be harmonious with the character of the surrounding area with respect to landscaping, scale, lot coverage, and the like.”

The location of the helistop and the low anticipated frequency of use may have limited impact to the surrounding residential areas.

Section 9.3.5.C. External Impacts Minimized

“The proposed use shall not have negative impacts on existing uses in the area and in the City through the creation of noise, glare, fumes, dust, smoke, vibration, fire hazard, or other injurious or noxious impact. The applicant shall provide adequate mitigation response to these impacts.”

The placement of the use away from the nearby neighborhood, landscaped and the infrequent use of the helistop significantly reduces external impacts.

Section 9.3.5.D. Infrastructure Impacts Minimized

“The proposed use shall not have negative impacts on existing uses in the area and in the City through impacts on public infrastructure such as roads, parking facilities and water and sewer

systems, and on public services such as police and fire protection and solid waste collection, and the ability of existing infrastructure and services to provide services adequately.”

The property has been developed with the hospital and the infrastructure has been developed. This use will not impact infrastructure.

Section 9.3.5.E. Consistent with General Plan and Code

“The proposed use will be consistent with the purposes of this Code, the General Plan, Area Plans, and any other statutes, ordinances or policies that may be applicable, and will support rather than interfere with the uses permitted outright in the zone in which it is located. If the use is permitted outright in another zone, there must be substantial reason for locating the use in an area where it is only conditionally allowed.”

The proposed Conditional Use Permit is in conformance with the purposes of the LDC and General Plan, and all relevant policies and plans.

Section 9.3.5.F. Parcel Size

“The proposed use may be required to have additional land area, in excess of the minimum lot area otherwise required by the underlying zoning district, as necessary to ensure adequate mitigation of impacts on surrounding land uses and the affected zoning district.”

This proposed use will not have impacts requiring additional land area.

Section 9.3.5.G. Site Plan

“The proposed use shall comply with the procedures and requirements of Sec. 9.8, Site Plan Review.”

The proposed use is required to meet all applicable code requirements. Staff has reached out to ADOT (Arizona Department of Transportation) for any additional requirements due to its proximity to the highway, and they had no concerns or issues with the continued use of the helistop.

Section 9.3.6. Additional Conditions

“The Board of Adjustment may impose additional reasonable conditions to carry out the spirit and intent of this Code and to mitigate adverse effects of the proposed use.”

The following conditions are recommended, and the applicant has received a building permit for the proposed wall and landscaping:

1. The applicant shall install a 6-foot solid screening wall along the north and west property line as approved under Building Permit B2503-018;
2. The applicant shall install additional landscaping along State Route 69 frontage adjacent to the helistop per the rendering provided by applicant under Building Permit No. B2503-018;
3. The applicant shall submit for a new building permit and receive building permit approval for the helistop; and
4. The applicant shall complete the installation of the above three conditions and complete their final inspection on or before July 31st, 2026. If the conditions are not met, the Community

Development Director will issue notice per LDC 9.3.7.C that the CUP will be considered for revocation during the August 20th, 2026 Board of Adjustment meeting.

Section 9.3.7.C. Expiration/Revocation of Approval

“The Board of Adjustment may revoke a Conditional Use Permit in the event of a subsequent failure by the property owner or person in possession to comply with an ongoing condition of approval. Such revocation shall not occur without written notice to the property owner, at least 20 calendar days prior, advising of the revocation consideration and an opportunity to appear before the Board. Revocation procedures shall be subject to the Public Notice requirements set forth in Sec 9.1.8.A.”

Section 9.3.8. Appeal

“An appeal from any final decision regarding a Conditional Use Permit shall be in accordance with Sec. 9.18, Appeal of Council or Board of Adjustment Decisions.”

Appeals must be filed within 30 days of the Board of Adjustment decision.

HISTORIC PRESERVATION:

The site is not located within a Prescott Preservation or National Register district.

STAFF RECOMMENDATION:

Staff recommends approval of the Conditional Use Permit for the ambulance service with the following conditions:

1. The applicant shall install a 6-foot solid screening wall along the north and west property line as approved under Building Permit B2503-018;
2. The applicant shall install additional landscaping along State Route 69 frontage adjacent to the helistop per the rendering provided by applicant under Building Permit No. B2503-018;
3. The applicant shall submit a new building permit and receive building permit approval for the helistop; and
4. The applicant shall complete the installation of the above three conditions and complete their final inspection on or before July 31st, 2026. If the conditions are not met, the Community Development Director will issue notice per LDC 9.3.7.C that the CUP will be considered for revocation during the August 20th, 2026 Board of Adjustment meeting.

