

City of Prescott

Board of Adjustment



September 17, 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 **September 17, 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 August 20, 2026 Board of Adjustment Meeting Minutes.
Recommended Action: MOVE to approve minutes as presented
- B. **V26-010:** Variance to Article 3, Section 3.5.3.F (SF-12/Minimum Setbacks) of the City's Land Development Code (LDC) Allowing for a Reduction of the Required Side and Rear Yard Setbacks for the Construction of a New Garage Attached to an Existing Residence. Location: APN 105-08-141A, 1512 Eagle Mountain Drive. Property Owner: Knowles Edward J & Smyser Catherine Revocable Trust.
Recommended Action: MOVE to approve or deny V26-010 per the site plan provided
- C. **V26-011:** Variance to Article 6, Section 6.12.5.A.2 (Permanent On-Site Signs) of the City's Land Development Code (LDC) Allowing for an Increase to the Maximum Allowed Wall Mounted Signage for Theodore's Fine Foods. Location: APN113-16-019A, 239 N. Marina Street. Property Owner: LV Franklin LLC.
Recommended Action: MOVE to approve or deny V26-011 per the sign renderings provided
- D. **CUP26-002:** Review for Revocation of the Conditional Use Permit to Allow an Ambulance Service (Ground & Air with Helicopter Landing Pad) at the North Side of the Hospital Site Adjacent to State Route 69 in a BR (Business Regional) Zoning District. Location: APN 103-15-160A, 4822 E State Route 69 Encompassing 9.2 Acres. Property Owner: EHC Prescott LP.
Recommended Action: MOVE to amend or revoke CUP26-002

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 9/10/26 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: September 17 Board of Adjustment
DATE: September 17, 2026
DEPT: Community Development
ITEM #: 3.A
SUBJECT: Approval of August 20, 2026 Board of Adjustment Meeting Minutes.

ITEM SUMMARY

This item is for approval of the August 20, 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. August 20, 2026 BOA Minutes



City of Prescott Board of Adjustment

August 20, 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

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

3. DISCUSSION & ACTION ITEMS

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

MOTION BY MEMBER KIMERY TO APPROVE THE JUNE 18, 2026, MEETING MINUTES AS SUBMITTED; SECONDED BY VICE CHAIR HAUBRICH: PASSED (6-0).

- B. **V26-008:** 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 20' Front Setback by 8'-6" Resulting in a 11'-6" Front Setback & a Reduction of the Required 10' Corner Side Setback by 5'-7" Resulting in a 4'-5" Corner Side Setback for Construction of a New Covered Front Porch Attached to the Existing Residence. Zoning: MF-M (Multi-Family/Medium Density). Property Owner: Cooley Charlotte & Robert Revocable Living Trust. Applicant: ETC Contracting. Location: APN 113-09-024, 444 Lincoln Ave.

Community Planner Jacob Lund presented the request to rebuild and expand the proposed porch to approximately 6 feet by 28 feet. Mr. Lund also highlighted the existing residence predated the current requirement and is a legal, non-conforming structure. Furthermore, Mr. Lund explained the prior front porch was approximately 6 feet by 15 feet but was removed during a remodel after substantial termite damage was revealed. Given reference was noted that the porch would be approximately 11'-6" from Lincoln Avenue and 4'-5" from Madison Avenue. Mr. Lund also confirmed the proposed front porch would not encroach further into the front setbacks as initial porch was

structured. Moreover, the corner-side setback would remain similarly in line with the existing 4 1/2 – foot setback. Mr. Lund also confirmed there was a notation of several nearby properties mirroring comparable front porches with setbacks that are like the applicant's request.

Staff analyzed the variance under the six review criteria in LDC Section 9.13 and did not classify similar variance approvals for reductions to the front or corner-side setbacks. However, multiple neighborhood properties were discovered whose front porches do not formerly meet the MF-M setback requirements.

Per State Statute Requirements, staff notified the public by distributing out mailings to property owners encompassing 300 feet. In addition, they posted signs and published notices in the local paper. No concerns or comments were received through the mailing outreach.

Property owner Charlotte Cooley presented five signed letters from neighboring residents who were in favor of this proposal.

Member Hokeness expressed concern that speeding vehicles could lose control and the possibility of a vehicle striking the porch.

Ms. Cooley stated previously a vehicle had damaged former porch. Owners were considering installing cement planters as a safety measure.

Member Hokeness stated that he shared the owners view and saw no formal intake required to be mandated.

**MOTION BY MEMBER HOKENESS TO APPROVE V26-008 AS SUBMITTED;
SECONDED BY MEMBER MEADS: PASSED (6-0).**

- C. **CUP26-002:** Review for Revocation of the Conditional Use Permit to Allow an Ambulance Service (Ground & Air with Helicopter Landing Pad) at the North Side of the Hospital Site Adjacent to State Route 69 in a BR (Business Regional) Encompassing 9.2 Acres. Property Owner: EHC Prescott LP.

Community Planner Tammy DeWitt presented the item commencing that previously the Board approved the conditional use permit on June 18, 2026 subject to four conditions. As noted, Condition 1 required a six-foot solid screening wall; Condition 2 required additional landscaping; Condition 3 required the applicant to submit a new building permit application and receive building permit approval for the helistop; and the remaining condition was part of the initial approved permit requirements.

In reference to the helistop building permit, Ms. DeWitt stated the applicant applied on July 14, 2026, but the permit remained noted as "out for corrections" as of the morning of current meeting. Ms. DeWitt additionally clarified this was due to the applicant's

engineer having retired prior to stamping the revised plans. However, applicant was working to access a new engineer. Due to the applicant not meeting the July 31, 2026 deadline, staff issued a formal letter of non-compliance and initiated the revocation procedure under the approved conditions noted.

Per State Statute Requirements, staff notified the public by sending out mailings to property owners extending up to 1,000 feet. Additionally, they posted signs and published notices in the local paper.

Ms. DeWitt presented two options to the board: to revoke the conditional use permit and proceed with the violation process or defer the matter to the upcoming meeting on September 17, 2026 to allow additional time for completion of remaining building-permit requirements.

Blake Moscatello, representing Exceptional Healthcare, acknowledged that the applicant had made substantial advancements and was attempting to complete the remaining requirements as required.

Mr. Mahboubi, General Contractor for Exceptional Healthcare, recognized the advancements by stating construction team had worked extended hours to complete the screening wall. Additionally, he confirmed that remaining wall materials were expected to be delivered the day proceeding with the meeting and completion of the wall would concur with requirements. Mr. Mahboubi reiterated Ms. DeWitt's informed comment that former engineer had retired, resulting in a delay in completing the as-builts and engineering documentation. Furthermore, he acknowledged that review comments for the helistop involved structural loads and compliance with FAA and IBC requirements. Lastly, Mr. Mahboubi reaffirmed the applicant had obtained information regarding concrete strength, thickness, reinforcing, and soil conditions to which calculations addressing the required point live were completed. Remaining work would be reviewed by a prospective licensed engineer.

Mr. Mahboubi stated that no additional construction work at the helistop was anticipated.

Member Meads directed his question to Community Developer, Ms. DeWitt inquiring why the matter originally was brought before the Board.

Ms. DeWitt explained that the conditional use permit was required by the Land Development Code (LDC) for ambulance service, including ground and air ambulance service.

Public Speaker Kathleen O' Boyle, raised concerns regarding drainage, construction activity, alleged impacts to her property referencing vegetation removal and potential trespass.

Ms. DeWitt emphasized that additional review for the as-built permit would determine whether further drainage had been added due to the fence permit did not include drainage work.

Mr. Mahboubi explained a short section of French drain had been installed to address a potential erosion issue and stated that it would be reflected in the as-builts.

Ms. O' Boyle raised concerns regarding the alleged encroachment and property damage.

Mr. Mahboubi confirmed he was not aware of the issue and offered to work with Ms. O' Boyle.

Chair Teeters along with Member Hokeness explained that property damage, trespass, and related matters outside the conditional use permit were not within the Board's purview for this item and should be addressed with the contractor.

Public Speaker Terry Sapio, retired airline pilot, referenced in opposition to continuing the conditional use permit until all requirements were satisfied. He expressed his concerns about the helistop location, proximity to terrain, power lines, homes and highways and requested the conditional use permit be revoked until applicant finalized requirements.

Public Speaker Karen Thiel, property owner at Yavapai Hills highlighted the nighttime helicopter activity, permitting delays, and concerns about helicopter safety and proximity to nearby properties and utility lines. Though she stated she did not oppose ground ambulance she did, however, oppose the heliport until the requirements were complete and safety concerns addressed.

Member Davis stated that he shared the public's frustration with the permitting process but noted that the Board's prior approval of conditions remained in effect. Member Davis also stated that he believed the applicant had made a good-faith effort to satisfy the four conditions and recommended deferring the matter to the September meeting so staff could confirm compliance.

Member Hokeness question what the expectation and review of the September meeting would entail.

Ms. DeWitt explained that an update on the helistop permit would include whether corrected plans had been submitted, reviewed and approved.

Member Hokeness clarified the completion of each condition per previous notation.

MOTION BY MEMBER DAVIS TO APPROVE CUP26-002; SECONDED BY MEMBER HOKENESS: PASSED (6-0).

4. STAFF UPDATES

Ms. DeWitt reported no additional staff updates

5. ADJOURNMENT

Chair Teeters adjourned the meeting at 9:53 a.m.

Anthony Teeters, Chair

Karen Compean, Board Secretary



TO: MAYOR AND CITY COUNCIL
AGENDA: September 17 Board of Adjustment
DATE: September 17, 2026
DEPT: Community Development
ITEM #: 3.B
SUBJECT: **V26-010:** Variance to Article 3, Section 3.5.3.F (SF-12/Minimum Setbacks) of the City's Land Development Code (LDC) Allowing for a Reduction of the Required Side and Rear Yard Setbacks for the Construction of a New Garage Attached to an Existing Residence. Location: APN 105-08-141A, 1512 Eagle Mountain Drive. Property Owner: Knowles Edward J & Smyser Catherine Revocable Trust.

ITEM SUMMARY

The item is for review of V26-010. The applicant is requesting a variance to allow for a reduction of the required side and rear yard setbacks to allow for the construction of a new garage attached to the existing residence.

BACKGROUND

STAFF ANALYSIS:

The property is located within the Single-Family Minimum Lot Size 12,000 (SF-12) zoning district within Eagle Ridge Unit 2 Subdivision, which was originally platted in 1993. The home was constructed in 2009 under the SF-12 zoning district which requires a 9ft side yard setback. However, since the Eagle Ridge Unit 2 Subdivision Plat allows a 7ft side yard setback, the proposed garage is required to provide a 7ft side yard setback. The applicant is requesting a 1'-6" reduction to the side yard setback resulting in a 5'-6" side setback.

The applicant is also requesting a 1ft reduction to the required 25ft rear yard setback; however, this could be approved administratively with an administrative adjustment. The applicant completed a replat to acquire a portion of the neighbor's property at 1506 Eagle Mountain Drive to be able to construct the proposed attached garage. However, could not acquire enough property to meet the setback requirements for the garage addition. Since the applicant cannot meet the required rear and side yard setbacks, the proposal does not meet current zoning setbacks, and a variance is needed for the addition of an attached garage.

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 researching the adjacent properties, the neighboring property located at 1518 Eagle Mountain Drive received a variance for two 10ft encroachments into the required 25ft rear yard setback for the original construction of the home. Staff was unable to find any additional variance requests within the area.

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: The unique shape of the property limits the available buildable area to the back of the property due to the original placement of the home during construction. This creates constraints that would not apply to standard rectangular lots within the same zoning district.

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 proposed attached garage will be located to the rear of the property on the backside of a long and steep driveway and the proposed garage will need to obtain a building permit to ensure public health and safety is maintained.

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 requested setbacks do not grant the applicant special consideration as compared to other existing residences 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 property was originally constructed with 7ft side yard setback requirement. The property owner has obtained a portion of the neighboring property to help

meet the setback requirements in the location that the garage is being proposed and would not be considered a self-induced hardship.

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 on an existing residential lot and is, therefore, 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: Since the subdivision was platted with a 7ft side setback and the original home was constructed to meet these regulations, the property owner would not be able to construct an addition for a 2-car garage in the proposed location without the approval of a variance.

NEIGHBORHOOD COMMENTS:

Staff has received one concern regarding the variance request at this time, and it has been included in the agenda packet. Any additional concerns will be forwarded to the Board Members via email prior to the meeting on September 17th, 2026.

FINANCIAL IMPACT

There is no fiscal impact associated with this item.

RECOMMENDED ACTION

MOVE to approve or deny V26-010 per the site plan provided

ATTACHMENTS

1. V26-010 - VARIANCE QUESTIONNAIRE
2. V26-010 - SITE PLAN
3. V26-010 - PRESENTATION
4. V26-010 - VARIANCE OPPOSITION #1

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.
Property has an irregular shape. In order to have symmetry in the walls there is a very small area (5x8") that will be less than the required 9ft from property line.
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.
Our goal is to have a standard attached 2 car garage. The property is oddly shaped (pie-shaped) and does not allow for reasonable build.
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).
The unique physical constraints on the property prevent me from making reasonable use of the land

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.

The relief requested is strongly tied to the unique physical characteristics of the property - not my personal preference - due to the unusual lot shape.

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

The relief requested will not alter my neighbor-hoods essential character, or negatively impact public welfare. There will be no obstruction. The request is only the absolute minimum to complete the project.

DECLARATION

KNOW ALL MEN BY THESE PRESENT

THAT THE EDWARD J KNOWLES AND CATHERINE SMYER REVOCABLE TRUST AND THE TRACY FAMILY REVOCABLE TRUST AS SOLE OWNERS OF THE PROPERTY HAS SUBDIVIDED UNDER THE NAME OF LOT LINE ADJUSTMENT OF PARCELS 133 & 134, EAGLE RIDGE UNIT 2, 30/50-51 MAPS, BEING A PORTION OF SECTION 27, TOWNSHIP 14 NORTH, RANGE 2 WEST OF THE GILA AND SALT RIVER BASE AND MERIDIAN, CITY OF PRESCOTT, YAVAPAI COUNTY, ARIZONA, AS SHOWN

HEREON AND HEREBY DECLARES THAT THIS PLAT SETS FORTH THE LOCATION AND GIVES THE DIMENSIONS OF THE LOTS CONSTITUTING THE SAME, AND THAT EACH LOT SHALL BE KNOWN BY THE LETTER GIVEN TO EACH RESPECTIVELY ON SAID PLAT.

THE PURPOSE OF THIS PLAT IS TO ADJUST THE SOUTH LINE OF LOT 134

IN WITNESS WHEREOF

THAT THE OWNERS OF SAID LOTS HAS EXECUTED THIS REPLAT, BEING DULY AUTHORIZED TO DO SO ON THIS 12TH DAY OF Feb

Edward J Knowles
EDWARD J KNOWLES AS TRUSTEE

Catherine Smyer
CATHERINE SMYER AS TRUSTEE

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MARILYN M TRACY AS TRUSTEE

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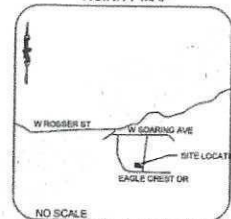
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REPLAT FOR A LOT LINE ADJUSTMENT OF PARCEL 133 & 134, EAGLE RIDGE UNIT 2, 30/50-51 MAPS SECTION 27, TOWNSHIP 14 NORTH, RANGE 2 WEST GILA & SALT RIVER BASE & MERIDIAN CITY OF PRESCOTT, YAVAPAI COUNTY, ARIZONA

2025-0006351

VICINITY MAP



LEGEND

- SURVEYED PARCEL LINES
- EXISTING FENCE
- PROPERTY LINE
- ABANDONED LOT LINE
- FOUND 1/2" REBAR WITH CAP LS 13041
- SET 1/2" REBAR AFFIXED CAP LS 53090
- (R1) RECORD BEARING AND DISTANCE PER R1 OR AS NOTED SEE NOTES
- PUE PUBLIC UTILITY EASEMENT

NOTES

1. EXISTING BUILDINGS WERE PRESENT AT TIME OF SURVEY AS SHOWN
2. AREA TO TRANSFER FROM LOT 133 TO LOT 134, 293 SQUARE FEET
3. X ON RETAINING WALL FOR CORNER, A WITNESS CORNER X ON CONCRETE DRIVEWAY WAS ALSO PLACED ON THE FRONT RADIUS 1 FOOT AWAY FROM CORNER AS RETAINING WALL BLOCKS COULD BE MOVED
4. DOCUMENTS OF RECORD REFERENCE FOR SURVEY YCRO R1 - EAGLE RIDGE UNIT 2, 30/50-51 MAPS

SITE INFORMATION

LOT: 134
APN: 105-08-141
ADDRESS: 1512 EAGLE MOUNTAIN DR, PRESCOTT
OWNER: EDWARD J KNOWLES AND CATHERINE SMYER REVOCABLE TRUST
LOT: 133
APN: 105-08-140
ADDRESS: 1506 EAGLE MOUNTAIN DR, PRESCOTT
OWNER: THE TRACY FAMILY REVOCABLE TRUST

COMPLIANCE

THIS PLAT IS IN COMPLIANCE WITH THE CURRENT SUBDIVISION REGULATIONS AND CODES ESTABLISHED AND ADOPTED BY THE CITY OF PRESCOTT

FLOOD INFORMATION

BY GRAPHIC PLOTTING ONLY, THIS PROPERTY IS LOCATED IN ZONE UNSHADED 'X' OF THE FLOOD INSURANCE RATE MAP COMMUNITY PANEL NO. 0425C0294H, REVISED DATE MARCH 6, 2016. NO FIELD SURVEYING WAS PERFORMED TO DETERMINE THIS ZONE AND AN ELEVATION CERTIFICATE MAY BE NEEDED TO VERIFY THIS DETERMINATION OR APPLY FOR A VARIANCE FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY

