



Planning and Zoning Commission
Monday, July 13, 2020
5:30 PM
Library Auditorium
7401 E. Skoog Blvd.

----- Minutes -----

I. Call to Order

Chairperson Zurcher called the July 13, 2020, public meeting of the Planning and Zoning Commission to order at 5:30 p.m.

II. Invocation

✚ Invocation given by 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 Musarra, and Commissioner Laney. Members absent: Commissioner Rutherford, Commissioner Yeater and Commissioner Roberts. Staff Present: Richard Parker, Director; Joe Scott, Planner, and Kristi Jones, Administrative Support II.

V. Approval of Minutes

Chairperson Zurcher asked if the Commission had amendments to the minutes from the March 9, 2020, meeting. No revisions were submitted; thus, Chairperson Zurcher called for a motion to approve the minutes. Vice-Chairperson Renken made the MOTION, seconded by Chairperson Zurcher, to approve the minutes from the March 9, 2020 Planning Commission meeting.

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

MOTION carried with 4 ayes and 0 nays.

VI. Announcements

- ✚ Chairperson Zurcher outlined the Planning Commission procedures and guidelines.
- ✚ Richard Parker, Community Development Director, introduced new Planner, Ed Packard. Mr. Parker announced that Joe Scott, Planner, would be retiring after twenty-five (25) years with the Town of Prescott Valley. Mr. Parker shared that Mr. Scott was the backbone of the Planning Department for a long time and thanked him for his significant contributions to planning within Prescott Valley. Chairperson Zurcher thanked Mr. Scott and wished him the best.
- ✚ Chairperson Zurcher welcomed new Commissioner Sandy Laney.

VII. Public Hearing Items

- 1. GPA20-002.** Upon the application of Jake Investments, LLC, a request for a General Plan Amendment from Medium-High Density Residential to Regional-Commercial on vacant Lots 6743 and 6728 in Unit 16 in order to adopt the zoning district designation of P1 (Parking) to develop additional parking in conjunction with the adjacent commercial use. The property is located between Prairie Ln. and Fulton Dr., approximately 100' south of Roundup Dr. APNs 103-33-311 & 103-33-296.

- 2. ZMC20-004.** Upon the application of Jake Investments, LLC, a request for a Zoning Map Change from R2-4 (Residential; Multiple Dwelling Units) to P1 (Parking) on Lots 6743 and 6728 in Unit 16 in order to develop additional parking in conjunction with the adjacent commercial use. The property is located between Prairie Ln. and Fulton Dr., approximately 100' south of Roundup Dr. APNs 103-33-311 & 103-33-296.

Chairperson Zurcher stated that the General Plan Amendment (GPA20-002) and the Zoning Map Change (ZMC20-004) would be presented together, however, they require separate motions.

Joe Scott, Planner, displayed a visual map of Unit 16 and stated that most of the northerly portion of Unit 16 zoned R2 is undeveloped because of impacts from the FEMA Floodplain. He noted that Town policy does not allow development and connection to the Town sewer system within the Floodplain but does allow parking in the Floodplain when used in conjunction with an adjacent primary commercial use.

Mr. Scott reported that the subject Lots 6743 and 6728 located in Unit 16 are vacant and in the FEMA Floodplain. He indicated that the property to the north is also vacant and in the Floodplain. Mr. Scott noted that all of the adjacent property to the south currently zoned P1 (Parking) was approved in 1997 and 2001. The existing P1 (Parking) area is also in the Floodplain and is used for parking of vehicles in conjunction with the existing Yavapai Mechanical business and buildings on the adjacent property to the south zoned C3 (Commercial; Minor Industrial) which was rezoned by in 1990.

Mr. Scott explained that all the lots comprising the current P1 (Parking) and C3 for the Yavapai Mechanical site were most recently combined by Reversionary Plat RP18-007 (approved along with GPA18-003 and ZMC18-008) creating one new larger Lot 6742R. The intent is to now amend the General Plan to Regional-Commercial and Rezone Lots 6743 and 6728 to P1 (Parking) for use with the primary Commercial use. Mr. Scott noted that Reversionary Plat RP20-001 was previously approved by the Planning and Zoning Commission on February 10, 2020 and Town Council on February 27, 2020 to combine Lots 6743 and 6728 with Lot 6742R into new combined Lot 6728R.

Mr. Scott stated that the applicant conducted a neighborhood meeting regarding the request for a General Plan Amendment and Zoning Map Change. It was reported that one other person attended the meeting and had no objection to the requests.