NEIGHBORHOOD COMMENTS:

Staff has sent notices to all property owners within 1000 feet from the property boundary and posted the property. At the time of this writing, staff has received 3 letters of support, 2 letters of opposition, and 1 letter of concern regarding this Conditional Use Permit request.

FINANCIAL IMPACT

There is no fiscal impact associated with this item.

RECOMMENDED ACTION

MOVE to approve or deny CUP26-002 per the site plan and with the following conditions:

1) Applicant shall install a 6-foot solid screening wall along the north and west property line as approved under Building Permit B2503-018; 2) Applicant shall install additional landscaping along State Route 69 frontage adjacent to the helistop per the rendering provided by applicant under Building Permit No. B2503-018; 3) Applicant shall submit for a new building permit and receive building permit approval for the helistop; and 4) Applicant shall complete installation of the above three conditions and complete their final inspection on or before July 31, 2026. If the conditions are not met, the Community Development Director will issue notice per LDC 9.3.7.C that the CUP will be considered for revocation during the August 20, 2026 Board of Adjustment meeting.

ATTACHMENTS

1. NARRATIVE
2. Letter of concern
3. Letter of Support
4. Letter of Support 2
5. Letter of Support 3
6. Letter of Opposition
7. Letter of Opposition 2
8. CUP26-002 Presentation



April 1, 2026

City of Prescott
Planning and Zoning
201 N Montezuma Street,
Prescott, AZ 86301

RE: Conditional Use Permit Narrative

Exceptional Healthcare is proposing a hospital heliport, a private use facility that consists of a landing surface with no fueling, defueling, maintenance, repairs, or structures providing storage of a helicopter. Flatwork, markings, lighting, fencing, and a wind cone have been provided per FAA Advisory Circular **AC150/5390-2d** Heliport design. Anticipated impact on the surrounding area to be minimal, historical data from Exceptional Healthcare's other facilities provide for one helicopter transfer per week. Due to the nature of a hospital, hours of operation for the heliport will be 24 hours a day, 365 days a year, when the necessity of transport arises. The heliport will be accessible by the hospital staff only, and sited so as not to cause disruption to any ordinary hospital activities and travel by visitor or emergency vehicle. Exceptional Healthcare has contracted with a Precast Concrete Fence manufacturer to procure and install a visual and sound barrier on the North and West Property line. Additionally, landscape screening along highway 69 to provide a visual barrier between the road way and the helipad will be provided.

Robert Donaldson AIA
BMH AsBuilt USA



CUP26-002 Exceptional Healthcare

From Carol Sharp <[REDACTED]>

Date Sat 6/6/2026 7:40 AM

To Planning <planning@prescott-az.gov>

I want to let you know about my personal experience with Exceptional Hospital. On Sunday afternoon about 3:00pm 1/4/2026 I was feeling not good, confused and had my granddaughter drop me off at Exceptional Hospital because it was just down the road from our house. My tests showed very low sodium level and was told I needed to go directly to an ICU, which Exceptional doesn't have. I said I would go to Dignity/YRMC-W campus in Prescott or Dignity/YRMC-E campus in Prescott Valley. Both within about 5 miles or so from Exceptional. They said I needed to be transported by ambulance from their hospital or I would be AMA. Several hours later, I was told I would be taken by ambulance to St Joseph's Hospital on Thomas Rd, in Phoenix. I was taken by ambulance there and was admitted approx. 11:30 PM on 1/4/26. I was released the following Friday on 1/9/26. My concern is why did I not get to go to one of the 2 local hospitals that have ICU here in Prescott/Prescott Valley and had to go approximately 100 miles by ambulance to Phoenix? This seems like an unusual situation that should have warranted me staying close to an ICU in Prescott rather than the added expense and time to go by ambulance all the way to Phoenix. I do not understand this logic. Due to my low sodium level I was quite confused and removed from my family here in Prescott. I do not feel the transfer to Phoenix was warranted.

I filed this report to the Emergency Medical Treatment and Labor Act as a complaint

This went to Darlena Garner BSN, RN, Healthcare Compliance Officer, Bureau of Medical Facilities Licensing, AZ Dept. of Health Services in Tucson, AZ for investigation in early February 2026 and I have not heard anything. I have been checking with <https://azcarecheck.azdhs.gov>

I just wanted someone here in Prescott government to hear my complaint.

Thank you,

Carol Sharp

Carol

"Shoot for the moon. Even if you miss, you'll land among the stars"

Tammy DeWitt
Prescott Community Development

I am writing to address the helicopter landing pad at Exceptional Healthcare on State Route 69. I can only conclude the public hearing is from complaints coming from individuals who live near the Exceptional Hospital. My wife and I live in the Yavapai Hills community about a half mile from the hospital. From our home we can see and hear the helicopter landing and taking off. I admit our home is not directly under the flight path, however a few times the helicopter has flown very near our home as it circles to land. I understand that people living closer to the location will have louder helicopter noise than we hear from our home.