ZONE UNSHADED 'X' DENOTES AREAS OUTSIDE THE 500 YEAR FLOOD PLAIN

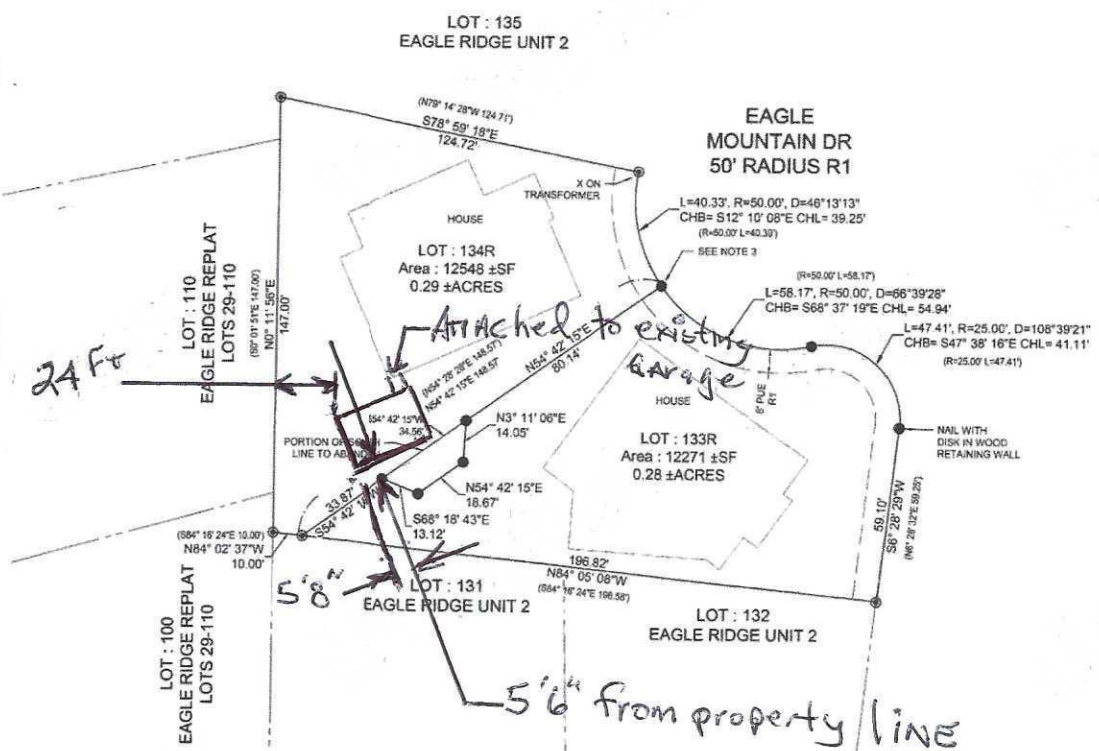
ASSURED WATER SUPPLY

THIS SUBDIVISION IS LOCATED WITHIN THE WATER SERVICE AREA OF THE CITY OF PRESCOTT, ARIZONA, WHICH IS AN AREA DESIGNATED AS HAVING AN ASSURED WATER SUPPLY PURSUANT TO SECTION 8 OF ARS 45-576.

BASIS OF BEARING

THE PROJECT COORDINATE SYSTEM AND THE BASIS OF BEARINGS ARE RELATIVE TO THE ARIZONA STATE PLANE COORDINATE SYSTEM OF 1983, CENTRAL 9200 ZONE. LINEAR DIMENSIONS AND COORDINATE VALUES ARE IN INTERNATIONAL FEET

PRIMARY HORIZONTAL SURVEY CONTROL WAS ESTABLISHED USING REAL TIME KINEMATIC METHODS FROM THE CITY OF PRESCOTT "MINGO" BASE. COORDINATES WERE SCALED FROM THE STATE PLANE GRID TO GROUND USING (0.0) AS THE PROJECT LOCATION. A GROUND SCALE FACTOR OF 1.0003298750 (GRID TO GROUND). COORDINATE VALUES WERE THEN TRUNCATED BY .701,456,009 IN THE NORTHING AND 69457.23 IN THE EASTING.



APPROVALS

APPROVED BY THE COMMUNITY DEVELOPMENT DIRECTOR OF THE CITY OF PRESCOTT ON THIS 12TH DAY OF FEBRUARY 2025

Debra Walters
COMMUNITY DEVELOPMENT DIRECTOR

APPROVED BY THE CITY OF PRESCOTT PUBLIC WORKS DEPARTMENT ON THIS 12TH DAY OF FEBRUARY 2025

Anna Ramirez
PUBLIC WORKS DIRECTOR

CERTIFICATION

I, BRANDON VAN HORN, A DULY REGISTERED LAND SURVEYOR IN THE STATE OF ARIZONA, (LICENSE #53890) DO HEREBY CERTIFY THAT I PREPARED THIS PLAT FROM AN ACTUAL AND ACCURATE SURVEY OF THE LAND; THAT THE SURVEY AND SUBDIVISION OF THE PREMISES DESCRIBED AND PLATTED HEREON WAS MADE BY ME OR UNDER MY DIRECT SUPERVISION DURING THE MONTH(S) OF NOVEMBER, 2024, THAT THE MONUMENTS SHOWN ACTUALLY EXIST OR WILL BE SET AS SHOWN; THAT THEIR POSITIONS ARE ACCURATELY SHOWN; AND THAT SAID MONUMENTS ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED



36X24

ZONING INFORMATION

ZONING: SF-12
ZONING DESC: SINGLE FAMILY
LOT SIZE: 12,000 SF
WIDTH/DEPTH: 75' x 25'
FRONT: 25'
REAR: 25'
INTERIOR: 9'
EXTERIOR: 15'
BUILDING HEIGHT: 35'

RECORDED
2025-0006351 Page 1 of 1
02/12/2025 02:21:47 PM 024 00
Official Records of Yavapai County, AZ
Filix & P. Records, Inc.

SURVEY PREPARED FOR EDWARD KNOWLES	
VI LAND SURVEY	
SURVEYED BY: Brandon Van Horn	SHEET NO. 1
MAP SCALE: 1" = 20'	PROJECT NO. 24316
DATE: 01/05/2025	OF 1 SHEETS

KNOWLES - proposed 2 car Attached garage
* 24 ft from back property line - know should be 25 ft But was told I have 10% tolerance
* 5 ft 6" from side property line - know should be 9 ft But only need variance from approx. 5 ft 8" long



V26-010

1512 EAGLE MOUNTAIN DR.

JACOB LUND-COMMUNITY PLANNER

September 17, 2026
Board of Adjustment



REQUEST

Variance to Article 3, Section 3.5.3.F (SF-12/Minimum Setbacks) of the City's Land Development Code (LDC) to allow for a reduction of the required 25' rear setback by 1' resulting in a 24' rear setback and a reduction of the required 7' side setback by 1'-6" resulting in a 5'-6" side setback for the construction of a new garage attached to an existing residence.



ZONING MAP



AERIAL IMAGERY MAP



PROPERTY HISTORY

- Home was originally constructed in 2009 within the Eagle Ridge Unit 2 Subdivision (SF-12 Zoning)
- Standard SF-12 zoning requires a 9' side yard setback; however, Eagle Ridge Unit 2 Subdivision Plat only requires a 7' side yard setback.
- Property owner acquired a portion of neighbors property and combined with existing parcel via a replat approved and recorded February 2025.
- Applicant is proposing to construct a new 2-car garage that will be attached to the existing residence.
- Applicant requesting a rear setback of 24' and a side yard setback of 5'-6".



REPLAT

DECLARATION

KNOW ALL MEN BY THESE PRESENTS:

THAT THE EDWARD J KNOWLES AND CATHERINE SMYSER REVOCABLE TRUST AND THE TRACY FAMILY REVOCABLE TRUST AS SOLE OWNERS OF THE PROPERTY HAS SUBDIVIDED UNDER THE NAME OF LOT LINE ADJUSTMENT OF PARCELS 130 & 134 EAGLE RIDGE UNIT 2, 30/50-51 MAPS, BEING A PORTION OF SECTION 27, TOWNSHIP 14 NORTH, RANGE 2 WEST OF THE GILA AND SALT RIVER BASE & MERIDIAN CITY OF PRESCOTT, YAVAPAI COUNTY, ARIZONA, AS SHOWN HEREON, AND HEREBY DECLARES THAT THIS PLAT SETS FORTH THE LOCATION AND GIVES THE DIMENSIONS OF THE LOTS CONSTITUTING THE SAME, AND THAT EACH LOT SHALL BE KNOWN BY THE LETTER GIVEN TO EACH RESPECTIVELY ON SAID PLAT.

THE PURPOSE OF THIS PLAT IS TO ADJUST THE SOUTH LINE OF LOT 134.

IN WITNESS WHEREOF:

THAT THE OWNERS OF SAID LOTS HAS EXECUTED THIS REPLAT, BEING DULY AUTHORIZED TO DO SO ON THIS _____ DAY OF _____

EDWARD J KNOWLES AS TRUSTEE _____

CATHERINE SMYSER AS TRUSTEE _____

MARILYN M TRACY AS TRUSTEE _____

REPLAT

FOR A LOT LINE ADJUSTMENT

OF PARCEL 133 & 134, EAGLE RIDGE UNIT 2, 30/50-51 MAPS

SECTION 27, TOWNSHIP 14 NORTH, RANGE 2 WEST

GILA & SALT RIVER BASE & MERIDIAN

CITY OF PRESCOTT, YAVAPAI COUNTY, ARIZONA

VICINITY MAP

NO SCALE

ACKNOWLEDGEMENT

ON THIS _____ DAY OF _____, BEFORE ME, THE UNDERSIGNED, NOTARY PUBLIC, DID PERSONALLY APPEAR _____ WHO ACKNOWLEDGED THEMSELVES TO BE THE PERSONS WHOSE NAMES APPEAR ABOVE AND BEING DULY AUTHORIZED TO DO SO HAVE EXECUTED THE FOREGOING INSTRUMENT FOR THE PURPOSES THEREIN CONTAINED.

IN WITNESS THEREOF I SET MY HAND AND SEAL.

NOTARY PUBLIC _____ MY COMMISSION EXPIRES _____

LEGEND

- SURVEYED PARCEL LINES
- EXISTING FENCE
- PROPERTY LINE
- ABANDONED LOT LINE
- FOUND 1/2" REBAR WITH CAP LS 13941
- SET 1/2" REBAR AFFIXED CAP LS 53890
- (R1) RECORD BEARING AND DISTANCE PER R1 OR AS NOTED SEE NOTES
- PUE PUBLIC UTILITY EASEMENT

NOTES

- EXISTING BUILDINGS WERE PRESENT AT TIME OF SURVEY AS SHOWN
- AREA TO TRANSFER FROM LOT 133 TO LOT 134, 293 SQUARE FEET
- DOCUMENT OF RECORD REFERENCE FOR SURVEY YORD R1: EAGLE RIDGE UNIT 2, 30/50-51 MAPS

STATE INFORMATION

LOT 134
APN: 155-08-141
ADDRESS: 1312 EAGLE MOUNTAIN DR, PRESCOTT
OWNER: EDWARD J KNOWLES AND CATHERINE SMYSER REVOCABLE TRUST
GLENDALE, AZ
LOT 133
APN: 155-08-140
ADDRESS: 1308 EAGLE MOUNTAIN DR, PRESCOTT
OWNER: THE TRACY FAMILY REVOCABLE TRUST

COMPLIANCE

THIS PLAT IS IN COMPLIANCE WITH THE CURRENT SUBDIVISION REGULATIONS AND CODES ESTABLISHED AND ADOPTED BY THE CITY OF PRESCOTT.

FLOOD INFORMATION

BY GRAPHIC PLATTING THIS PROPERTY IS LOCATED IN ZONE UNH4002 'X' OF THE FLOOD INSURANCE RATE MAP COMMUNITY PANEL NO. 940202048, REVISED DATE MARCH 6, 2018 NO FLOOD SURVEYING WAS PERFORMED TO DETERMINE THIS ZONE AND AN ELEVATION CERTIFICATE MAY BE NEEDED TO VERIFY THIS DETERMINATION OR APPLY FOR A VARIANCE FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY.

ZONE UNH4002 'X' DENOTES AREAS OUTSIDE THE 500 YEAR FLOOD PLAN.

ASSURED WATER SUPPLY

THIS SUBDIVISION IS LOCATED WITHIN THE WATER SERVICE AREA OF THE CITY OF PRESCOTT, ARIZONA, WHICH IS AN AREA DESIGNATED AS HAVING AN ASSURED WATER SUPPLY PURSUANT TO SECTION 65-45-508.

BASIS OF BEARING

THE PROJECT COORDINATE SYSTEM AND THE BASIS OF BEARINGS ARE RELATIVE TO THE ARIZONA STATE PLANE COORDINATE SYSTEM OF 1983, CENTRAL, 5002 ZONE, LINEAR DIMENSIONS AND COORDINATE VALUES ARE IN INTERNATIONAL FEET.

PRIMARY HORIZONTAL SURVEY CONTROL WAS ESTABLISHED USING REAL TIME KINEMATIC METHODS FROM THE CITY OF PRESCOTT "MAGDO" BASE. COORDINATES WERE SCALED FROM THE STATE PLANE GRID TO GROUND USING GDA04 AS THE PROJECT LOCATION. A GROUND SCALE FACTOR OF 1.00029670 (GRID TO GROUND). COORDINATE VALUES WERE THEN TRUNCATED BY .001 AND 0.009 IN THE NORTHING AND 0.0045 IN THE EASTING.

APPROVALS

APPROVED BY THE COMMUNITY DEVELOPMENT DIRECTOR OF THE CITY OF PRESCOTT ON THIS _____ DAY OF _____

COMMUNITY DEVELOPMENT DIRECTOR _____

APPROVED BY THE CITY OF PRESCOTT PUBLIC WORKS DEPARTMENT ON THIS _____ DAY OF _____

PUBLIC WORKS DIRECTOR _____

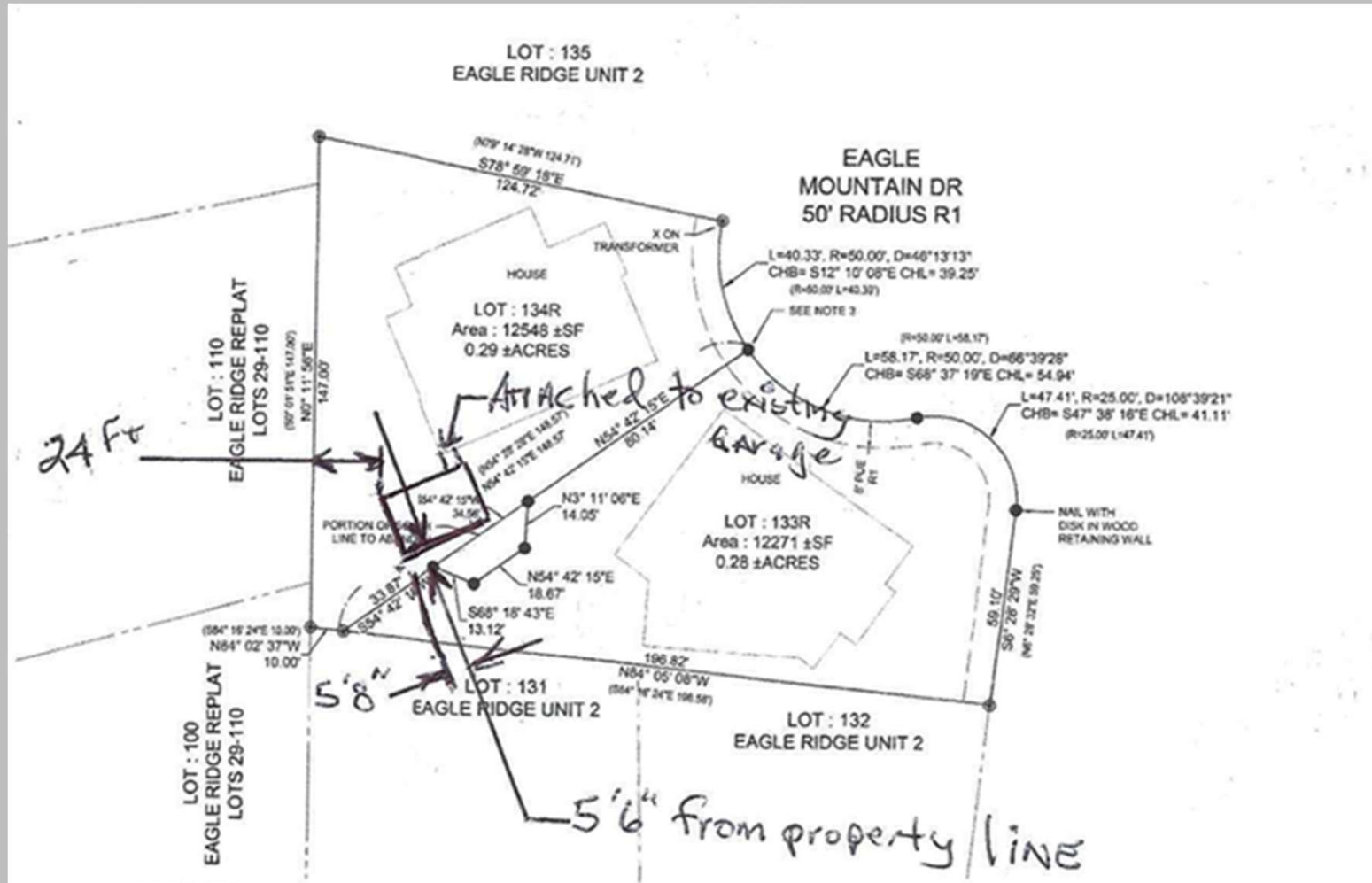
CERTIFICATION

I, BRANDON VAN HORN, A DAILY REGISTERED LAND SURVEYOR IN THE STATE OF ARIZONA, LICENSE #9380, DO HEREBY CERTIFY THAT I PREPARED THIS PLAT FROM AN ACTUAL AND ACCURATE SURVEY OF THE LAND. THAT THE SURVEY AND SUBDIVISION OF THE PREMISES DESCRIBED AND PLATTED HEREON WAS MADE BY ME OR UNDER MY DIRECT SUPERVISION DURING THE MONTHS OF NOVEMBER, 2024. THAT THE MONUMENTS SHOWN, ACTUALLY EXIST OR WILL BE SET AS SHOWN, THAT THEIR POSITIONS ARE ACCURATELY SHOWN, AND THAT SAID MONUMENTS ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.