In conclusion, Mr. Scott noted that the Planning and Zoning Commission and Town Council have supported commercial rezoning of the few R2 lots in Unit 16 that are not in the Floodplain, or to P1 (Parking) District when impacted by the Floodplain but used in conjunction for parking and storage

with an adjacent primary commercial use.

Mr. Scott reiterated that the Commission is asked to consider GPA20-002 and ZMC20-004 with separate motions.

Mr. Scott stated that Staff recommends approval of GPA20-002 as submitted.

Mr. Scott stated that Staff recommends approval of ZMC20-004 with one (1) condition:

1. Development and uses shall be in conformance with Article 13-12 "P1 (PARKING)" and all Town Code requirements.

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

The Commission had no questions for Staff, therefore, Chairperson Zurcher opened the item to questions or comments from the public.

Steve Cass, Area Manager for Budget Mini Storage, addressed the Commission. Mr. Cass indicated that there are several Budget Mini Storage locations within Prescott Valley. He explained that they have no objection if the proposed rezoning request is solely for parking. Mr. Cass expressed his concerns regarding the possibility of it being rezoned and used as a storage facility.

Chairperson Zurcher asked Mr. Scott to elaborate on whether the subject property could potentially be rezoned for a storage facility.

Mr. Scott responded that a commercial storage facility required a C3 zoning which is why they used P1 zoning that is specific to parking.

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

Action GPA20-002

Vice-Chairperson Renken moved to approve GPA20-002 as submitted and forward to the Town Council with a recommendation for approval.

Commissioner Musarra seconded the motion.

MOTION carried 4:0 by roll call vote as follows: Chairperson Zurcher YES, Vice-Chairperson Renken YES, Commissioner Musarra YES and Commissioner Laney YES.

MOTION carried with 4 ayes and 0 nays.

Action ZMC20-004

Vice-Chairperson Renken moved to approve ZMC20-004 as submitted with one (1) condition and forward to the Town Council with a recommendation for approval.

1. Development and uses shall be in conformance with Article 13-12 "P1 (PARKING)" and all Town Code Requirements.

Commissioner Musarra seconded the motion.

MOTION carried 4:0 by roll call vote as follows: Chairperson Zurcher YES, Vice-Chairperson Renken YES, Commissioner Musarra YES and Commissioner Laney YES.

MOTION carried with 4 ayes and 0 nays.

3. **ZMC20-005.** Upon the application of Peter Bourgois, Agent, a request for a Zoning Map Change from C2-PAD (Commercial; General Sales and Services-Planned Area Development) to RS-PAD (Residential and Services-Planned Area Development) on approximately 5.4 acres encompassing Baja Circle right-of-way and Prescott Valley Unit 24, Lots 1,2,3,7,8,9 & 10. APNs 103-36-(386, 387, 388, 392, 393, 394 & 395).

PDP20-003. (Action Item) Upon the application of Peter Bourgois, Agent, a request for a Preliminary Development Plan for a 144-unit apartment complex comprised of six buildings located on approximately 5.4 acres encompassing Baja Circle right-of-way and Prescott Valley Unit 24, Lots 1,2,3,7,8,9 & 10. APNs 103-36-(386, 387, 388, 392, 393, 394 & 395).

Chairperson Zurcher stated that the Zoning Map Change (ZMC20-005) and the Preliminary Development Plan (PDP20-003) would be presented together, however, they require separate motions.

Joe Scott, Planner, displayed a visual map of Prescott Valley Unit 24 and noted it was established in Yavapai County in 1973 and was included in the Incorporation of the Town of Prescott Valley in 1978 and comprises Lots 1-10 surrounding Baja Circle. Mr. Scott stated that at the time of incorporation, the adopted zoning was C1 (Commercial; Neighborhood Sales and Services) as existed in the County. In 1993, the zoning of Unit 24 was changed from C1 (Commercial; Neighborhood Sales and Services) to C2 (Commercial; General Sales and Services) with approval of Ordinance No. 301. Mr. Scott reported that only three lots have been developed to date: Lot 4 with a charter school and Lots 5 & 6 with an Electrical Company.

Mr. Scott stated that the current C2 zoning allows for a broad variety of commercial uses that are described in detail within the staff brief. The proposed RS District allows R2 (Residential; Multiple Dwelling Units) as a matter of right and serves as a transition between General Commercial and Low Density residential. He indicated that the zoning along the western portion of Addis Avenue is RS (Residential and Services) as is all the lots in Unit 18 surrounding Unit 24 and have been developed primarily with duplexes. The project has been planned in such a way as to fit within the existing mixed commercial/residential character of the area and serves as an appropriate transition between existing commercial uses and adjacent residential neighborhoods. Mr. Scott noted that the location is easily accessible to State Route 89A as well as Viewpoint Drive. The General Plan designation is Community Commercial which is consistent with the RS District per *General Plan 2025* Table LU-4.