The reason I am writing is from personal experience that required a need for myself to be air lifted from one emergency room to another hospital. On January 18, 2017, while living in Murfreesboro, Tennessee I suffered a heart attack and had to be flown to West Nashville, Tennessee for open heart surgery. I believe in an ambulance the driving miles would be 35 to 40 miles, this was why the doctor ordered the medical air flight. Upon landing I was immediately scheduled the following morning for open heart surgery on January 19, 2017.

When doctors call for helicopter transport it usually means there is a life-threatening situation and someone needs emergency medical treatment. This could be a situation like I experienced or an even greater medical emergency requiring immediate surgery.

I believe the 2 or 3 minutes the sound coming from the helicopter while it is landing or taking off is not much of an inconvenience when someone's life may be in jeopardy. I do understand the noise is louder for those who live closer to the hospital and I can only hope they realize the emergency that is occurring.

Also, this is not an everyday occurrence or an all-day occurrence but as needed. I would like to also point out that emergency medical helicopters have been flying by our neighborhoods long before the hospital was built.

I do not know if any other person is in favor of the medical helicopter using the landing pad I just felt I should give my opinion about the need for emergency medical transport. I support having the helipad close to where I live if ever the need arrives requiring me to be air lifted in an emergency.

As the City of Prescott and surrounding areas grow in population along with the increases in traffic the area needs more emergency hospitals and quick medical transport to specialized hospitals in emergency situations.

Thank you for taking the time to read my thoughts regarding this matter.

Leslie Pool

[REDACTED]

Prescott, Az 86301

[REDACTED]

Audrey J. Payne

████████████████████
Prescott, AZ 86303

This letter is being sent in support of the approval of CUP26-002 under consideration on June 18, 2026.

I live across Route 69 from the hospital and sometimes see/hear the helicopters coming and going, picking up a critically ill person to transport them to Flagstaff or Phoenix. In winter, and overnight, I don't hear them. In fair weather, when doors/windows are open, I hear them getting close, and enjoy watching them land and take-off.

I don't have any documentation of the following, but have read about the problem and witness the special accommodations provided:

As a result of a special hearing granted to a Yavapai Hills resident, the helicopter is required to enter hospital airspace from north and/or east, hover above the helipad and turn the craft about 180 degrees in order to land. (When it first opened, the helicopters were using all directions for entry, but that changed after the special hearing. I hold my breath and pray every time I see these aerial calisthenics forced on these emergency providers. (in order to manipulate the landing process, I have seen them do practice landings and take-offs, I assume training new employees.)

The frequency of landings and take-offs are once or twice per week, on average, and I would gladly trade the highway noise for the helicopter noise.

I am in support of the hospital being allowed to continue providing this emergency service to residents of the area. I can only hope services like this one will be available when I need it.

Thank you.



CUP26-002

From Brian Moore [REDACTED]
Date Tue 6/9/2026 8:18 AM
To Planning <planning@prescott-az.gov>

I would like the Hospital to be good Neighbors and construct the block wall around the perimeter and abandon the PVC backflow preventer connected on the city waterline and Abandon the electric meters that were used during construction for someone to camp and hook up his trailer on site. I don't have a problem with helicopter pad and ambulance service if it will save lives but they need to be good neighbors and part of the community.

[Sent from Yahoo Mail for iPhone](#)



CUP26-002 - AGAINST HELICOPTER & AMBULANCE SERVICE ON ROBIN DR & HWY 69

From Pamela Boyer [redacted] >
Date Wed 6/10/2026 8:19 AM
To Planning <planning@prescott-az.gov>
Cc Pamela Boyer [redacted] >

Caution: The sender name (Pamela Boyer) is different from their email address [redacted], which may indicate an impersonation attempt. Verify the email's authenticity with the sender using your organization's trusted contact list before replying or taking further action.

Secured by Check Point

I would like to participate & submit question & comments.

The danger & ungodly noises at all hours of the night that have woken me up is unexceptable. A loud ambulance in a residential area is just as irresponsible.

Frankly, I'm surprised the COP have allowed this without a permit for so long.

Also the 100's of tumble weeds gets blown onto Hwy 69 & has almost caused huge pile ups on Hwy 69. My granddaughter filmed it one time.

Without responsible patrol of this organization as been demonstrated our peaceful existence in our homes will not exist.

I'm against the COP Conditional Use Permit for ER Healthcare running a helicopter & ambulance service on E. Robin Dr & Hwy 69.

