



Planning and Zoning Commission
Monday, July 8, 2019
5:30 PM
Library Auditorium
7401 E. Skoog Blvd.

----- Minutes -----

I. Call to Order

Chairperson Zurcher called the July 8, 2019, public meeting of the Planning and Zoning Commission to order at 5:30 p.m.

II. Invocation

 Invocation given by Chaplin Gary Walker.

III. Pledge of Allegiance

IV. Attendance

Chairperson Zurcher asked for roll call attendance to be taken. Members present: Chairperson Zurcher, Vice-Chairperson Renken, Commissioner Yeater, Commissioner Musarra, Commissioner Roberts. Members absent: Commissioner Duskey and Commissioner Rutherford. Staff Present: Joe Scott, Planner; Gary Davis Planner; and Vikie Anderson, Administrative Supervisor.

V. Approval of Minutes

Chairperson Zurcher asked if the Commission had amendments to the minutes from the June 10, 2019, meeting. No revisions were submitted; thus, Chairperson Zurcher called for a motion to approve the minutes. Vice-Chairperson Renken made the MOTION, seconded by Commissioner Musarra, to approve the minutes from the June 10, 2019 Planning Commission meeting.

MOTION carried unanimously by voice call vote as follows: Chairperson Zurcher YES, Vice-Chairperson Renken YES, Commissioner Musarra YES, Commissioner Yeater YES, and Commissioner Roberts YES.

MOTION carried with 5 ayes and 0 nays.

VI. Announcements

 There were no announcements.

VII. Public Hearing Items

- 1. ZMC19-006.** Upon the application of Johvonn Zito, a request for a Zoning Map Change from C1-3 (Commercial; Neighborhood Sales and Services) to RS-3 (Residential and Services) to allow construction of two duplexes on Lots 2214 and 2215 Prescott Valley

Unit 5. APN No. 103-25-550 and 103-25-551. Located at the northeast corner of E. Loos Drive and N. Katie Circle East.

Gary Davis, Planner, stated that the property consists of two lots located at the northeast corner of E. Loos Dr. and N. Katie Circle East, at the east end of a strip of C1-3 zoning. The applicant wishes to construct two duplexes, one on each lot. Because the C1-3 zoning does not permit residential multiple dwelling units, the applicant requests the lots be rezoned to RS-3, which does permit residential multiple dwelling units.

Mr. Davis indicated that both the current C1-3 and proposed RS-3 zones are compatible with the existing *General Plan 2025* land use designation of "Community Commercial." Surrounding properties to the north, east, and south are zoned R1MH-10 (Residential; Single Family Mobile/Manufactured Homes) and designated for Medium Density Residential land use. Mountain View Elementary School exists to the southwest. He noted that if approved, the Zoning Map Change would place RS (Residential and Services) uses, rather than C1 (Commercial; Neighborhood Sales and Services) uses, adjacent to single family manufactured home uses directly to the north and east.

Mr. Davis reported that a Neighborhood Meeting was held on May 2, 2019 at Code of the West Realty, 8101 E. Highway 69. Two neighborhood residents attended.

Staff recommends approval of ZMC18-006 in that the proposed RS-3 zoning is appropriate at this location as a transition between neighborhood commercial and medium density residential uses, and would be in conformance with the *General Plan 2025*. Staff recommends that the Commission make a motion to approve **ZMC19-006** subject to the following condition:

- a. All development shall be in conformance with all Town Code Requirements, including screening and lighting requirements of Articles 13-26 and 13-26a.

Chairperson Zurcher opened the item to questions or comments from the Commission.

There were no questions or comments from the Commission for Staff; therefore, Chairperson Zurcher opened the item for public comment.

There were no questions or comments from the Commission or the public related to the item; therefore, Chairperson Zurcher called for a motion.

Action ZMC19-006

Vice-Chairperson Renken moved to approve ZMC19-006 as submitted with the following condition and forward to the Town Council for approval.

- a. All development shall be in conformance with all Town Code Requirements, including screening and lighting requirements of Articles 13-26 and 13-26a.

Commissioner Musarra seconded the motion.

MOTION carried unanimously by voice call vote as follows: Chairperson Zurcher YES, Vice-Chairperson Renken YES, Commissioner Yeater YES, Commissioner Roberts YES, and Commissioner Musarra YES.

MOTION carried with 5 ayes and 0 nays

VIII. Action Items

1. **RP19-011.** Upon the application of Patty Fitzl, Agent, a request for a Reversionary Plat to combine Lots 5327, 5328, 5329 & 5330, Prescott Valley Unit 17 into one new larger Lot 5327A. Property located 7419 E. Addis Ave, approximately 500' west of Viewpoint Dr.