ZONING INFORMATION

ZONING: SF-12
ZONING DESC: SINGLE FAMILY
LOT SIZE: 12,000 SF
WIDTH/DEPTH: 120' x 100'
FRONT: 25'
REAR: 25'
INTERIOR: 9'
EXTERIOR: 15'
BUILDING HEIGHT: 35'

SITE PLAN



PICTURES OF SITE



**FRONT OF PROPERTY – FACING WEST FROM
EAGLE MOUNTAIN DR.**



**FRONT OF PROPERTY (DRIVEWAY) – FACING WEST
FROM EAGLE MOUNTAIN DR.**

PICTURES OF SITE



SIDE OF PROPERTY – PROPOSED GARAGE LOCATION



REAR OF PROPERTY – REAR SETBACK REQUEST 24' FROM PROPERTY LINE

Variance Review Criteria LDC Section 9.13

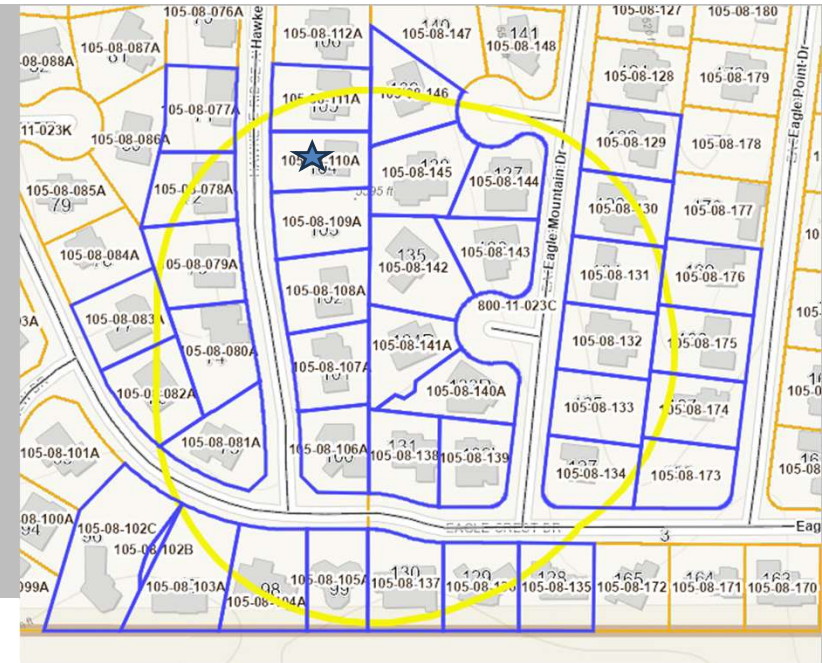
- Extraordinary Conditions
- Substantial Detriment
- Special Privileges
- Self-Induced hardship
- General Plan
- Utilization

STAFF ANALYSIS

- Weighed against six review criteria per the LDC.
- Researched records and located one similar variance for a reduction of the required rear setback at 1518 Eagle Mountain Drive.



Neighborhood Outreach



Staff sent mailings to the owners of record within 300' of the property, posted the property, and published a notice in the local paper pursuant to statutory requirements.



Recommended Action

**MOVE to approve or deny
V26-010 per site plan
provided.**

Questions & Comments?



Jacob Lund

From: DA Park <[REDACTED]>
Sent: Monday, September 7, 2026 3:40 PM
To: Planning
Cc: Jacob Lund
Subject: 1512 Eagle Mountain Drive

Subject: Objection to Variance Request – 1512 Eagle Mountain Drive

Date: September 7, 2026

I am an adjacent property owner in the Eagle Ridge Subdivision and am submitting this objection to the requested setback variance for a garage extension at 1512 Eagle Mountain Drive.

The Public Notice provides no indication of any property-based hardship. In the absence of such information, I can only infer that the request for additional garage space is for personal convenience.

A desire for additional garage space is a personal preference, not a hardship under the Prescott Land Development Code. Variances may only be granted when strict application of the Code creates a unique, property-specific hardship, and when the requested relief is the minimum necessary. The existing residence and garage were constructed in 2009 in full compliance with the required setbacks. Any claimed need for additional garage space seventeen years later is a self-created condition, not a special circumstance inherent to the property.

Setbacks in Eagle Ridge were established to maintain consistent massing, fire separation, drainage patterns, and neighborhood character. Granting a setback reduction without a compelling, property-based justification would create precedent that weakens the Code and invites further erosion of established standards.

For these reasons, I respectfully request that the Board deny the variance.

D. Anthony Parks

[REDACTED]



TO: MAYOR AND CITY COUNCIL
AGENDA: September 17 Board of Adjustment
DATE: September 17, 2026
DEPT: Community Development
ITEM #: 3.C
SUBJECT: **V26-011:** Variance to Article 6, Section 6.12.5.A.2 (Permanent On-Site Signs) of the City's Land Development Code (LDC) Allowing for an Increase to the Maximum Allowed Wall Mounted Signage for Theodore's Fine Foods. Location: APN113-16-019A, 239 N. Marina Street. Property Owner: LV Franklin LLC.

ITEM SUMMARY

The item is for review of V26-011. The applicant is requesting a variance to allow for an increase to the maximum allowed wall-mounted signage for Theodore's Fine Foods.

BACKGROUND

STAFF ANALYSIS:

The property is located within the Business Regional (BR) zoning district which is intended to be used for a variety of large business, office, or service type uses.

The applicant is requesting a variance to the maximum allowed wall-mounted signage from the City of Prescott's Land Development Code (LDC) Section 6.12.5.A.2. This section of code states that one wall-mounted sign is permitted per business on each exterior wall of the building facing a street or containing a customer entrance, up to the maximum area permitted for each business. The maximum area permitted for each business is determined by the building's setbacks from a property line and the amount of wall frontage upon which the sign is mounted.

For the property located at 239 N. Marina Street, the building is setback between 0–25 ft from the property line and the wall that the sign is being mounted on is approximately 40sf. Therefore, they are allowed a maximum of 20sf of signage. The applicant is requesting an increase to the maximum allowed sign area from 20sf to 175sf for two painted signs (Bagel Logo – 114sf and Theodore's Lettering – 59sf) located on the west facing wall of the building along North Marina Street for Theodore's Fine Foods.

The applicant was unaware that permits were necessary and began installing the signs without permit approval. Community Development issued a courtesy letter that the owner received, responded to in a timely manner, and has since submitted a variance to bring the property into compliance.

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 researching the adjacent properties, staff was unable to find any similar variance requests within the area.

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: The customer entrance is located on the west façade of the building and for people traveling east the entrance cannot be seen until you have passed the location. If you are traveling west the applicant stated most people drive in excess of 25mph and struggle to see, let alone read a small sign.

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 proposed increase in signage would not have any detrimental effects with regard to public health, safety, or welfare on other properties in the area.

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: Staff were unable to located similar variances for an increase in signage within the area. Staff are unable to determine whether this is a special privilege as it is not a request that has been made within the surrounding area.

- 4. **Self-induced Hardship (LDC Section9.13.4.A.4).** The hardship is not the result of the applicant’s own actions.

Staff Comments: The property was originally constructed in 1955, and the applicant did not design or position the original building. Therefore, this is not a self-induced hardship.

- 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 on an existing lot with no change of use and is, therefore, 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 maximum sign area permitted for each business is minimal and for a structure placed on the property lines with a small store front, this makes advertising for Theodore’s Fine Foods difficult.

NEIGHBORHOOD COMMENTS:

Staff has not received any comments from the public at this time.

FINANCIAL IMPACT

There is no fiscal impact associated with this item.

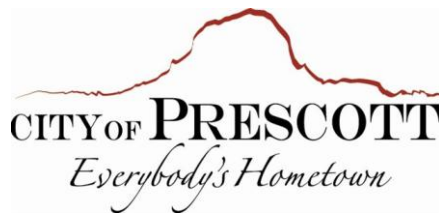
RECOMMENDED ACTION

MOVE to approve or deny V26-011 per the sign renderings provided

ATTACHMENTS

- 1. V26-011 - VARIANCE QUESTIONNAIRE
- 2. V26-011 - SIGN RENDERINGS

3. V26-011 - SIGN DIMENSIONS
4. V26-011 - 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.

Our store front sits on N Marina which is not a high traffic area. The side of our building runs along Sheldon which is heavily trafficked. If you are driving towards downtown on Sheldon our storefront is completely invisible. If you are heading out of town on Sheldon you are likely going in excess of 25 miles an hour and struggle to see let alone read a small sign. We need a large, stand out way to identify our business.

The building stood vacant and in disrepair for an extended period before our occupancy. It was an eyesore on the main road into town, and though we rent it, we have gone to great expense to fix it up inside and out. Our exterior color choices are tasteful and muted.

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.

Our business relies on maintaining and growing customers and sales. We have been open on Sheldon for nearly two years and every week at the Farmer's Market we have locals ask "where is your store?" and guests who say "I didn't know you were here!" We repainted the building and spend thousands of dollars on other marketing. We have had a compliant sign since opening and it is simply not effective. We have exclusively worked with local artists and professionals to develop our brand and beautify our building. We should be able to showcase local art in our brand AND effectively attract customers. The sign provisions do not allow us to do so. The size requirements are too small for our physical circumstances and too restrictive for our brand. A local business should be supported by the city in standing out on a street dominated by big box chains with the resources to have (we assume) compliant, but loud and generic, signage. We are referring to properties in the shopping center at 170-200 E. Sheldon.

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).

We have had measurable difficulty communicating to the public passing by our store that our business is there and what we offer. Again, we are consistently invested in all other marketing outlets, but need bigger, stand out signage to drive growth through locals and visitors that haven't found us yet. Our business is born of this community and invested deeply in celebrating it and supporting it. It matters to us how our building and business participate in making our little corner of town better. The provisions are an arbitrary limitation on our ability to reflect the fun, classic goods and service we provide this community.

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.

Granting this variance would address the site-specific issues facing our business. To our knowledge, none of the surrounding businesses face the same issues, but if they do, they have access to this same process. Our ability to express our brand effectively and uniquely does not interfere with others doing the same. Our surrounding local and corporate chain businesses alike are established and have presumably effective signage for sustaining their specific businesses in compliance or with exception from the city. We are not looking for special privilege but rather hope the city would consider similar variances for any other local brands who face similar challenges and bring something unique to our small town.

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

Our right to effectively signify our business does not injure the rights of our neighbors. In fact, we can demonstrate their support of our signage and our mutual support of one another's businesses. Our landlord is a local restaurant owner himself and is thrilled with the exterior improvements we've made - new signage included. 'Tis Annex is a gallery and art education center! They love our new signage and the art-appreciating eye it brings to our shared block. The real estate offices, sign store, and Sheldon St. Lodge folks are customers themselves, love the new signage, and know we draw customers to all of our benefit. The corporate chains in the shopping center across Sheldon street are not our competition nor are their rights at risk should a variance be granted. Even the Springhill Suites send us breakfast guests all the time and are relieved the new signage saves them from having to convince their guests that there is indeed a great local breakfast place hiding in that big naked building across the street.

THEODORE'S FINE FOODS

**Front Exterior Mural
May 17, 2026**

GB TRAN



40 LINEAR FEET - WALL ALONG
NORTH MARINA STREET



-  = 1 Square Foot
-  = Bagel Logo (114sf)
-  = Theodore's Letters (59sf)

TOTAL SIGNAGE = 173sf



V26-011

239 N. MARINA ST.

JACOB LUND-COMMUNITY PLANNER

September 17, 2026
Board of Adjustment

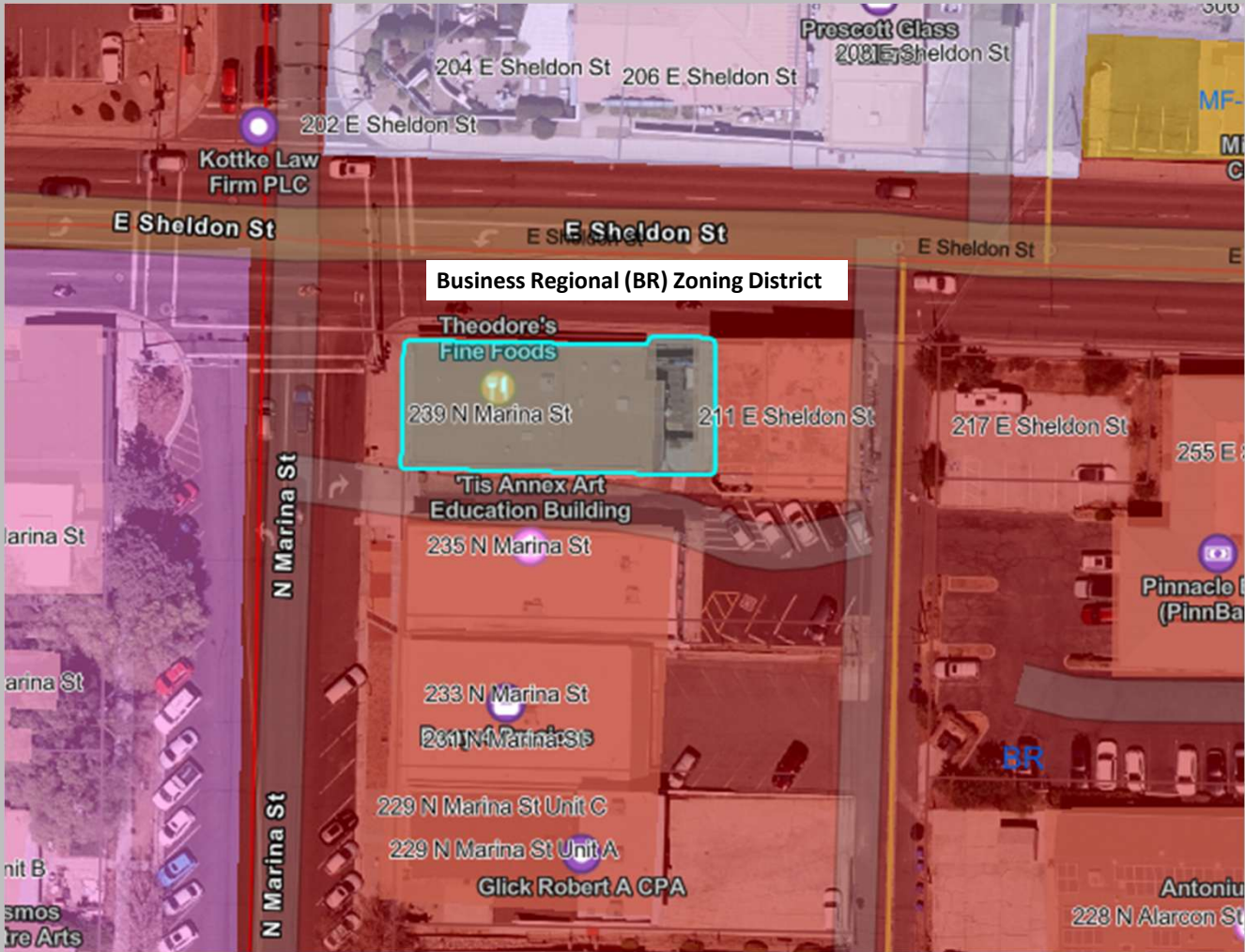


REQUEST

Variance to Article 6, Section 6.12.5.A.2 (Permanent On-Site Signs) of the City's Land Development Code (LDC) to allow for an increase to the maximum allowed wall mounted signage from 20sf to 175sf for the installation of two painted signs along North Marina Street for Theodore's Fine Foods.



ZONING MAP



AERIAL IMAGERY MAP



LDC SECTION 6.12.5.A.2 (PERMANENT ON-SITE SIGNS)

- Building Wall Sign Requirements:
- One wall-mounted sign permitted per business on each exterior wall of the building facing a street or containing a customer entrance.
- Wall-mounted signs are permitted up to the following maximum size:
 - For buildings setback 0 to 25 ft from the property line, wall sign area shall be permitted up to $\frac{1}{2}$ sf of sign for each 1 linear foot of wall frontage of the wall upon which the sign is mounted.
- Building set directly on property line falling within buildings setback 0 to 25 ft.
- Wall frontage is approximately 40 linear feet allowing for a maximum sign allowance of 20sf.
- Applicant is proposing two painted signs for a total of approximately 175sf.



(PREVIOUS BUILDING SIGNAGE ALONG N. MARINA STREET)



SIGN RENDERING

40 LINEAR FEET - WALL ALONG
NORTH MARINA STREET



-  = 1 Square Foot
-  = Bagel Logo (114sf)
-  = Theodore's Letters (59sf)

TOTAL SIGNAGE = 173sf



PICTURES OF SITE



FRONT OF PROPERTY – FACING EAST FROM N MARINA ST.



FRONT OF PROPERTY – FACING NORTH FROM N MARINA ST.

PICTURES OF SITE



**FRONT OF PROPERTY – FACING SOUTH FROM
INTERSECTION OF N MARINA ST & E SHELDON ST.**



SIDE OF PROPERTY – ALONG E SHELDON ST.

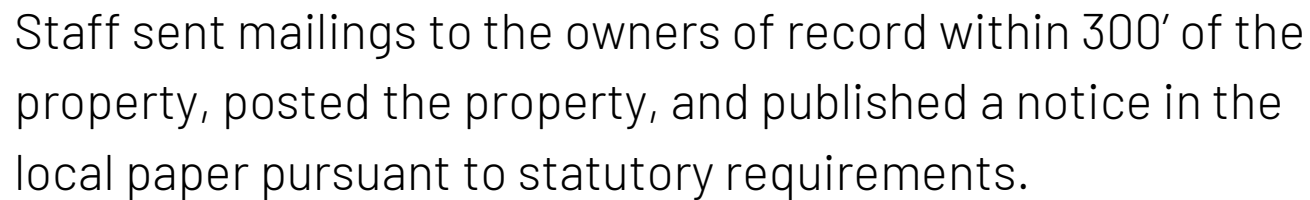


Variance Review Criteria LDC Section 9.13

- 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 unable to find similar variance requests or approvals for an increase to the maximum allowed wall-mounted signage.