Sincerely,

Pamela Boyer
[redacted]
Prescott, AZ. 86301
[redacted]

Craig Niece

████████████████████
Prescott, AZ 86301

June 9, 2026

via email

City of Prescott
Board of Adjustment

Members of the board,

The review and revocation of the conditional use permit for the operation of ambulance and helicopter services at Exceptional Healthcare is long overdue. The city's approval of the original CUP from 2024 required that Exceptional Healthcare meet two conditions: to build a 6' masonry wall as a screening barrier along the north and west property line and to plant additional landscaping at the project.

This was not done and the CUP was revisited by this board again, in 2025.

It still wasn't done. You are visiting it yet again another year later.

The questions must be asked, "Why is Exceptional Healthcare being given a pass on the regulations required by the city and just how long will the city allow this particular company to continue to thumb its nose at our neighborhood, community and city officials?"

I would like this answered at this public hearing.

But also, please ask the Exceptional Healthcare representatives to state openly "WHY" they have neglected to live-up to the promises they made to our community. Now that they've been given all they have asked for, why can't they do what so very little this CUP asks for in return?

Thank-you for your consideration of this issue.

CUP26-002

Ambulance Service

for Exceptional

Healthcare

TAMMY DEWITT

June 18th Board of
Adjustment



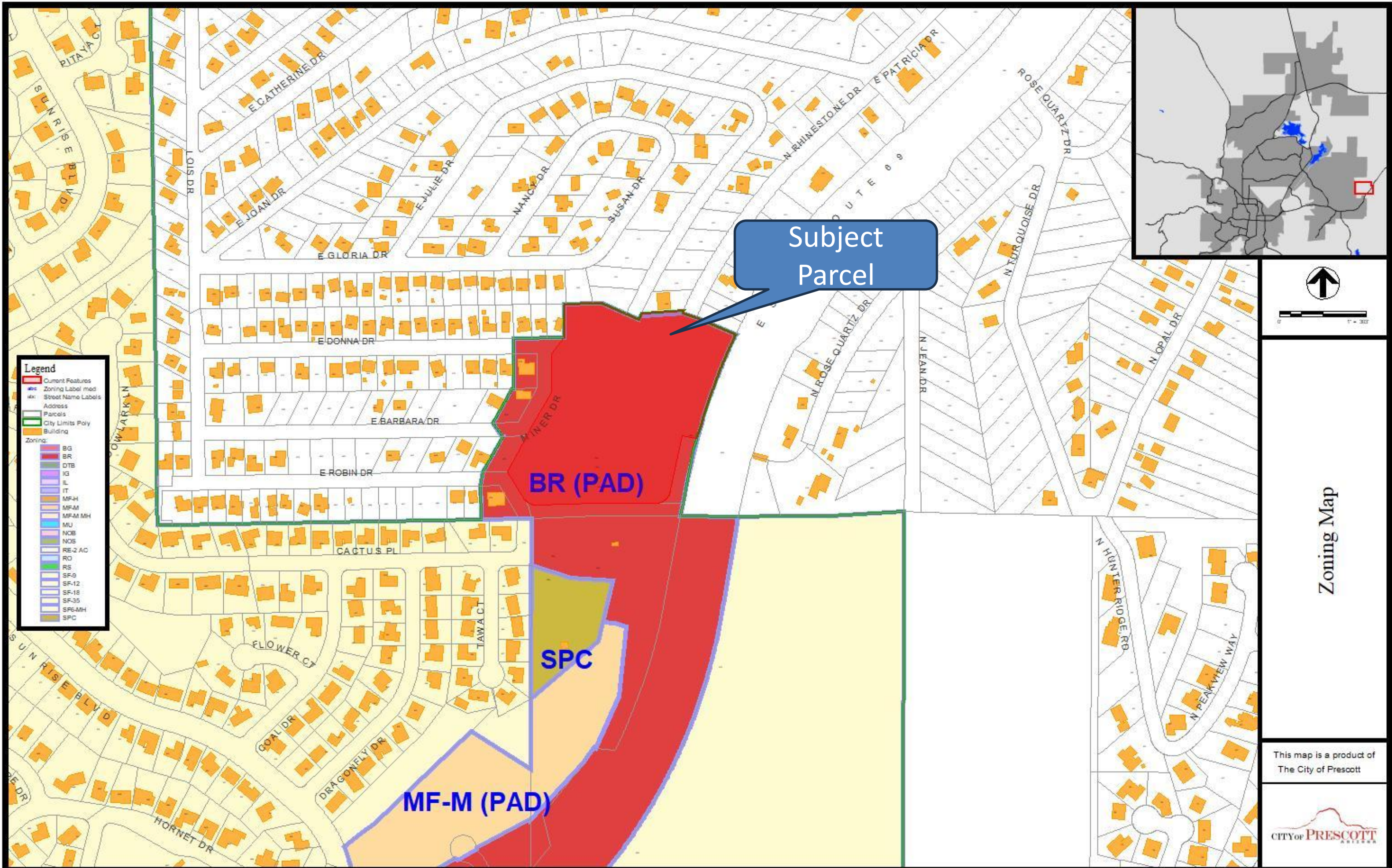
Request

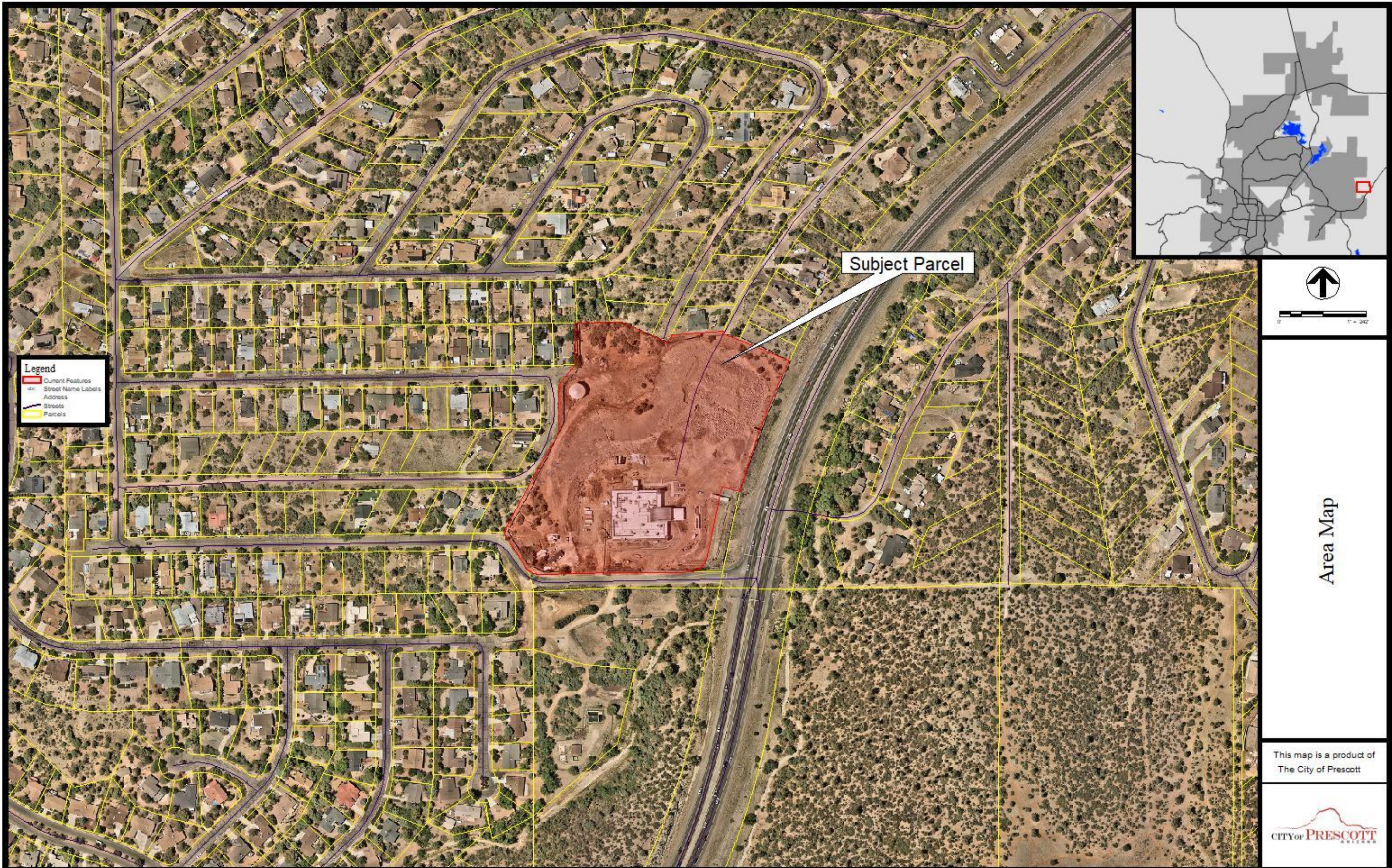
Conditional Use Permit to allow an ambulance service (ground and air with helicopter landing pad) to service Exceptional Healthcare adjacent to State Route 69 in a BR (Business Regional) zoning district. Property location is 4822 E State Route 69.