Joe Scott, Planner, stated that Unit 17 was platted by Prescott Valley, Inc., in Yavapai County as a commercial subdivision July 10, 1970 and was later included in the incorporation of the Town of Prescott Valley on August 28, 1978. Unit 17 was zoned to C2-3 on July 8, 1993 and to the current C2-PAD by Ordinance No. 606 approved November 18, 2004. Unit 17 is a series of small (thirty [30] foot wide), individually-owned lots fronting on large public rights-of-way. In order to make a more developable lot, the owners wish to combine Prescott Valley Unit 17, Lots 5327, 5328, 5329 & 5330, into one new larger Lot 5327A.

The combined Lot 5327A meets standards for the C2 District and Staff recommends that RP19-011 be forwarded to the Town Council with a recommendation for approval subject to the following conditions:

1. Submittal of one signed and Notarized Reversionary Plat Mylar for recording following approval by the Town Council.

Chairperson Zurcher opened the item to questions or comments from the Commission.

There were no questions or comments from the Commission or the public related to the item; therefore, Chairperson Zurcher called for a motion.

Action RP19-011

Commissioner Roberts moved to approve RP19-011 as submitted with condition and forward to the Town Council for approval.

1. Submittal of one (1) signed and Notarized Reversionary Plat Mylars for recording following approval by Town Council.

Commissioner Yeater seconded the motion.

MOTION carried unanimously by voice call vote as follows: Chairperson Zurcher YES, Vice-Chairperson Renken YES, Commissioner Musarra YES, Commissioner Yeater YES, and Commissioner Roberts YES.

MOTION carried with 5 ayes and 0 nays.

2. **PP19-004.** At the request of the Prescott Valley Town Engineer, a Preliminary Plat of Dedication for North County Trail located on the south side of State Route 89A approximately 2 miles east of the intersection with Fain Road.

North County Fair Trail is the entrance road to what is now Arizona Downs Race Track, the Yavapai County Medical Examiner, several other businesses and formerly the Yavapai County Fair location, all in the Town Limits. The road was in an easement on several private properties and maintained by the County. There is now one underlying property owner and is willing to dedicate the roadway to the Town. The Town has entered into an Intergovernmental Agreement (IGA) with Yavapai County to pave and chip seal the road then turn over maintenance to the Town. The County anticipates final paving and chip seal to be complete by the end of July. A final Plat of Dedication will be approved by the Town Council and recorded once complete.

Staff recommends that PP19-004 be forwarded to the Town Council with a recommendation for approval subject to the following conditions:

1. Submittal of one signed and Notarized Plat Mylar for recording following approval by the Town Council.

Chairperson Zurcher opened the item to questions or comments from the Commission.

There were no questions or comments from the Commission for Staff; therefore, Chairperson Zurcher opened the item for public comment.

There were no further questions or comments from the Commission or the public related to the item; therefore, Chairperson Zurcher called for a motion.

Action PP19-004

Vice-Chairperson Renken moved to approve PP19-004 as submitted with condition and forward to the Town Council for approval.

1. Submittal of one (1) signed and Notarized Reversionary Plat Mylars for recording following approval by Town Council.

Commissioner Yeater seconded the motion

MOTION carried unanimously by voice call vote as follows: Chairperson Zurcher YES, Vice-Chairperson Renken YES, Commissioner Musarra YES, Commissioner Yeater YES, and Commissioner Roberts YES.

MOTION carried with 5 ayes and 0 nays.

IX. Call to the Public

Chairperson Zurcher called for further public comment. He stated that those wishing to address the Planning and Zoning Commission need not request permission in advance. Action taken as a result of public comment will be limited to directing staff to study the matter or rescheduling the matter for further consideration and decision at a later date.

X. Adjournment

There was no further public comment related to any item presented during this meeting; therefore, Chairperson Zurcher called for a motion for adjournment.

Commissioner Roberts made the MOTION, seconded by Commissioner Musarra to adjourn by voice call vote.

Commission members voted as follows: Chairperson Zurcher YES, Vice-Chairperson Renken YES, Commissioner Musarra YES, Commissioner Roberts YES, and Commissioner Yeater YES.

MOTION carried with 5 ayes and 0 nays.

The July 8, 2019, meeting of the Planning and Zoning Commission adjourned at 5:39 p.m.

Chairperson Zurcher