Recommended Action

**MOVE to approve or deny V26-011
per the sign renderings provided.**

Questions & Comments?





TO: MAYOR AND CITY COUNCIL
AGENDA: September 17 Board of Adjustment
DATE: September 17, 2026
DEPT: Community Development
ITEM #: 3.D
SUBJECT: **CUP26-002:** Review for Revocation of the Conditional Use Permit to Allow an Ambulance Service (Ground & Air with Helicopter Landing Pad) at the North Side of the Hospital Site Adjacent to State Route 69 in a BR (Business Regional) Zoning District. Location: APN 103-15-160A, 4822 E State Route 69 Encompassing 9.2 Acres. Property Owner: EHC Prescott LP.

ITEM SUMMARY

This item is a request for review of the approved Conditional Use Permit (CUP) for an ambulance service (ground and air with helicopter landing pad) at Exceptional Hospital due to non-compliance.

BACKGROUND

On June 18, 2026, the Board of Adjustment approved a Conditional Use Permit to allow an ambulance service (ground and air with helicopter landing pad), with 4 conditions.

On August 20, 2026, the Board of Adjustment voted to defer the application to the next regular meeting to allow more time for the applicant to submit corrections to their building permit for the helistop.

Approved 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 (fueling, fuel storage, storage, repairing or maintenance of helicopters is prohibited); 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.

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.

The applicant submitted for the required Building Permit on July 14, 2026, for the Helistop, but it did not address questions from the Airport and Building Review and is “Out for Corrections” since the day of this memo, September 1, 2026.

A letter of Non-Compliance was sent on July 31, 2026, letting the applicant know that the approved conditions have not been met because the wall had not been completed and the permit for the helipad had not been approved.

PROPOSED USE:

The proposed helistop was to be used for air transport of patients from Exceptional Healthcare to other hospitals and trauma centers. No aircraft will be based onsite. The applicant stated 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.

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.”

STAFF RECOMMENDATION:

Staff recommends review of the approved conditions for any amendments or revoking CUP26-002.

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 comments regarding this Conditional Use Permit request which were provided at the last meeting or, if received later, attached to this memo.

FINANCIAL IMPACT

There is no fiscal impact associated with this item.

RECOMMENDED ACTION

MOVE to amend or revoke CUP26-002

ATTACHMENTS

1. CUP26-002 Non-Compliance Letter
2. NARRATIVE
3. SITE PLAN
4. Opposition Email
5. Opposition 2
6. Opposition 3

7. Opposition 4
8. CUP26-002 9.17 Ambulance Revocation Presentation

City of Prescott
Community Development Department
201 N. Montezuma St
Prescott AZ 86301

Contact: Chelsea Walton

SENT VIA EMAIL TO:

July 31, 2026

Dear EHC PRESCOTT LP,

The project at 4822 E State Route 69, namely the Exceptional Healthcare Hospital, received a Conditional Use Permit CUP26-002 approval from the City of Prescott Board of Adjustments on June 18, 2026 for ambulance service (ground and air with helicopter landing pad). This approval came with the following 4 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 (fueling, fuel storage, storage, repairing or maintenance of helicopters is prohibited); 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.

The Land Development Code section 9.3.7.C. states the following:

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 on-going 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 9.1.8A.

There have been several attempts by the Community Development Department to get this property into compliance. At this time, the wall hasn't been constructed and the permit for the helipad hasn't been completed nor have final inspections occurred. Therefore, the property is out of compliance with condition of approval numbers 1, 3, and 4. This letter is being sent as notice that CUP26-002 will be added to the Board of Adjustment's August 20, 2026 meeting agenda to consider the revocation of the CUP.

Please let us know if you have any questions.

Sincerely,

A large black rectangular redaction box covering the signature of Chelsea Walton.

Chelsea Walton

Director

Encl. 6/19/2026 CUP26-002 Approval Letter

City of Prescott
Planning and Zoning



DATE: 6/19/2026

Exceptional Healthcare-Prescott

PROJECT #: CUP26-002 Ambulance Service (ground and air with helicopter landing pad)

PROJECT STATUS: ☒ **APPROVED**

☐ **CORRECTIONS REQUIRED**

This notice is to inform you that the requested Conditional Use Permit (CUP) to allow an ambulance service (ground and air with helicopter landing pad) to service Exceptional Healthcare was approved 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 for a new building permit and receive building permit approval for the helistop (fueling, fuel storage, storage, repairing or maintenance of helicopters is prohibited); 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.

The City of Prescott's Board of Adjustment (BOA) voted on June 18, 2026, to approve the request for a Conditional Use Permit located at 4822 E State Route 69; APN: 103-15-160A;. An appeal of the BOA's decision (per Section 9.3.8. Appeal) may be filed within the 30 days following the BOA decision.

More information about Conditional Use Permits is available in the City's Land Development Code (LDC) Section 9.3 (available on the City of Prescott website: www.prescott-az.gov/).

Please contact us at [REDACTED] with any questions you may have.

Respectfully,
PLANNING AND ZONING
CITY OF PRESCOTT



April 1, 2026

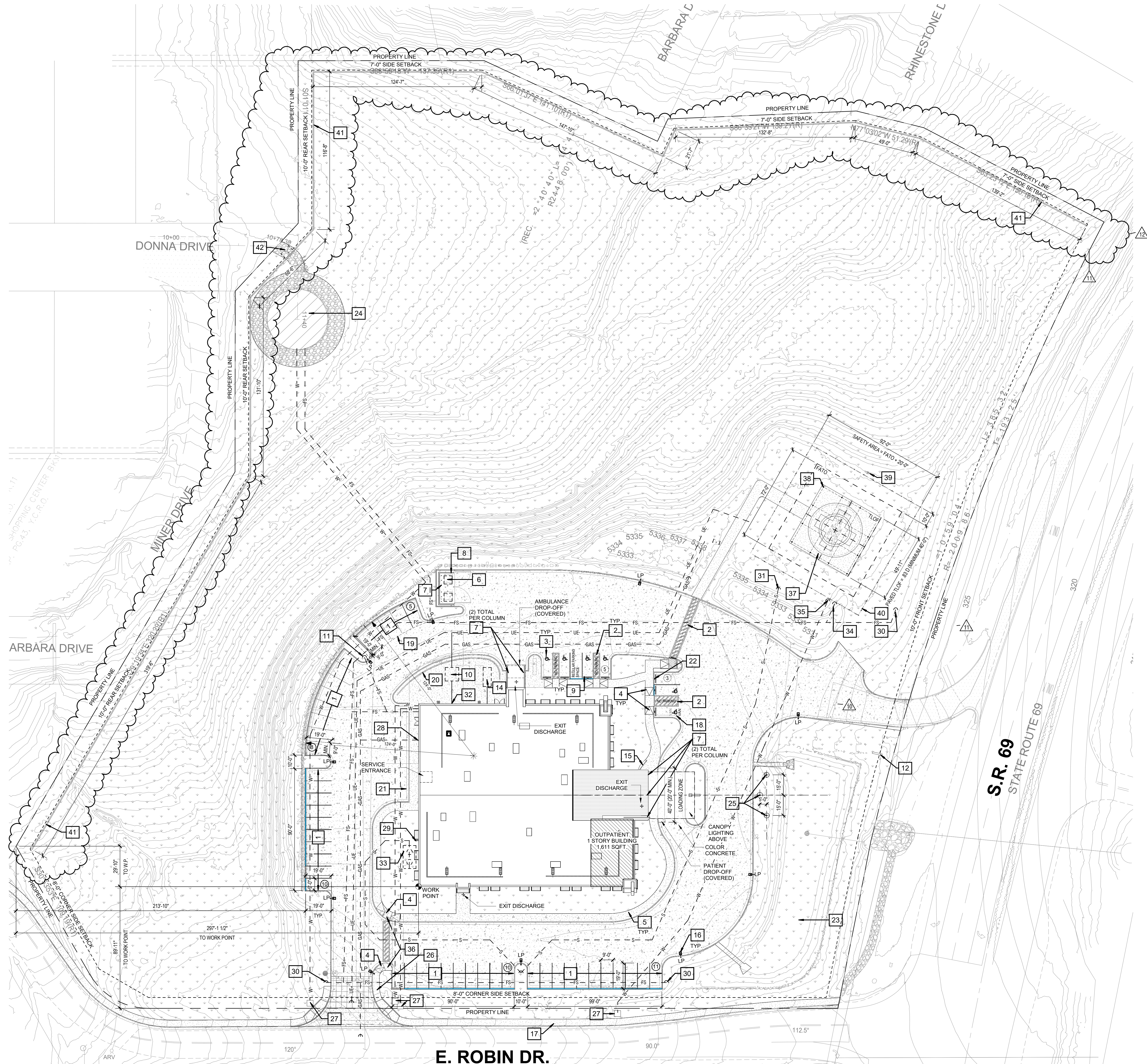
City of Prescott
Planning and Zoning
201 N Montezuma Street,
Prescott, AZ 86301

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

1 SITE PLAN
1" = 30'-0"



SITE PLAN KEYED NOTES BY SYMBOL "XX"

1. PARKING STALL STRIPING
2. PAINTED STRIPING @ CROSS WALK, ACCESSIBLE AISLES
3. PAINTED ACCESSIBLE PARKING STALL SYMBOL
4. ACCESSIBLE CURB RAMP. COORDINATE WIDTH CURB RETURNS. RE: 7/G1.00
5. CONCRETE SIDEWALK/FLATWORK; RE: CIVIL. SOIL CONDITIONING FOR BUILDING SLAB SHALL BE EXTENDED OUT TO INCLUDE AREAS BELOW ALL SIDEWALK/FLATWORK DIRECTLY ADJACENT.
6. 8 YARD DUMPSTER
7. BOLLARDS; 6" STEEL PIPE X 48" HIGH, GROUT FILLED.
8. 8' HIGH CMU WALL W/ SOLID GATES. REFER TO SHEET AS1.2 SITE DETAILS FOR MORE INFORMATION.
9. WHEEL STOP
10. TRANSFORMER & CONCRETE PAD. REF. MEP.
11. FIRE DEPARTMENT CONNECTION. REFER TO CIVIL/MEP
12. MONUMENT SIGN
13. FIRE HYDRANT RE: CIVIL
14. GENERATOR, CONCRETE PAD RE:MEP
15. BICYCLE RACKS PER CITY REQUIREMENTS
16. EXTERIOR SITE LIGHTING RE:MEP
17. CONCRETE SIDEWALK (OUTSIDE OF PROPERTY LINE)
18. VAN ACCESSIBLE PARKING SPACE
19. COVERED PARKING SPACES - FULL CANTILEVER SUPPORTS - RE: SPECIFICATIONS
20. 8' HIGH WALL - REFER TO SHEET AS1.2 FOR DETAILS
21. CART WASHING AREA
22. ACCESSIBLE PARKING SIGN
23. RETENTION POND - RE:CIVIL
24. FIRE STORAGE TANK
25. FLAG POLE LOCATION
26. WALKWAY FROM PUBLIC ACCESS TO FACILITY ENTRANCE
27. 1 1/2" WATER METER (RE:CIVIL)
28. GAS METER LOCATION (RE:MEP)
29. SEWER WATER BACKWATER VALVE
30. PROPOSED FIRE HYDRANT
31. PROPOSED SEWER TO FUTURE SITE - PROVIDE SLEAVE ONLY (RE:CIVIL)
32. ELECTRIC METER - (RE:MEP)
33. GREASE INTERCEPTOR (RE:MEP)
34. INSTALL 8" FIRE SERVICE - RE:CIVIL
35. PROPOSED WATERLINE TO FUTURE SITE - PROVIDE SLEAVE ONLY (RE:CIVIL)
36. PROVIDE TRUNCATED DOMES AT ALL VEHICULAR TRAFFIC CROSSINGS
37. HOSPITAL HELIPORT- PRIVATE USE CONSISTS OF LANDING SURFACE WITH NO FUELING, DEFUELING, MAINTENANCE, REPAIRS, OR STRUCTURES PROVIDING STORAGE OF HELICOPTER - PROVIDE FLATWORK, MARKINGS, LIGHTING, AND WIND CONE PER CIVIL DRAWINGS AND FAA ADVISORY CIRCULAR AC150/5390-2D HELIPORT DESIGN. RE: 12/AS1.2
38. PROVIDE INGROUND LIGHT FIXTURE RE: 13/AS1.2
39. PROVIDE WINDCONE ASSEMBLY INTERNALLY LIT 10' ON CONCRETE RE: 11/AS1.2
40. PROVIDE 5'-0" HIGH CHAIN METAL SECURITY FENCE. PROVIDE GATE
41. PROVIDE MINIMUM 6'-0" HIGH VISUAL AND SOUND BARRIER MANUFACTURED BY STACKWALL - DESIGN BUILD
42. PROVIDE 8'-0" WIDE BY 6'-0" HIGH GATE

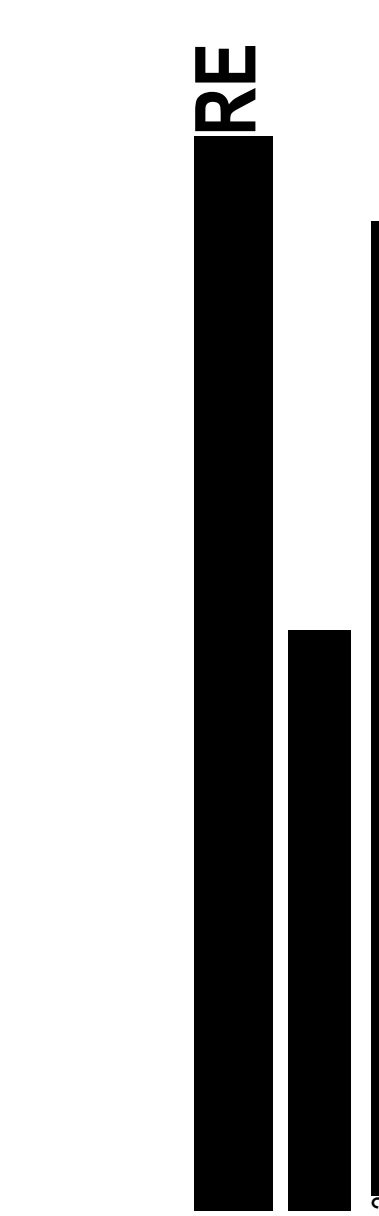
SITE PLAN GENERAL NOTES

1. DO NOT SCALE DRAWINGS.
2. REFER CIVIL ENGINEERING DOCUMENTS FOR ADDITIONAL INFORMATION AND DIMENSION CONTROL.
3. CONFIRM LOCATIONS, QUANTITIES, AND COMPLETENESS OF SITE UTILITIES INSTALLED BY OTHERS.
4. IN NO INSTANCE SHALL PAVING OR FLATWORK DIRECTLY ADJACENT TO THE BUILDING BE HIGHER IN ELEVATION THAN FINISH FLOOR, OR OTHERWISE SLOPE (DRAIN) TO THE BUILDING.
5. IN NO INSTANCE SHALL THE ACCESSIBLE PARKING STALLS, ACCESS AISLES, OR ACCESS ROUTES EXCEED A MAXIMUM SLOPE OF 2% IN ANY DIRECTION, UNLESS NOTED OTHERWISE.
6. PROVIDE FIRE LANE STRIPING AS REQUIRED BY THE FIRE MARSHALL OR LOCAL FIRE AUTHORITY HAVING JURISDICTION.
7. SPACE SIDEWALK/FLATWORK CONTROL JOINTS @ 5'-0" O.C., TYPICAL (U.N.O.) AND EXPANSION JOINTS @ 20'-0" O.C. MAXIMUM (U.N.O.)
8. REFER TO GEOTECHNICAL REPORTS IN CONJUNCTION WITH PROVIDING ALL LABOR, MATERIALS, EQUIPMENT AND SERVICES TO COMPLETE ALL EARTHWORK, EXCAVATION, COMPACTION, IMPACTATION OF FILL OR REMOVAL OF EXISTING MATERIALS AS REQUIRED FOR ALL BUILDING AND SITE CONSTRUCTION AS PART OF THE SCOPE OF THIS WORK.
9. TYPICAL PARKING AREA PAINTED STRIPING SHALL BE 4" WIDE STRIPING PAINTED WITH TWO (2) COATS TRAFFIC WHITE, WITH 7 MIL. DRY FILM THICKNESS PER COAT.
10. REFER LANDSCAPING AND IRRIGATION PLANS FOR PLANTING AND IRRIGATION WORK SCOPE. COORDINATE LOCATION OF IRRIGATION METERS WITH CIVIL. CONFIRM LOCATION OF IRRIGATION CONTROLLER WITH OWNER PRIOR TO ROUGH-IN.
11. CONFIRM LOCATIONS, QUANTITIES, AND COMPLETENESS OF SITE UTILITIES PRIOR TO BEGINNING SERVICE CONNECTIONS TO THE BUILDING. GENERAL CONTRACTOR SHALL COORDINATE UTILITY LOCATIONS AT THE BUILDING WITH CIVIL DRAWINGS AND LOCAL UTILITY COMPANIES.
12. THE GENERAL CONTRACTOR SHALL PROTECT ALL COMPLETED SITE WORK IMPROVEMENTS DURING BUILDING CONSTRUCTION.
13. PRIOR TO SUBMITTING BID, THE GENERAL CONTRACTOR SHALL VISIT THE SITE AND INCLUDE IN BID A COPY OF THE PROVISIONS FOR SITE CONDITIONS THAT CAN BE REASONABLY INFERRED TO IMPACT BUILDING CONSTRUCTION.
14. UNLESS SPECIFIED BY CIVIL/ STRUCTURAL ENGINEER, THE BASIS OF DESIGN FOR SIDEWALKS AND FLATWORK IMMEDIATELY ADJACENT TO THE BUILDING SHALL BE 4" THICK 3000 PSI CONCRETE WITH #3 BARS PLACED 18" O.C.E.W. ON 6" OF CRUSHED AGGREGATE BASE. CONCRETE SIDEWALKS AND FLATWORK SHALL HAVE A STANDARD BROOM FINISH. REFER CIVIL FOR ALL PAVING DESIGN/DETAILS.
15. IN THE EVENT THE BUILDING CONTRACTOR IS DIFFERENT THAN THE SITE CONTRACTOR, THE BUILDING CONTRACTOR SHALL VERIFY THAT BUILDING PAD CONSTRUCTION IS COMPLETE, AND OBTAIN A COPY OF THE PAD CERTIFICATE PRIOR TO START OF BUILDING CONSTRUCTION. FORWARD COPY OF THE BUILDING PAD CERTIFICATE TO THE OWNER AND ARCHITECT.