Background

- On November 21, 2024, a CUP was approved to allow a helicopter landing pad for use as a helistop with 3 conditions.
- On June 19, 2025, the Board of Adjustment approved the revocation of the CUP due to non-compliance with the 3 conditions.





Legend

- Current Features
- Street Name Labels
- Address
- Streets
- Parcels

Subject Parcel

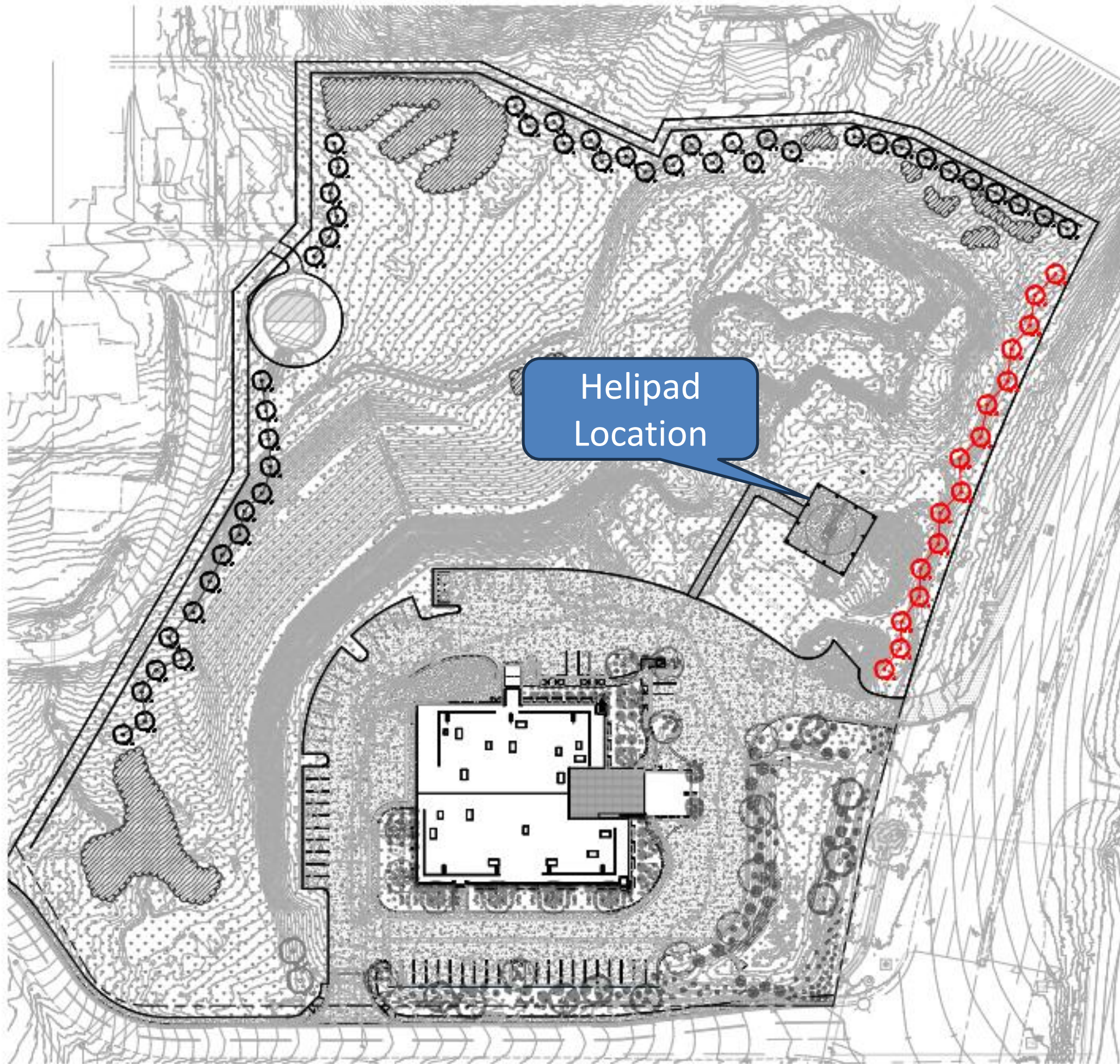


Area Map





This map is a product of
The City of Prescott

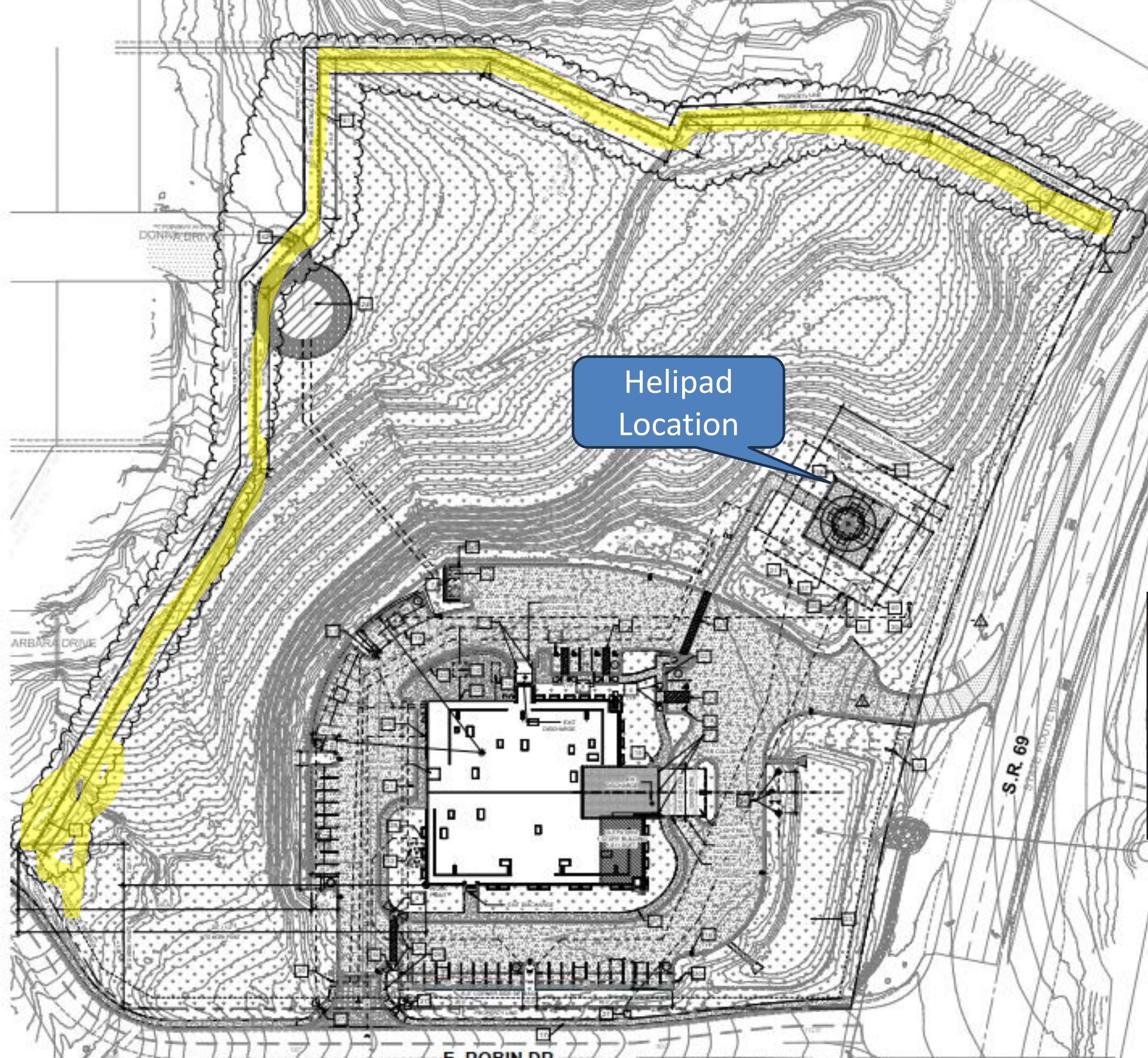






Proposed Landscaping Location along SR 69

-  LOCATION OF (16) ADDITIONAL EMORY OAK 24" BOX TREES TO BE PLANTED
-  LOCATION OF EXISTING LANDSCAPE PLANTED DURING BUILDING CONSTRUCTION
-  LOCATION OF EXISTING LANDSCAPE PLANTED BEFORE BUILDING CONSTRUCTION
-  LOCATION OF LANDSCAPE PLANTED PER REQUIREMENTS OF FINAL BUILDING CERTIFICATE OF OCCUPANCY



New Site Plan submitted by applicant for Solid Wall along north and west boundaries against residential properties





Access off of Robin Dr and view of west side of property.

View from Robin Dr. of the West/Rear of property where 6' block wall is required to be constructed per CUP approved Conditions



View of Helipad from parking area

View of west side of property from parking area and location of required 6' block wall per CUP approved conditions.