SITE TABULATION

SITE AREA:	8.93 AC
BUILDING AREA:	20,724 SF
PARKING REQUIRED: (2/BED)	
18 TOTAL BEDS	36
OUTPATIENT 1/150 SF:	11
TOTAL PARKING REQUIRED:	47
PARKING PROVIDED:	52
ACCESSIBLE PARKING: (10%)	6
ACC. PARKING PROVIDED:	6
BICYCLES SPACES:	6
(1 PER 10 SPACES FOR FIRST 50)	
(1 PER 20 FOR REMAINING)	
BICYCLE SPACES PROVIDED:	11
NOTE: SURVEYOR RESPONSIBLE FOR VERIFICATION OF ALL DIMENSIONS	

PROJECT # 2022-05



03/17/2026

PRESCOTT, AZ. 86301

EXCEPTIONAL HEALTHCARE
Hospital - Prescott, Arizona
4822 E. STATE ROUTE 69

4822 E. STATE ROUTE 69

12	REVISION #12-ISSUE FOR HELIPAD PERMIT	03/17/2026
11	REVISION #11-ISSUE FOR HELIPAD PERMIT	03/06/2025
10	REVISION #10	02/20/2025
9	REVISION #9	05/03/2024
2	REVISION #2	01/03/2023

JOB NO: 2022-05

ARCHITECTURAL SITE PLAN

AS1.1

LEGEND

	EXISTING CONTOURS		EXISTING UNDERGROUND LINE		EXISTING TELEPHONE SVC
	PROPERTY LINE		EXISTING OVERHEAD UTILITY		EXISTING WATER VALVE
	CENTERLINE STREET		BASIS OF BEARING		PROPOSED SEWER CLEANOUT
	EASEMENT		EXISTING SPOT ELEVATION		LOT CORNER
	EXISTING FEATURE		EXISTING POWER POLE		PROPOSED SANITARY SEWER MANHOLE
	EXISTING SEWER		EXISTING WATER METER		EXISTING ASPHALT
	PROPOSED SEWER		EXISTING SIGN		
	PROPOSED WATER		PROPOSED RETAINING WALL		
			EXISTING CHAINLINK FENCE		
			PROPOSED GUARDRAIL		

LINE TABLE

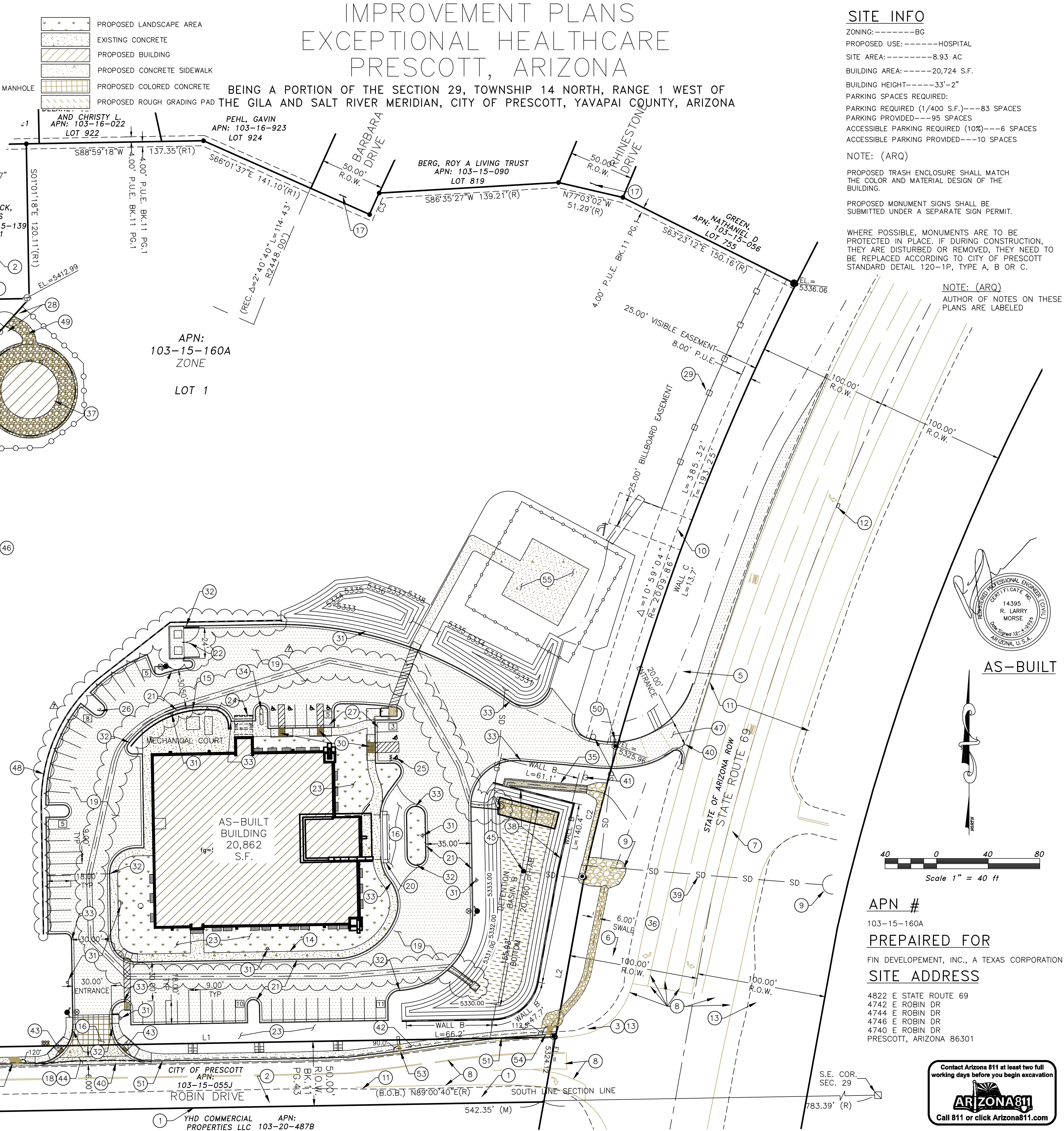
LINE	LENGTH	BEARING
L1	508.85 (R)	N89°00'40"E (R)
L2	126.16 (K)	N10°12'02"E (R)

CURVE TABLE

CURVE	TANGENT	RADIUS	LENGTH	DELTA
C1	28.92 (R)	50.00 (R)	52.44 (R)	60°05'27" (R)
C2	104.20 (R)	2009.86 (R)	104.21 (R)	2°58'15" (R)
C3	9.10 (R)	2713.00 (R)	18.19 (R)	0°23'03" (R)

SITE PLAN KEYNOTES

- EXISTING POWER POLE
- EXISTING OVERHEAD UTILITY
- EXISTING STREET LIGHT
- EXISTING CMP CULVERT
- EXISTING R5-1 SIGN (TO BE RELOCATED)
- EXISTING R3-SR SIGN
- EXISTING MEDIAN (A.D.O.T.)
- EXISTING PAINTED LINE
- EXISTING HEADWALL (PROTECT IN PLACE)
- EXISTING MONUMENT SIGN
- EXISTING EDGE OF PAVEMENT
- EXISTING DRAINAGE INLET (A.D.O.T.)
- EXISTING SIGNAL LIGHT POLE
- AS-BUILT CONCRETE WALKWAY
- AS-BUILT SCREEN WALL
- AS-BUILT COLORED CONCRETE AREA (SEE ARCHITECTURAL)
- INSTALLED TYPE "A" BARRICADE PER MAG STD. DETAIL NO. 130
- INSTALLED RETURN TYPE DRIVEWAY PER QUAD CITY STD. DETAIL NO. 251Q (SEE DETAILS SHEET C2)
- INSTALLED AC
- AS-BUILT COVERED PATIENT DROP-OFF
- INSTALLED TYPE "A" SINGLE CURB PER MAG. STD. DETAIL NO. 222 (SEE DETAILS SHEET C2)
- AS-BUILT TRASH ENCLOSURE
- AS-BUILT LANDSCAPE AREA
- AS-BUILT COVERED AMBULANCE DROP-OFF
- ACCESSIBLE VAN PARKING
- INSTALLED FIRE DEPARTMENT CONNECTION F.D.C.
- AS-BUILT WHEEL STOP (TYP.)
- EXISTING EDGE OF DIRT ROAD
- INSTALL 217' L.F. OF PERMANENT SILT FENCE
- AS-BUILT A.D.A. ACCESSIBLE RAMP
- INSTALLED FIRE LANE NO PARKING SIGN
- START RED PAINTED FIRE LANE CURB STENCILED FIRE LANE ON CURB
- END RED PAINTED FIRE LANE CURB STENCILED FIRE LANE ON CURB
- AS-BUILT MONUMENT SIGN
- AS-BUILT CONCRETE DOWN DRAIN
- 6.00' DIRT SWALE (SEE DETAIL ON SHEET C5A)
- AS-BUILT 40' 1-5/16" FIRE STORAGE TANK (SEE FIRE STORAGE TANK IMPROVEMENT PLANS)
- AS-BUILT RETAINING WALL (SEE DETAILS ON SHEET C5)
- EXISTING A.D.O.T. 24" CMP CULVERT
- AS-BUILT EDGE OF CONCRETE PAVEMENT
- INSTALLED R5-1 SIGN
- INSTALLED SIDEWALK PER QUAD CITY STD. DETAIL NO. 230Q (SEE DETAILS SHEET C2)
- INSTALLED LOCAL STREET SIDEWALK RAMP PER QUAD CITY STD. DETAIL NO. 231Q (SEE DETAILS SHEET C2)
- INSTALLED 6" VALLEY GUTTER & SPANDRELS PER QUAD CITY STD. DETAIL NO. 240Q-1 (SEE DETAIL ON SHEET C5A)
- INSTALLED 24" INLET DROP STRUCTURE (SEE DETAILS ON SHEET C6)
- INSTALLED 315" L.F. W-BEAM GUARDRAIL, MOS. BLOCKED-OUT TIMBER POST PER A.D.O.T. STD. DETAIL NO. C-10.03
- INSTALLED RETURN TYPE DRIVEWAY PER QUAD CITY STD. DETAIL NO. 251Q (RIGHT IN ONLY)
- 2' WALL W/ 3' V-DITCH (SEE DETAILS ON SHEET C5)



SITE INFO

ZONING:-----BG
PROPOSED USE:-----HOSPITAL
SITE AREA:-----8.93 AC
BUILDING AREA:-----20,724 S.F.
BUILDING HEIGHT:-----33'-2"
PARKING SPACES REQUIRED:
PARKING REQUIRED (1/400 S.F.)---83 SPACES
PARKING PROVIDED---95 SPACES
ACCESSIBLE PARKING REQUIRED (10%)---6 SPACES
ACCESSIBLE PARKING PROVIDED---10 SPACES

NOTE: (ARQ)
PROPOSED TRASH ENCLOSURE SHALL MATCH THE COLOR AND MATERIAL DESIGN OF THE BUILDING.
PROPOSED MONUMENT SIGNS SHALL BE SUBMITTED UNDER A SEPARATE SIGN PERMIT.

WHERE POSSIBLE, MONUMENTS ARE TO BE PROTECTED IN PLACE. IF DURING CONSTRUCTION, THEY ARE DISTURBED OR REMOVED, THEY NEED TO BE REPLACED ACCORDING TO CITY OF PRESCOTT STANDARD DETAIL 120-1P, TYPE A, B OR C.

NOTE: (ARQ)
AUTHOR OF NOTES ON THESE PLANS ARE LABELED

callaway
architecture

ALL DRAWINGS AND WRITTEN MATERIAL APPEARING HEREIN CONSTITUTE ORIGINAL AND UNPUBLISHED WORK OF THE ARCHITECT AND MAY NOT BE DUPLICATED, USED OR DISCLOSED WITHOUT WRITTEN CONSENT OF ARCHITECT

ENGINEERING LLC
En. Insain. and Sains
ARQ
CHARTERED PROFESSIONAL ENGINEER (CIVIL)
CERTIFICATE NO. 14395
R. LARRY MORSE
ARIZONA, U.S.A.

Exceptional Healthcare
Prescott, AZ
FIN Development Inc.
A Texas Corporation

Project Number
8056-04-02
Civil Site Plan Sheet
Set Date
December 4, 2025

No.	Description	Date
1	WALL CLARIFICATIONS	2-23-22
2	REVIEW COMMENTS-021	4-5-22
3	REVIEW COMMENTS-012	5-6-22
4	REVIEW COMMENTS-021	6-3-22
5	REVIEW COMMENTS-021	7-14-22
6	REVIEW COMMENTS-012	10-4-22
7	REVIEW COMMENTS-013	11-3-25

SHEET NO.

C3

LEGEND

	EXISTING CONTOURS		EXISTING UNDERGROUND LINE		EXISTING TELEPHONE SVC		EXISTING LANDSCAPE AREA
	PROPERTY LINE		EXISTING OVERHEAD UTILITY		EXISTING WATER VALVE		EXISTING CONCRETE
	CENTERLINE STREET		BASIS OF BEARING		PROPOSED SEWER CLEANOUT		PROPOSED CONCRETE BUILDING
	EASEMENT		EXISTING SPOT ELEVATION		LOT CORNER		PROPOSED CONCRETE SIDEWALK
	EXISTING FEATURE		EXISTING POWER POLE		PROPOSED SANITARY SEWER MANHOLE		PROPOSED COLORED CONCRETE
	EXISTING SEWER		EXISTING WATER METER		EXISTING ASPHALT		
	PROPOSED SEWER		EXISTING SIGN				
	PROPOSED WATER		PROPOSED RETAINING WALL				

GRADING NOTES: (ARQ)

- THE UNDERSIGNED CIVIL ENGINEER, "OR ASSIGNED REPRESENTATIVE" IF SO RETAINED BY SPECIFIC SEPARATE CONTRACT, WILL OBSERVE THE GRADING AND ACCEPT THE RESPONSIBILITY FOR PROFESSIONAL INSPECTIONS IN ACCORDANCE WITH SECTION 3317 OF THE UNIFORM BUILDING CODE AND MUST BE SIGNED AND DATED. THE CIVIL ENGINEER ALSO SHALL BE RESPONSIBLE FOR THE PREPARATION OF REVISED PLANS AND THE SUBMISSION OF AS-GRADED PLANS UPON COMPLETION OF WORK.
- ENGINEER MUST SET GRADE STAKES FOR ALL DRAINAGE DEVICES. THE CONTRACTOR SHALL OBTAIN ALL NECESSARY INSPECTIONS BEFORE POURING.
- NO FILL TO BE PLACED UNTIL PREPARATION OF THE ORIGINAL GROUND IS APPROVED.
- NO ROCKS GREATER THAN 6 INCHES IN DIAMETER MAY BE PLACED IN FILL.
- ALL FILLS SHALL BE COMPACTED TO A MINIMUM OF 90% OF MAXIMUM DENSITY.
- NUMBER OF TESTS TO BE MADE SHALL BE 1 TEST PER 2' FILL, OR 1 TEST PER 1000 C.Y., WHICHEVER IS GREATER.
- THE ENGINEER SHALL DETERMINE THE PLACING AND COMPACTION METHODS AS WELL AS EQUIPMENT TO BE USED.
- THE ENGINEER SHALL APPROVE THE BORROW LOCATION FOR FILL MATERIAL.
- THE ENGINEER SHALL SUBMIT A CERTIFIED COMPACTION TEST REPORT AND OBTAIN APPROVAL PRIOR TO FOUNDATION INSPECTION.
- THE INSPECTOR IS TO BE CONTACTED TO SCHEDULE A SITE PRE-GRADING MEETING 48 HOURS PRIOR TO START OF GRADING.
- A GEOTECHNICAL INVESTIGATION AND REPORT HAS BEEN ORDERED.

DETENTION CALCULATION

- 100-YEAR STORM:
- PEAK DISCHARGE Q100: IDF CURVE REPORT FOR PRESCOTT CITY
 - AVERAGE RAINFALL INTENSITY= 9.43 IN/HR
 - DURATION TC = 5 MIN
- PRE-DEVELOPED:
- Q100 = 26.63 CFS
- POST-DEVELOPED AREA:
- Q100 = 9.19 CFS

NAME	PROVIDED VOLUME, CF	BOTTOM	TOP
A1	6202 AB	5333.1'AB	5336.2'AB
A2	3312 AB	5329.8'AB	5333.9'AB
B	20,504 CF	5329.5'AB	5333.0'AB

BENCHMARK

DATUM: NAVD-88
CITY OF PRESCOTT G.P.S. INVENTORY POINT NO. A-341
A DISK IN CONCRETE AT THE CENTER OF THE CUL-DE-SAC AT THE WEST END OF BAR CIRCLE A IN THE RANCH AT PRESCOTT UNIT IX "MYSTIC HEIGHTS".
ELEV.=5740.55

FLOOD ZONE CLASSIFICATION

SUBJECT PROPERTY IS LOCATED IN ZONE "X" DEFINED AS
"AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOOD PLAIN"
FROM FLOOD ZONE MAP 04025C2095F
EFFECTIVE ON 6/6/2001

GROSS LAND AREA

LOT 1
376,930 SQUARE FEET
8.65 ACRES

GRADING KEYNOTES

- 1' SAW-CUT LINE
- AS-BUILT 2' CURB OPENING
- EXISTING HEADWALL
- EXISTING A.D.O.T. CMP CULVERT
- AS-BUILT CONTRASTING CONCRETE
- AS-BUILT ROOF DOWNSPOUT W/DRAIN PIPE (SEE ROOF PLANS)
- PLACED D50=10" RIP-RAP PER CITY OF PRESCOTT GES
- AS-BUILT RETAINING WALL (SEE DETAILS ON SHEET C5)
- INSTALLED 81' L.F. 18" CMP CULVERT @ 3.3% SLOPE (SEE PROFILE DRAIN C ON SHT. C5)
- PLACED D50=10" RIP-RAP PER CITY OF PRESCOTT GES
- INSTALLED 24" INLET DROP STRUCTURE (SEE DETAILS ON SHEET C5A)
- 2' WALL W/ 3' V-DITCH (SEE DETAILS ON SHEET C5)
- INSTALLED HEADWALL PER MAG STD. DTL. NO 501-4
- INSTALLED 45' L.F. 24" CMP CULVERT @ 3.0% SLOPE (SEE PROFILE DRAIN B ON SHT C5)
- INSTALLED 53' L.F. 12" CMP CULVERT @ 0.7% SLOPE (SEE PROFILE DRAIN E ON SHT. C5)
- INSTALLED 59' L.F. 24" CMP CULVERT @ 10.7% SLOPE (DRAIN A)
- INSTALLED CATCH BASIN TYPE "B" PER MAG STD. DETAIL. NO. 531
- AS-BUILT OVERFLOW SPILLWAY AND RIP-RAP (SEE OVERFLOW SPILLWAY DETAIL ON SHT. C4A)
- 6'x6' SPLASH PAD, 4" THICK W/ #10 6x6 WWF.
- INSTALLED 2' DEEP D50=8" 2500 PSI GROUTED RIP-RAP (SEE DETAIL ON SHT. C5)
- 6.00' SWALE (SEE DETAIL ON SHEET C5A) RIP-RAP PER ADOT STD DETAIL ES2
- SCOURED BASIN 2' DEEP D50=6" RIP-RAP (SEE DETAIL SHEET C5)
- AS-BUILT CROWN DITCH (SEE DETAIL ON SHT. C5)
- INSTALLED 217' L.F. OF PERMANENT SILT FENCE
- INSTALLED 6' WIDE CONCRETE SCUPPER PER MAG STD. DETAIL. NO. 206 (SEE DETAILS ON SHEET C7)
- INSTALLED 12" WIDE CONCRETE SCUPPER PER MAG STD. DETAIL. NO. 203 (SEE DETAILS ON SHEET C5)
- INSTALLED 12" HIGH CHECK DAMS PER ADOT STD. DETAIL ES10
- INSTALLED 6' WIDE CONCRETE SCUPPER PER MAG STD. DETAIL. NO. 203 (SEE DETAILS ON SHEET C5)

IMPROVEMENT PLANS EXCEPTIONAL HEALTHCARE PRESCOTT, ARIZONA

BEING A PORTION OF THE SECTION 29, TOWNSHIP 14 NORTH, RANGE 1 WEST OF THE GILA AND SALT RIVER MERIDIAN, CITY OF PRESCOTT, YAVAPAI COUNTY, ARIZONA

ESTIMATED QUANTITIES:

ITEM	UNIT DESCRIPTION	QUANTITY	UNIT
1	PARKING LOT (6" CONCRETE ON 4" ABC)	75,097	SF
2	4" CONCRETE SIDEWALK	10,033	SF
3	6" COLORED CONCRETE AREA	1,995	SF
4	6" SINGLE CURB	3,531	LF
5	MONUMENT SIGN	2	EACH
6	TRASH ENCLOSURE	1	EACH

ESTIMATE OF EARTHWORK QUANTITIES:

MASS EXCAVATION	
SUBGRADE	1,031 C.Y.
EXCAVATION (CUT)	97,915 C.Y.
EMBANKMENT (FILL) ESTIMATED SHRINKAGE (20%)	8,900 C.Y.
PAVEMENT & AGGREGATE BASE (IMPORT)	2,318 C.Y.
TOTAL NET EXPORT	85,666 C.Y.

NOTE: THESE QUANTITIES ARE ENGINEERS VOLUME CALCULATIONS ADJUSTED TO SUBGRADE. THE CONTRACTOR SHALL BE RESPONSIBLE TO CALCULATE HIS OWN QUANTITIES. ANY EXCESS DIRT CREATED FROM PROJECT SHALL BE REMOVED FROM THE SITE.

callaway
architecture

ALL DRAWINGS AND WRITTEN MATERIAL APPEARING HEREIN CONSTITUTE ORIGINAL AND UNPUBLISHED WORK OF THE ARCHITECT AND MAY NOT BE DUPLICATED, USED OR DISCLOSED WITHOUT WRITTEN CONSENT OF ARCHITECT

ENGINEERING LLC

ARQ



AS-BUILT

Exceptional Healthcare
Prescott, AZ

FIN Development Inc.
A Texas Corporation

Project Number
8056-04-02

Civil Grading Plan Sheet

Set Date
December 4, 2025

No.	Description	Date
1	WALL CLARIFICATIONS	2-23-22
2	REVIEW COMMENTS-021	4-5-22
3	REVIEW COMMENTS-012	5-6-22
4	REVIEW COMMENTS-021	6-3-22
5	REVIEW COMMENTS-021	7-14-22
6	REVIEW COMMENTS-012	10-4-22
7	REVIEW COMMENTS-013	11-3-25

SHEET NO.

C4

RIGHT-IN ONLY DRIVEWAY DETAIL

SCALE - 1"=30'

- 1 EXISTING EDGE OF PAVEMENT
- 2 1' SAW-CUT LINE
- 3 PROPOSED R5-1 SIGN
- 4 INSTALL CATCH BASIN TYPE "B" PER MAG STD. DETAIL. NO. 531
- 5 INSTALL 12" CMP CULVERT

NOTES (ARQ)

ZONING & BUILDING SETBACKS SHOULD BE VERIFIED WITH CITY COMMUNITY DEVELOPMENT DEPT. PRIOR TO ANY DESIGN.

EASEMENTS SHOWN PER THE RECORD PLAT.

ALL BLUESTAKE SHOWN IS FROM FILED DATA AND SHOULD BE VERIFIED PRIOR TO ANY DESIGN.

THE BEARINGS AS SHOWN HEREIN ARE BASED ON THE CITY OF PRESCOTT GRID COORDINATE

NOTE: (ARQ)

AUTHOR OF NOTES ON THESE PLANS ARE LABELED

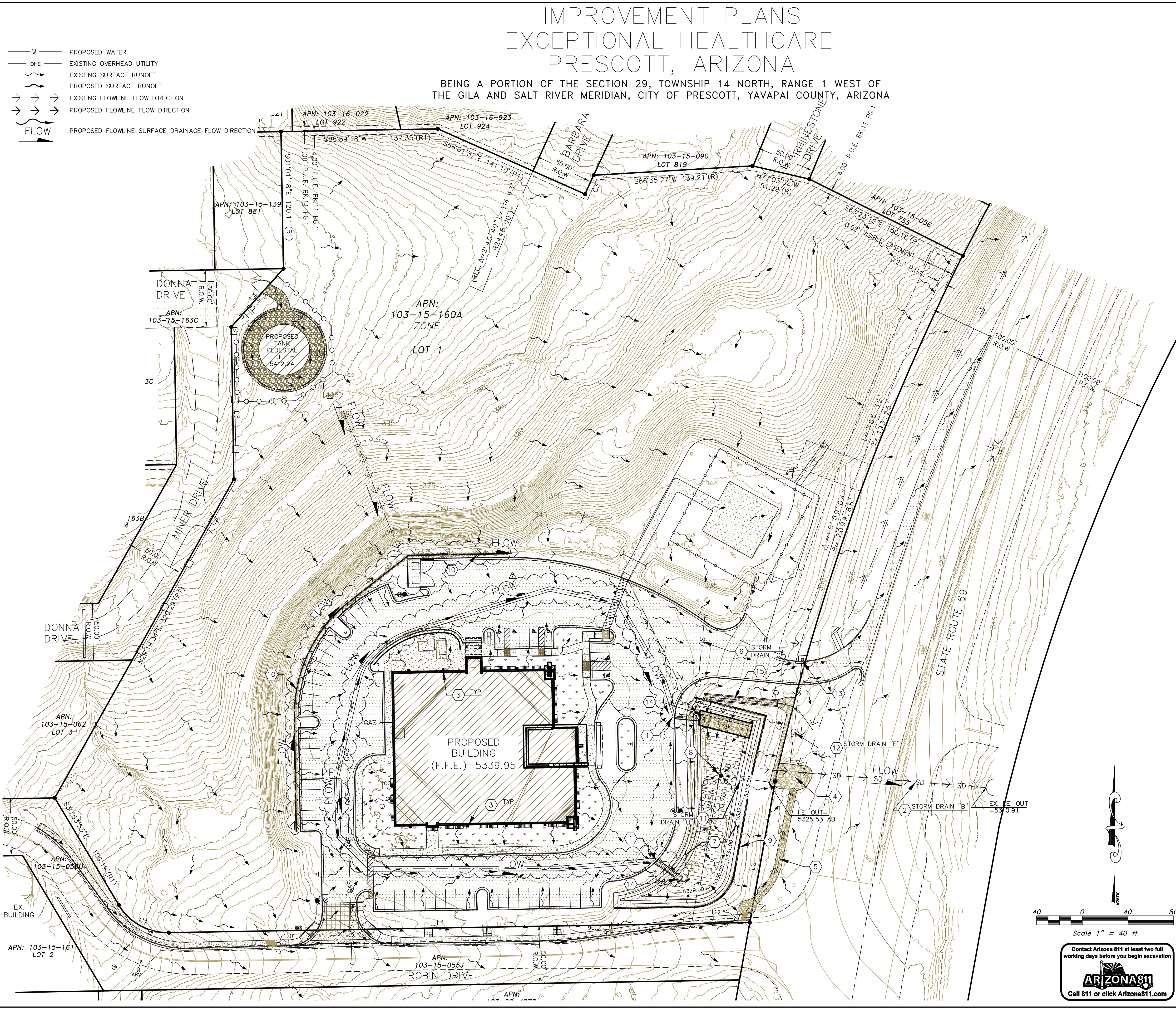


LEGEND

- 5449
5450
- EXISTING CONTOURS
- PROPERTY LINE
- CENTERLINE STREET
- EASEMENT
- EXISTING FEATURE
- EXISTING TELEPHONE SVC
- EXISTING WATER VALVE
- PROPOSED SEWER CLEANOUT
- LOT CORNER
- PROPOSED SANITARY SEWER MANHOLE
- EXISTING ASPHALT
- EXISTING LANDSCAPE AREA
- EXISTING CONCRETE
- PROPOSED BUILDING
- PROPOSED CONCRETE SIDEWALK
- PROPOSED COLORED CONCRETE
- EXISTING POWER POLE
- EXISTING WATER METER
- EXISTING SIGN
- PROPOSED RETAINING WALL

DRAINAGE KEYNOTES

1. PROPOSED 2' CURB OPENING
2. EXISTING A.D.O.T. CMP CULVERT
3. PROPOSED ROOF DOWNSPOUT W/DRAIN PIPE (SEE ROOF PLANS)
4. PROPOSED D50=10" RIP-RAP PER CITY OF PRESCOTT GES
5. PROPOSED 6.00' SWALE (SEE DETAIL ON SHEET C5A)
6. PROPOSED 18" CMP CULVERT @ 3.3% SLOPE (SEE PROFILE DRAIN C ON SHT. C5)
7. PROPOSED D50=10" RIP-RAP PER CITY OF PRESCOTT GES
8. PROPOSED 24" INLET DROP STRUCTURE (SEE DETAILS ON SHEET C5A)
9. PROPOSED RETAINING WALL (SEE DETAILS ON SHEET C5)
10. 2' WALL W/ 3' V-DITCH (SEE DETAILS ON SHEET C5)
11. PROPOSED 24" CMP CULVERT @ 2.0% SLOPE (SEE PROFILE DRAIN B ON SHT C5)
12. PROPOSED 12" CMP CULVERT @ 0.7% SLOPE (SEE PROFILE DRAIN E ON SHT. C5)
13. PROPOSED CATCH BASIN TYPE "B" PER MAG STD. DETAIL NO. 531
14. PROPOSED 6X6 CONCRETE SPLASH PAD
15. PROPOSED OVERFLOW SPILLWAY (SEE OVERFLOW SPILLWAY DETENTION BASIN B DETAIL THIS SHEET)



Scale 1" = 40 ft

ARIZONA811

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ENGINEERING LLC
Engineering and Survey

ARQ
REGISTERED PROFESSIONAL ENGINEER
SURVEYOR
14395
R. LARRY MORSE
Exp. 12/31/2024
ARIZONA, U.S.A.

AS-BUILT

Exceptional Healthcare
Prescott, AZ

FIN Development Inc.
A Texas Corporation

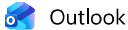
Project Number
8056-04-02

Civil Drainage Plan
Sheet

Set Date
December 4, 2025

No.	Description	Date
1	WALL CLARIFICATIONS	2-23-22
2	REVIEW COMMENTS-021	4-5-22
3	REVIEW COMMENTS-012	5-6-22
4	REVIEW COMMENTS-021	6-3-22
5	REVIEW COMMENTS-021	7-14-22
6	REVIEW COMMENTS-012	10-4-22
7	REVIEW COMMENTS-013	11-3-25

SHEET NO.
C4A



Fw: HELIPORT FROM H*LL SHOULD HAVE BEEN GIVEN A STOP WORK ORDER IN AUGUST 2024 WHEN THE UNPERMITTED HELIPAD/DRAINAGE WAS FIRST REPORTED TO THE CITY -THE CITY GIFT THAT KEEPS ON GIVING

From Sarah Thornhill [REDACTED]
Date Fri 8/21/2026 12:17 PM
To [REDACTED]
Cc [REDACTED]

Good Afternoon Comm Dev Staff, please forward the below to BOA Members as requested.

Thank you.

Sarah M. Thornhill
City Clerk



From: Ann Friday [REDACTED]
Sent: Friday, August 21, 2026 11:48 AM

Subject: HELIPORT FROM H*LL SHOULD HAVE BEEN GIVEN A STOP WORK ORDER IN AUGUST 2024 WHEN THE UNPERMITTED HELIPAD/DRAINAGE WAS FIRST REPORTED TO THE CITY -THE CITY GIFT THAT KEEPS ON GIVING

MS. THORNHILL, PLEASE DISTRIBUTE TO THE BOARD OF ADJUSTMENT MEMBERS. THANK YOU. ANN FRIDAY

THE CITY OF PRESCOTT CONTINUES TO PRETEND THIS WAS UNKNOWN AT THE TIME, WHEN THEY KNEW AND KNOW THAT THE UNPERMITTED HELIPAD/DRAINAGE HAD ALREADY BEEN REPORTED TO THE CITY BY INSPECTOR DILLON SCHIFFLEA ON AUGUST 13, 2024, PRIOR TO THE BOARD OF ADJUSTMENT HEARING (BOA) NOV 2024. THE BOARD APPROVED IT AFTER IT WAS ALREADY BUILT. IT IS STILL UNPERMITTED TODAY:

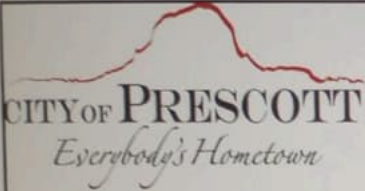
THE CITY PRETENDS TO NOT HAVE KNOWN THAT ALL EXCEPTIONAL HOSPITALS HAVE HELIPORTS AS PART OF THEIR BUSINESS PLAN. IT HAS BEEN PROVEN THAT THE ORIGINAL 2021 APPLICATION SUBMITTED TO CITY STAFF TAMMY DEWITT HAD A HELIPORT WITH HELIPORT NOTES ON IT, WHICH SHE CONTINUES TO INCORRECTLY CALL A HELISTOP, WHICH IT IS NOT. THE FAA LISTS IT AS 38AZ HELIPORT -

38AZ **Exceptional Community Hospital Heliport**
Prescott, Arizona, USA

TO BYPASS THE REQUIRED REZONING PROCESS FOR AIRCRAFT OPERATIONS REQUIRING A SPECIAL USE PERMIT WHICH NEVER GOES THRU BOA, NEVERTHELESS IN A BOA NOV 2024 MEETING WITH DEWITT PRESENTING AND DALLIN KIMBLE ACTING AS CITY ATTORNEY, AND WITH TED GAMBOGI PRESENT WHO HAD APPROVED THE HOSPITAL IN 2022 BUT NEVER QUESTIONED THE MISSING HELIPORT, THE CITY BOARD OF ADJUSTMENT APPROVED THIS HELIPORT BASED ON MISINFORMATION PRESENTED TO THEM BY THE CITY OF PRESCOTT IN THEIR NOV 2024 MEETING.

DURING THAT NOV 2024 BOA MEETING, NEITHER DEWITT NOR KIMBLE ACKNOWLEDGED THAT THEIR PRETENDING THE CITY DIDN'T KNOW ABOUT THE HELIPORT FROM THE BEGINNING WAS FALSE. DEWITT ALSO HAD PROMISED ONE OF THE AFFECTED DIAMOND VALLEY RESIDENTS WHO HAD COMPLAINED TO HER THAT THE HOSPITAL HAD ALREADY CONSTRUCTED THE CONCRETE PAD AND IT LOOKED LIKE A DONE DEAL, THAT SHE WOULD BRING IT UP IN THE BOA HEARING. SHE NEVER MENTIONED IT.

THE CITY SHOULD HAVE ON AUGUST 13, 2024, UPON DISCOVERY OF THE NON PERMITTED CONCRETE LANDING PAD, ISSUED A STOP WORK ORDER BUT THEY DID NOT DO SO.