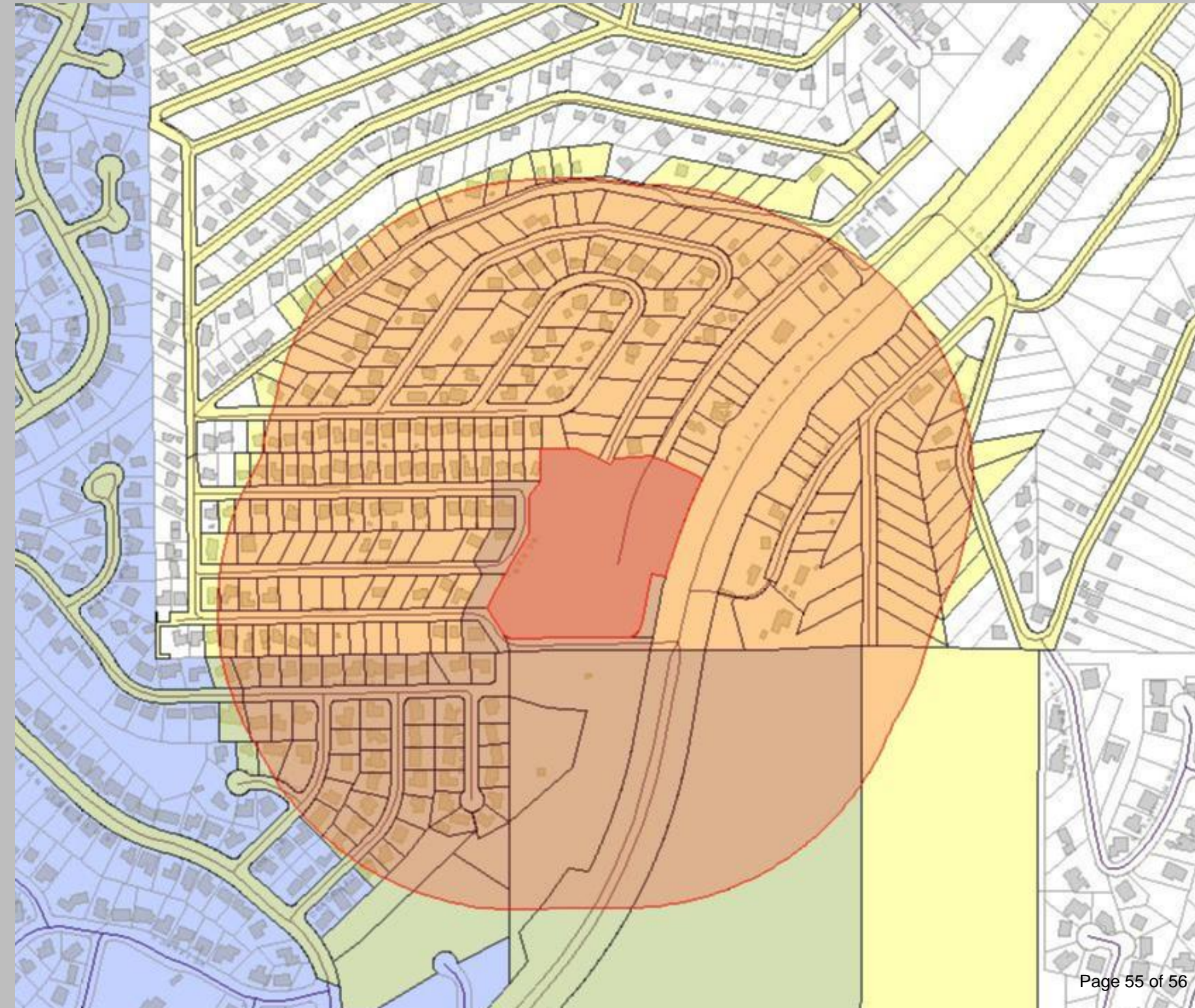
View of frontage and west side of property where additional landscaping and masonry wall is required per approved CUP conditions.

Conditional Use Permit Review Criteria

- Effect on Environment
- Compatibility with Surrounding Area
- External Impacts Minimized
- Infrastructure Impacts Minimized
- Consistent with General Plan and Code
- Parcel Size
- Site Plan

Neighborhood Outreach

Staff has sent mailings to the owners of record within 1000' of the property, posted the property, and published notices in the local paper.



Recommended Action



Move to Approve/Deny CUP26-002 for ambulance service (ground and air with helicopter landing pad) per the site plan and the following conditions:

1. The applicant shall install a 6-foot solid screening wall along the north and west property line as approved under Building Permit B2503-018;
2. The applicant shall install additional landscaping along State Route 69 frontage adjacent to the helistop per the rendering provided by applicant under Building Permit No. B2503-018;
3. The applicant shall submit for a new building permit and receive building permit approval for the helistop; and
4. The applicant shall complete the installation of the above three conditions and complete their final inspection on or before July 31st, 2026. If the conditions are not met, the Community Development Director will issue notice per LDC 9.3.7.C that the CUP will be considered for revocation during the August 20th, 2026 Board of Adjustment meeting.