 Permit Inspections City of Prescott					
7/24/2024	7/24/2024	PW - GRADING	Dillon Schiffilea	PROCEED	
Notes: Contractor continued to haul of material from excavation.					
8/13/2024	8/13/2024	PW - GRADING	Dillon Schiffilea	PROCEED	Heli pad/ drainage
Notes: Met with contractor regarding concerns involving changes to the plans without being submitted to COP for approval upon being constructed. Contractor is aware of the concerns and choses to proceed.					
8/22/2024	8/22/2024	PW - EROSION AND SEDIMENT CONTROL	Dillon Schiffilea	PROCEED	

Specifically, on August 13, 2024, under the heading "helipad/drainage," inspector Dillon Schiffilea noted that "Met with contractor regarding concerns involving changes to the plans without being submitted to COP for approval upon being constructed. Contractor is aware of the concerns and chooses to proceed."

Notice that the City of Prescott in that month Aug 13, 2024 allowed the unapproved non permitted Heli pad construction to PROCEED. Who OK'd this at the city? City Manager Dallin Kimble told me on Feb 28, 2025 he does not know who allowed it to proceed. He says they were told to stop and to go thru Board of Adjustment, but no paper Stop Work Order was ever produced.

TODAY THE REQUIRED ENGINEER STAMP IS NO LONGER AVAILABLE SINCE THE ENGINEER RETIRED AND IS GONE ON VACATION.

DEWITT NOW SAYS THE BUILDING PERMIT FOR THE 'HELISTOP' IS OUT FOR CORRECTIONS. TAMMY, THE BUILDING PERMIT FOR THE 38AZ HELIPORT WAS DUE IN JULY TWO YEARS AGO WHEN THEY FIRST CONSTRUCTED IT WITHOUT A PERMIT AND WHEN IT WAS REPORTED TO YOU, AND THE CITY DID NOTHING ABOUT IT TWO YEARS AGO. STILL TODAY, THE ENGINEERING FOR THE HELIPORT IS DEFICIENT.

"Community Planner Tammy DeWitt said that the wall and landscaping were finished, and the building permit on those will be closed out soon. She said the hospital applied for the building permit for the helistop in mid-July, but the permit is still out for corrections.

"We did hear from the applicant when we've been asking for updates. They're having problems. Their engineer retired before they could stamp the revised plans, so they're trying to find an engineer right now," DeWitt said."

ALSO, THE HOSPITAL HAD PROMISED THE PRIOR CITY COUNCIL THEY WOULD MAKE THE EXTREME SLOPE CUT LANDSCAPED AND ATTRACTIVE. THEY DID NOT KEEP THEIR WORD ON THAT EITHER.

THE LAUGHABLE "SOUNDPROOFING" BLOCK WALL IS THE CHEAPEST UGLIEST BLOCK WALL I HAVE EVER SEEN, AND ADDING A FEW SCRAGGLY TREES DID NOT HELP IN SCREENING OR ATTRACTIVENESS.

I WILL END BY NOTING THAT NO CRITICAL PATIENTS ARE EVER FLOWN INTO THIS NON TRAUMA HOSPITAL BY HELICOPTER. THE PURPOSE OF THE HELICOPTER IS TO FLY CRITICAL PATIENTS OUT THAT THE HOSPITAL IS UNABLE TO TREAT, PATIENTS THAT SHOULD NEVER HAVE GONE THERE TO BEGIN WITH. ANN FRIDAY
PRESCOTT AZ

Helicopter permit for hospital up in air again

- [By BRODIE GREENE, The Daily Courier](#)
- 14 hrs ago



The conditional use permit allowing the Exceptional Community Hospital to continue its ground and air ambulance services could be revoked a second time, just two months after the Board of Adjustment approved the permit with certain conditions that had to be met by July 31.

The June 2026 approval came after the permit was revoked in June 2025 due to complaints from the community and non-compliance.

Conditions for approval included the installation of a six-foot screening wall along the North and West property lines, the addition of landscaping along the front of the property on Highway 69, and the approval of a building permit for the helistop. It was noted during the Thursday, Aug. 20 meeting that several of these remained in progress, but the initial approval required completion of the three conditions and the completion of a final inspection by July 31.

Community Planner Tammy DeWitt said that the wall and landscaping were finished, and the building permit on those will be closed out soon. She said the hospital applied for the building permit for the helistop in mid-July, but the permit is still out for corrections.

"We did hear from the applicant when we've been asking for updates. They're having problems. Their engineer retired before they could stamp the revised plans, so they're trying to find an engineer right now," DeWitt said.

Blake Moscatello, an attorney who spoke on behalf of Exceptional Healthcare, said the company expects everything to be completed except for the pending building permit. They have not found a new engineer, he said.

"Last I heard, they reached out to him and he retired and he was driving an RV across the country, and he basically said 'I'm not doing that anymore,'" Moscatello said.

DeWitt told the board they had three options: revoke the permit and begin the violation process, defer the topic to another meeting, allowing more time. The board ultimately voted 6-0 to defer the decision to the Sept. 17 Board of Adjustment meeting.

Board Member Thomas Davis said he felt that deferring it until a later meeting was appropriate.

"I think that the applicant has made a good-faith effort to get through those four conditions as best as possible," Davis said. The violation process, if the board had chosen it, could cost the hospital up to \$2,500 in fines each day, the city's prosecutor said at the June meeting.

The four members of the public who spoke at the meeting were opposed to the permit being extended. Terry Sapio, a Prescott resident and retired pilot, said it appears as though the hospital "put the cart before the horse" in the permitting process. He said it seems as though the hospital has learned it's easier to ask for forgiveness than meet the requirements. "When you have a helipad that is located in, maybe at best, a marginal location due to the proximity of terrain, power lines, homes and highway, you would think that Exceptional Care Incorporated would bend over backwards to have everything done on time, as required," Sapio said. "I am asking that you revoke the conditional use permit until they've met all the requirements in detail as they should have from the very beginning."

On Oct 9, 2024, at 8:15 AM, Tammy Dewitt wrote:

Good Morning,

We just found out about the helipad being there on Friday. They did not get a permit or approval from the

City before constructing it. **The Board of Adjustment will take that into consideration when making their decision whether to allow the helipad to continue to be there and get permitted.** Any decision made by the

Board of Adjustment is appealable to Superior Court.

Please feel free to contact me with any other questions.

Cheers,

Tammy

Tammy DeWitt

Community Planner

Community Development

From:

Sent: Tuesday, October 8, 2024 5:53 PM

To: Tammy Dewitt

Subject: Re: Helicopter landing pad

Hi Tammy,

I live about 100 yards west of the hospital, on Robin Drive, and I can see workers preparing the helicopter pad for concrete. Sure looks like a done deal to me.

TAMMY NEVER MENTIONED THE LACK OF THE CITY PERMIT OR CITY APPROVAL IN THE BOA HEARING ONLY THREE WEEKS LATER. NEITHER DID THE CITY MANAGER KIMBLE OR COUNCIL MEMBER GAMBONI, BOTH OF WHOM WERE PRESENT FOR THE ENTIRE MEETING.

THEREFORE, THE BOARD OF ADJUSTMENT MEMBERS WERE MISLED TWO YEARS AGO WHEN THEY GRANTED APPROVAL OF A PROJECT THAT NEVER SHOULD HAVE GONE TO THEM SINCE IT REQUIRED A SPECIAL USE PERMIT FOR AIRCRAFT OPERATIONS AND NEEDED TO GO INSTEAD BEFORE CITY COUNCIL FOR A VOTE.

I REPORTED MANY OF THESE FACTS TO AIRPORT DIRECTOR RICK CRIDER WHO NEVER RESPONDED TO ANY OF MY EMAILS. ANN



CUP26-002

From [REDACTED]
Date Fri 9/4/2026 10:44 AM
To Planning [REDACTED]

I have comments on this matter:

COMMENT:

This location, State Route 69, is simply too close to residential neighborhoods to permit a helicopter pad.

As it is we experience at our home on Hornet Dr. some very low flying planes and helicopters, at times in the middle of the night/very early morning. They're so low we feel they are about to fly into our home or at best graze our roof. They are seriously low, really!

So I don't think having a helicopter pad at the said location on State Route 69 should be permitted.

Thank you for you attention.

Harvey Shaw

[REDACTED]
Prescott



Virus-free, www.avast.com



CUP26-002 (revoking ECH conditional use permit of ambulance/heli service)

From Jane Doe [REDACTED]

Date Fri 9/4/2026 12:27 PM

To Planning [REDACTED]



To the Prescott Planning Board (I believe the assigned planner is Tammy DeWitt)

September 4, 2026

Regarding Case CUP26-002 or UP26-002; “revocation of the previously granted Conditional Use Permit, which authorized an ambulance service complete with both ground and air operations (including a helicopter landing pad).”

I’m sorry we can’t attend the meeting in person; we are out of town.

Dear Planning Department:

Yes, I’d like the permission to use helicopters and ambulance services to Exceptional Community Hospital be revoked.

- **“Public Nuisance:** *The business or activity creates unexpected traffic, **loud noise**, or safety problems for neighbors.*

We were here first. We bought this property because of the peace and quiet. Ever since the helicopters started, the peace and quiet is gone.

Reroute the helicopters. How about very low and above YOUR house at midnight? Even with our windows closed, we can hear them. They wake us up every time they go by, which is pretty often. Do you have any idea how loud these helicopters are? They should not be using residential airspace.

We also don’t want to hear ambulance sirens. If the ambulances will run sirens OFF, that’s fine. Otherwise, no ambulances.

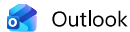
This area was NOT ZONED for this type of activity.

Thank you for keeping Prescott peaceful *for everybody*.

Scott and Marcela Wagoner



Prescott, AZ 86301



FW: FYI YOUR COMMENTS DESIRED BY City of Prescott - Public Hearing Notice - September 17, 2026

From Alex Bramlette [REDACTED]
 Date Tue 9/8/2026 9:53 AM
 To Tammy Dewitt [REDACTED]

Hey Tammy – please see below. Can you please distribute out and attach to the agenda item?

Thanks,

Alex Bramlette
 Planning Manager
 Community Development
 [REDACTED]

From: Sarah Thornhill [REDACTED]
Sent: Tuesday, September 8, 2026 8:16 AM
To: Chelsea Walton [REDACTED]; Alex Bramlette [REDACTED]
Cc: Dallin Kimble [REDACTED]; Joseph Young [REDACTED]; City Clerk Staff [REDACTED]
Subject: Fw: FYI YOUR COMMENTS DESIRED BY City of Prescott - Public Hearing Notice - September 17, 2026

Good Morning Chelsea & Alex, please forward the below as requested. Thank you.

Sarah M. Thornhill
 City Clerk



[REDACTED] | Prescott, AZ 86301

PLEASE NOTE MY UPDATED EMAIL:
 [REDACTED]

From: Ann Friday [REDACTED]
Sent: Saturday, September 5, 2026 10:06 AM
To: Sarah Thornhill [REDACTED]
Cc: Daily Courier [REDACTED]; Brodie Greene [REDACTED]
Subject: FYI YOUR COMMENTS DESIRED BY City of Prescott - Public Hearing Notice - September 17, 2026

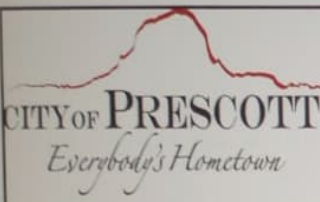
m
 Ms. Thornhill, Please forward to the Board of Adjustment members. Thank you. Ann Friday

Has the hospital obtained its missing building permit from two years ago? If not, the city permit should be revoked. Is the city not incurring liability should an aircraft accident occur?

This helipad was constructed two years ago in August 2024 without a city building permit issued. The city staff and city manager allowed them to proceed without the required permit in 2024. It should have been issued a Stop Work Order two years ago, but was not. The city has continued to misrepresent the facts concerning this unpermitted heliport construction. It must be difficult to gain compliance when the violations were knowingly allowed to proceed by the city. The re-zoning for aircraft operations was circumvented by the city.

See 8/13/2024 Dillon Schiffilea Helipad/Drainage:

Notes: "Met with contractor regarding concerns involving changes to the plan without being submitted to COP for approval upon being constructed. Contractor is aware of the concerns and choses sic to proceed."

 Permit Inspections City of Prescott					
7/24/2024	7/24/2024	PW - GRADING	Dillon Schiffilea	PROCEED	
Notes: Contractor continued to haul of material from excavation.					
8/13/2024	8/13/2024	PW - GRADING	Dillon Schiffilea	PROCEED	Heli pad/ drainage
Notes: Met with contractor regarding concerns involving changes to the plans without being submitted to COP for approval upon being constructed. Contractor is aware of the concerns and choses to proceed.					
8/22/2024	8/22/2024	PW - EROSION AND SEDIMENT CONTROL	Dillon Schiffilea	PROCEED	

Subject: FYI City of Prescott - Public Hearing Notice

Remember, the only need for the helicopter is to fly critical patients OUT of Exceptional Hospital, those whom they are unable to treat being a non trauma hospital. Critical patients are NEVER flown INTO Exceptional Hospital. They are taken to YRMC East or West Trauma or if in need of Level 1Trauma care they are flown to a Level 1 Hospital either in Flagstaff or Phoenix. There are reports that the helicopter has been used to deliver supplies to the hospital.

If you have comments to submit, I suggest you forward them to Ms. Thornhill with a request to distribute directly to the Board of Adjustment members so city staff can't cherry pick what is provided to them. SarahThornhill [REDACTED]



RECEIVED
SEP 10 2026
HOAMCO

PUBLIC NOTICE is hereby given that a **PUBLIC HEARING** will be held before the City of Prescott Board of Adjustment on Thursday, September 17th, 2026, at 9:00 a.m. in City Council Chambers (201 N. Montezuma 86301- 1st Floor) and will also be broadcast live on Channel 64, Facebook Live, and the City's YouTube channel, to consider the following:

CUP26-002, Continuation of the review for Revocation of the Conditional Use Permit to allow an ambulance service (ground and air with helicopter landing pad) at the north side of the hospital site adjacent to State Route 69 in a BR (Business Regional) zoning district. Property location is 4822 E State Route 69. [Property owner: EHC Prescott LP. APN: 103-15-160A, encompassing 9.2 acres]

Interested parties are encouraged to email [REDACTED] in order to obtain information about participating and/or submitting questions and commentary about this project.

For more information, please contact Community Development Planner Tammy DeWitt at [REDACTED]

This is a letter sent to the Board of Adjustment from Dr. Jeff Hill for the previous August 20, 2026 Revocation Hearing in which the Board gave the facility more time to come into compliance with the conditions of use:

From: Jeff Hill [REDACTED]
Sent: Friday, August 14, 2026 2:15 PM
To: [REDACTED] Ann Friday [REDACTED]
Subject: CUP26-002, Revocation of permit for helipad

City of Prescott
Board of Adjustment

c/o Tammy Dewitt
Community Development Planner

Dear Sirs,

As a part-time resident of Diamond Valley, it seems to me that a number of questions need to be answered concerning the advisability of placing a helipad at the proposed location, 4822 East State Route 69, APN 103=15=160A. It is not clear that such a pad will improve and be safe for the well-being of the people of the Prescott/Prescott Valley area. Some of the important issues that need to be resolved are:

1. What is the mission/purpose of the facility at this site?

answ: It is not a free standing hospital with trauma services and 24 hour radiology, laboratory services, or operating rooms. It appears to be a "free standing ER" in a near urban area that provides part-time, limited, non-surgical care.

2. What patients will be transported to and from this facility and in what numbers?

answ: No patients will be transported to this facility from other medical facilities. Since it is not a designated 'trauma' treatment center and is within several miles and minutes by air and ground medical transport of 2 state designated "trauma" centers and has limited services and cannot provide definitive care, it should not receive emergency trauma patients by ground or air transport.

3. How is the mission (see 1 above) enhanced by the availability of helicopter transport to and from this facility versus ground transport? including the relative times, benefits and risks of each method.

answ: Risks are considerably higher for helicopter transport and the relative benefits are not always clear. (see references below, re NTSB assessment of safety issues)

4. What is the possible flight paths to this proposed pad?

answ: Perhaps 30% of the approach perimeter is obscured by a hill and low approach over nearby housing. Approximately 40% requires a low approach over a heavily congested highway less than 50 yards away from the proposed pad. How is the remaining approach space affected by buildings and ground clutter?) The safety considerations are not insignificant. (see articles, <https://www.flyingmag.com/aircraft-helicopters-air-ambulance-safety-closer-look/> ,<https://www.airmedicaljournal.com/article/S1067-991X%2824%2900164-0/fulltext>

5. What is the distraction affect on drivers created by a low approach flight path over a heavily traveled highway?

6. Does quality medical care for the region, require air transport of patients to and from this facility versus ground transport.

7. What is the time and risk of transport to this facility and a subsequent transport to a higher level of care a short distance away? When indicated, Is the original transport to a nearby facility with a higher level of care more appropriate either by air or ground?

8. What are the relative costs of air transport (generally exorbitant) versus ground transport and how does the presence of this helipad affect that cost to patients and the system as a whole?

Taken as a whole, I think the answers to these questions do not support the installation of this helipad and make its use unnecessarily dangerous to patients, staff, and the public at-large.. Thank you for your attention to this matter.

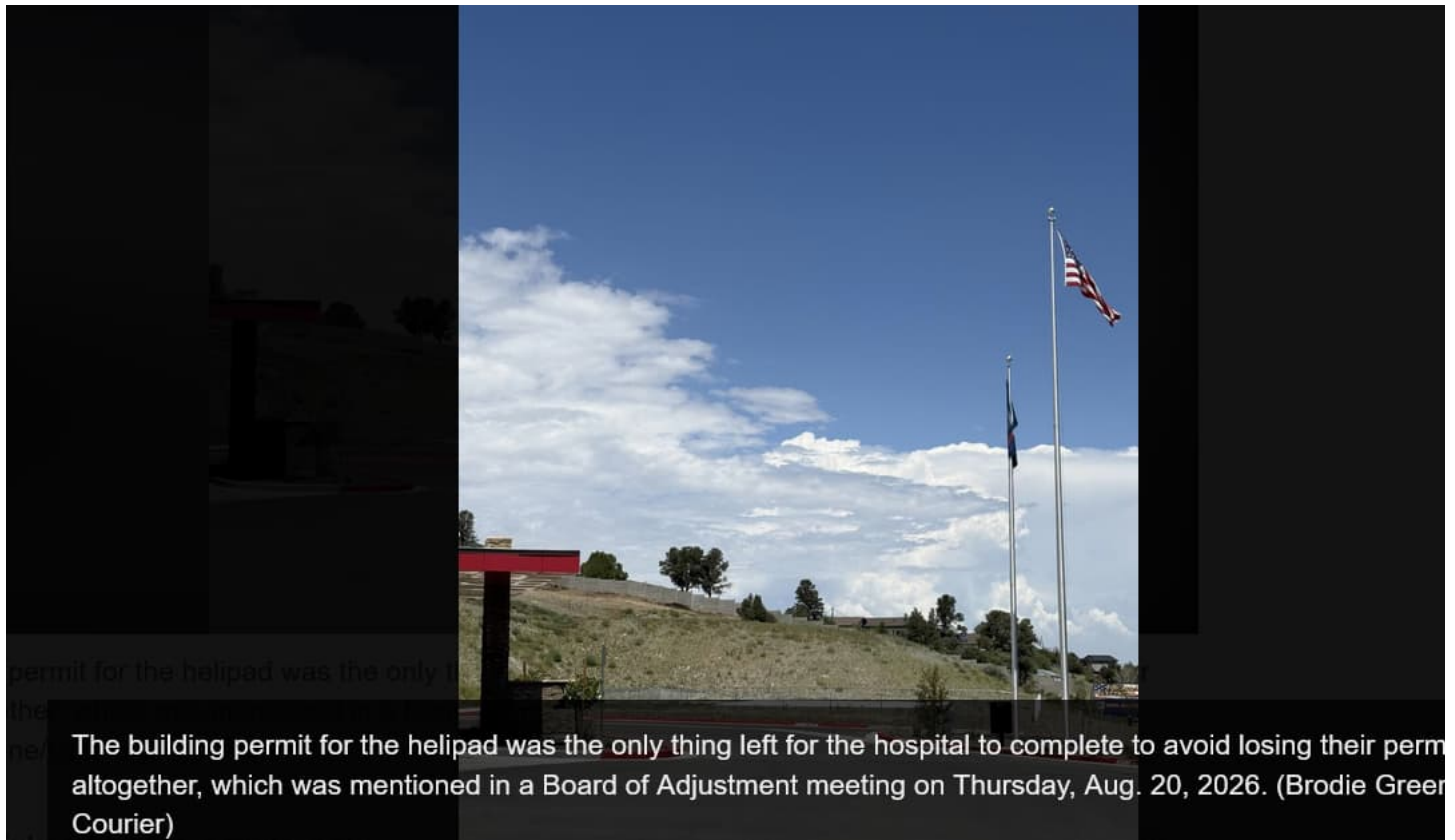
Due to the short notice, I will be unavailable to attend the meeting on August 20th but I hope this note will be of assistance.

Sincerely,

Jeffrey H Hill,MD,PhD
Director, retired
Pediatric Critical Care at St. Joseph's Hospital, Phoenix, 1988-2011
and
Director, formerly
Rainbow Babies and Children's Hospital, Regional Air and Ground Transport Service, 1984-1988

Helicopter permit for hospital up in air again

- [By BRODIE GREENE, The Daily Courier](#)
- Aug 20, 2026



The conditional use permit allowing the Exceptional Community Hospital to continue its ground and air ambulance services could be revoked a second time, just two months after the Board of Adjustment approved the permit with certain conditions that had to be met by July 31.

The June 2026 approval came after the permit was revoked in June 2025 due to complaints from the community and non-compliance.

Conditions for approval included the installation of a six-foot screening wall along the North and West property lines, the addition of landscaping along the front of the property on Highway 69, and the approval of a building permit for the helistop. It was noted during the Thursday, Aug. 20 meeting that several of these remained in progress, but the initial approval required completion of the three conditions and the completion of a final inspection by July 31.

Community Planner Tammy DeWitt said that the wall and landscaping were finished, and the building permit on those will be closed out soon. She said the hospital applied for the building permit for the helistop in mid-July, but the permit is still out for corrections.

"We did hear from the applicant when we've been asking for updates. They're having problems. Their engineer retired before they could stamp the revised plans, so they're trying to find an engineer right now," DeWitt said.

Blake Moscatello, an attorney who spoke on behalf of Exceptional Healthcare, said the company expects everything to be completed except for the pending building permit. They have not found a new engineer, he said.

"Last I heard, they reached out to him and he retired and he was driving an RV across the country, and he basically said 'I'm not doing that anymore,'" Moscatello said.

DeWitt told the board they had three options: revoke the permit and begin the violation process, defer the topic to another meeting, allowing more time. The board ultimately voted 6-0 to defer the decision to the Sept. 17 Board of Adjustment meeting.

Board Member Thomas Davis said he felt that deferring it until a later meeting was appropriate.

"I think that the applicant has made a good-faith effort to get through those four conditions as best as possible," Davis said. The violation process, if the board had chosen it, could cost the hospital up to \$2,500 in fines each day, the city's prosecutor said at the June meeting. The four members of the public who spoke at the meeting were opposed to the permit being extended. Terry Sapio, a Prescott resident and retired pilot, said it appears as though the hospital "put the cart before the horse" in the permitting process. He said it seems as though the hospital has learned it's easier to ask for forgiveness than meet the requirements. "When you have a helipad that is located in, maybe at best, a marginal location due to the proximity of terrain, power lines, homes and highway, you would think that Exceptional Care Incorporated would bend over backwards to have everything done on time, as required,"

Sapio said. "I am asking that you revoke the conditional use permit until they've met all the requirements in detail as they should have from the very beginning."

Report a Typo

Brodie Greene is a staff reporter for The Daily Courier and may be contacted at

"Oh what a tangled web we weave when first we practice to deceive." Sir Walter Scott

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CUP26-002

Ambulance

Service Review

TAMMY DEWITT
PLANNER

September 17th Board of
Adjustment



Request

Review for Revocation of the Conditional Use Permit to
allow the inclusion of Ambulance Service to serve
Exceptional Healthcare Hospital in a BR zoning district.



Background

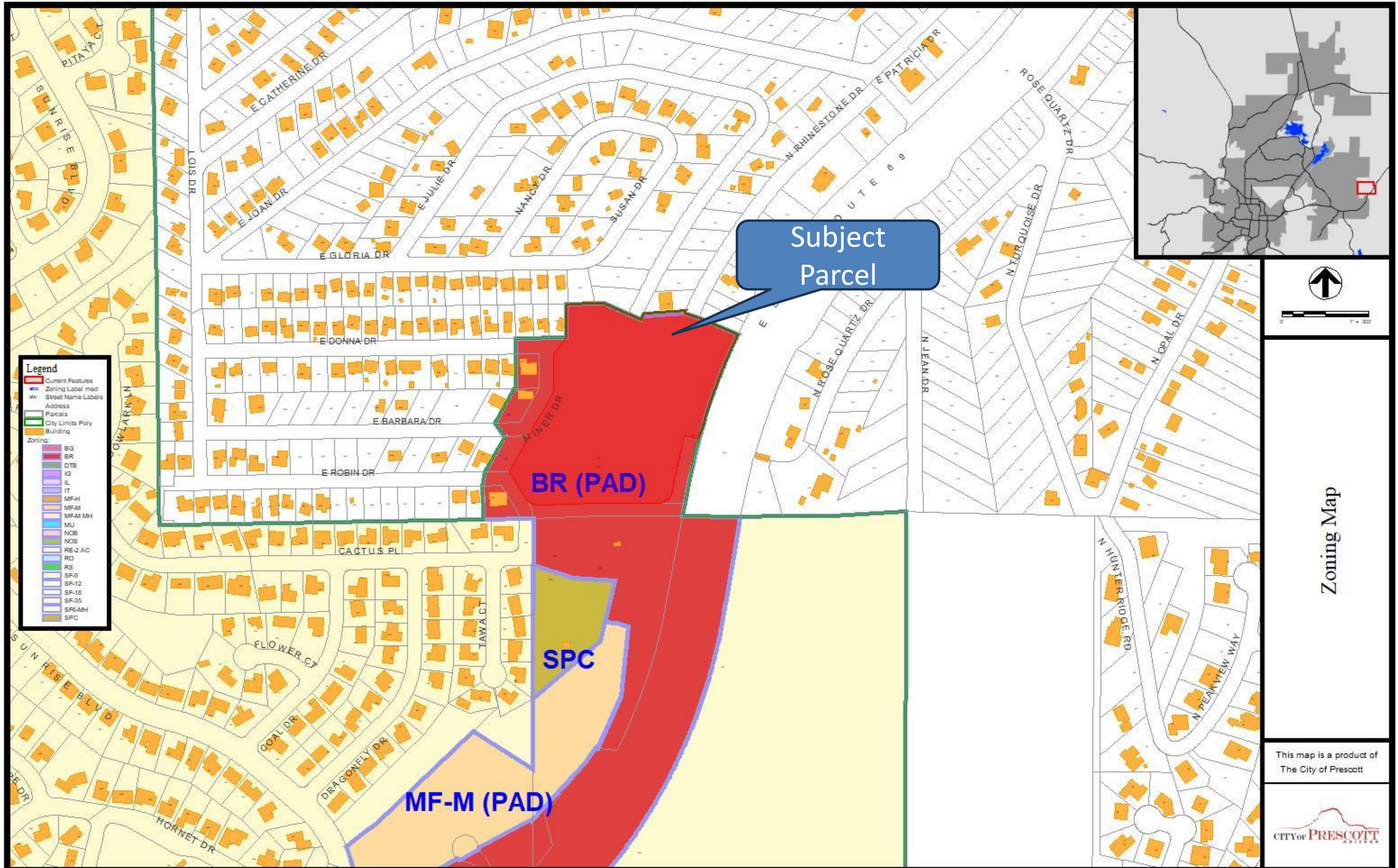
On June 18, 2026, a CUP was approved to allow an ambulance service (ground and air with helicopter landing pad) with 4 conditions.

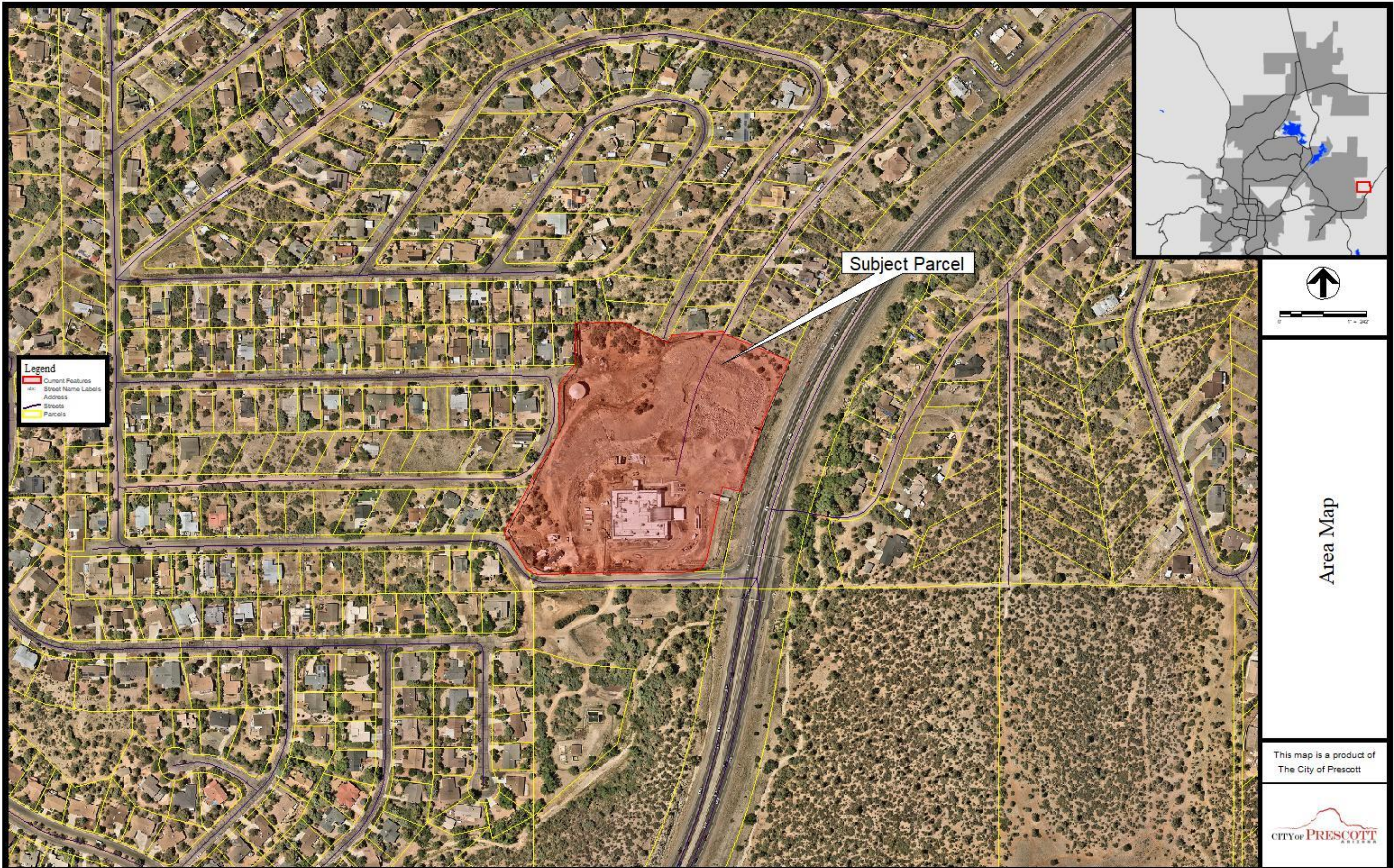
At the August 20th BOA meeting, the Board voted to defer the hearing to the next meeting to allow more time to get corrections to permit submitted.



Approved 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; **Done**
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; **Done**
3. The applicant shall submit for a new building permit and receive building permit approval for the helistop (fueling, fuel storage, storage, repairing or maintenance of helicopters is prohibited); **(Applied July 14th)** 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.





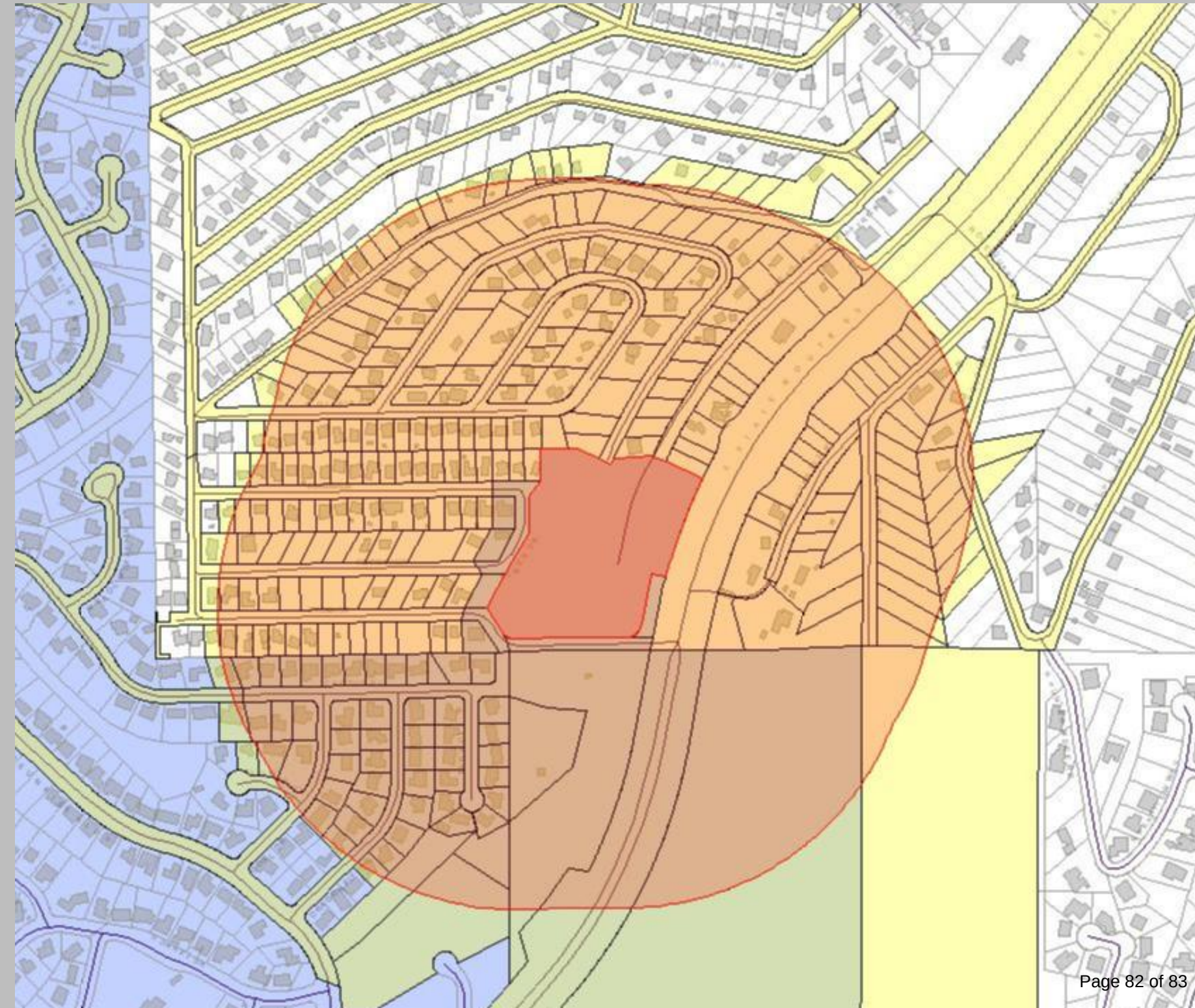
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This document is a graphic representation only of best available sources.
The City of Prescott assumes no responsibility for any errors.



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 amend or revoke CUP26-002 Previously Approved 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; **Done**
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; **Done**
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