Continuing, Mr. Scott reported that the Preliminary Development Plan for the proposed Baja Professional Apartments project is a one hundred forty-four (144) unit apartment complex comprised of six buildings. The proposed development site includes seven of the Unit 24 lots (1,2,3,7,8,9 & 10) and the Town street that will be abandoned by the Town and combined to form a single contiguous 5.4 acre parcel. He indicated that a new private road will be developed to Town

standards to access the apartment project, as well as provide legal access, via an easement, to the three existing occupied lots at the south end of Baja Circle.

Mr. Scott stated that the apartments will be a mix of one- and two-bedroom units with a target market of professional workforce tenants such as first responders, medical professionals, teachers, police and fire personnel as well as the student market. Target rental prices are \$1000 to provide much needed affordable housing, a primary goal of the Town of Prescott Valley *General Plan 2025*. He noted that the apartments will be managed by a professional management company with an on-site manager.

Mr. Scott reported that none of the buildings will exceed the thirty-five feet (35') maximum height as allowed by current and proposed zoning standards. The buildings will be placed on the site in such a manner as to maximize the distance between them and the adjacent residences. He indicated that landscaping site improvements will meet Town Development Standards. Landscape screening will be provided around the perimeter of the site and a six-foot masonry wall will be placed as additional screening on the west and south sides of the project. Mr. Scott reported that landscaping will include low water use drought tolerant landscape plant species along with drip irrigation systems to limit water use. Parking lot lighting will incorporate full cut-off LED site lighting to meet dark sky conformance. He noted the project will be built in three phases.

Mr. Scott stated that sewer and water are available in the adjacent easements that surround the site. He reported that final drainage plans will be prepared and submitted with the Final Development Plan (FDP) as required by the Town and will meet all engineering requirements of the Town.

Further, Mr. Scott indicated that the traffic volumes resulting from the new zoning and multi-family should not exceed the traffic generated if the site were fully developed under current commercial zoning. However, the Town Engineer has requested a Traffic Statement that includes AM/PM Peak Hour Trips to and from the project, plus AM/PM Peak Hour Trips for all directions at Addis Ave./Viewpoint Dr. intersection to help assess the need for any improvements at the Addis/Viewpoint intersection, and on Addis Ave., adjacent to the project site. He noted that the Traffic Statement is required as a condition of approval and will need to be approved prior to a Final Development Plan submittal. Mr. Scott reported that the project will meet emergency access requirements of the Central Arizona Fire and Medical Authority (CAFMA).

Mr. Scott stated that a neighborhood meeting was held by the applicant on June 10, 2020 with all property owners within one thousand (1,000) feet having been invited by first class mail. It was reported that ten (10) invitees attended with questions reported in the meeting summary included in the packet.

Mr. Scott noted that the General Plan 2025's Vision Statement reads, in part, "*Residential developments contribute to the unique character brought about by the individuality of our neighborhoods. We remain a safe, attractive, and affordable place for families to live, learn, work, and play*". The required PAD site plan approval process is intended to ensure that the development is safe and attractive. Mr. Scott reported that a Guiding Principles Goal of the Housing Element includes H-A1.1 "Support development that is located adjacent or in close proximity to existing utility and roadway infrastructure" and H-A1.2 "Support development that builds out existing

neighborhoods and master planned communities.”

Mr. Scott reiterated that the Commission is asked to consider ZMC20-005 and PDP20-003 with separate motions.

In conclusion, Mr. Scott stated that the Commission is being asked to consider if the request for the Zoning Map Change (ZMC20-005) from C2-PAD to RS-PAD on approximately 5.4 acres encompassing Baja Circle right-of-way and Prescott Valley Unit 24, Lots 1,2,3,7,8,9 & 10 is in conformance with the *General Plan 2025* and appropriate with the limitations set forth as conditions of approval. The proposed RS-PAD zoning will open the opportunity to provide much needed affordable housing while infilling long-vacant land that is close to existing infrastructure eliminating the need for expansion of infrastructure and town services. He noted that the proposed residential use is also more consistent with the adjacent residential uses on the west and south sides of the property. Therefore, Staff recommends approval of ZMC20-005 with the following conditions:

1. Development shall generally occur consistent with the circulation patterns and building areas as illustrated on the Preliminary Development Plan and uses of the property shall be limited to allowed multi-family uses permitted in the RS-PAD Zoning District.
2. Approval by the Town Council of a Final Development Plan (FDP) as required by Town Code Article 13-19 for each phase of construction, prior to issuance of construction permits and to include among other things:
 - a. Conformance with all Town Code requirements, including screening and lighting requirements of Articles 13-26 and 13-26a and including multi-family storage requirements of fifty square feet (50 sf) per unit.
 - b. Engineered drainage and grading plans.
 - c. The developer shall be responsible for any infrastructure needed to serve the site.
 - d. A traffic report prepared by a Registered Professional Engineer that includes AM/PM Peak Hour Trips to and from the project, plus AM/PM Peak Hour Trips for all directions at Addis Avenue/Viewpoint Drive to assess the need for any public right-of-way improvements at the Addis/Viewpoint intersection and on Addis Avenue, adjacent to the project site. At a minimum, off-site improvements on Addis Avenue will include curb, gutter, sidewalks and lighting.
 - e. In conjunction with a Final Development Plan, the Town will initiate the abandonment of Baja Circle per ARS 28-7202 “Disposition of unnecessary public roadways”. The realigned Baja Circle intended to provide access to Lots 4, 5 and 6 shall be developed to Town standards as a local street but will be private as part of the development and provide a public access easement to said lots.
3. Remitting to the Town, on a monthly basis, all monies collected as a result of the proposed multi-family development, and/or its successors and assigns, applying a “surcharge” against all rents collected from occupation and use of units within any phase of the apartment complex, with said surcharge being two percent (2%). Such remittances shall be made no later than the 15th day of the following month to the Town Clerk and shall begin no later than sixty (60) days after the issuance by the Town of any certificate permitting occupancy of any phase of the apartment complex.

Mr. Scott stated that Staff recommends approval of PDP20-003 as submitted.

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

Commissioner Musarra inquired about the road that would access the existing properties.

Mr. Scott displayed via a visual map the street that is proposed to be abandoned as well as the new access road.

Chairperson Zurcher summarized that with the abandonment of Baja Circle, a new access road and cul-de-sac will be created to access the existing properties.

Mr. Scott confirmed and emphasized that it will be a private road that is privately maintained with a public access easement to allow access to the existing properties.

Commissioner Musarra inquired about water retention to protect the properties along Horseshoe Lane.

Mr. Scott stated that would be part of the Final Development Plan; however, the applicant would be able to address the question.

As there were no further questions of Staff, Chairperson Zurcher invited the applicant to address the Commission.

Peter Bourgois, Agent, addressed the Commission and introduced Greg Allen, Civil Engineer. Mr. Bourgois stated that Baja Circle will be designed and built to Town Standards; thus, it will essentially be a Town road but with private ownership including the easement allowable for PS Electric and the school to access their respective properties. He noted that the cul-de-sac plans have been reviewed by CAFMA for emergency access and they will adhere to their requirements.

Mr. Bourgois reported that the light green areas depicted in Exhibit D are the detention basins that will be placed onsite to collect water and meter it off at a slow rate.

Greg Allen, Civil Engineer, addressed the Commission. Mr. Allen stated that they are retaining the difference between the “pre” and the “post” so they will not be exceeding the existing runoff. He noted that one set of owners, who attended the neighborhood meeting, expressed concern as they have already had issues with water coming through to their property. Mr. Allen reported that they had contacted the occupants that have rented the property for nine (9) years and the occupants stated they have never had flooding problems. He noted that they are willing to make necessary modifications to help with any existing problems.

Mr. Bourgois stated that this is a great location for an apartment complex with the transition of land uses from residential to commercial. He indicated that access to existing utilities and roadway network is good. Mr. Bourgois explained that the plan was designed in respect for the area by concentrating the buildings in the center of the site to provide buffer to the surrounding residences.

He noted that the target market is for professionals that is fitting a need within the community. Mr. Bourgois reiterated that the property will be managed by a property management company with a manager living on-site.

Vice-Chairperson Renken asked for clarification on the Addis Avenue improvement and whether the improvements will be from the subject property to Viewpoint.

Mr. Bourgois replied, "not at this time." Mr. Bourgois explained that they will wait until the traffic analysis has been completed to determine what improvements are necessary. He noted that the sidewalk and curb improvements along the south side of Addis will be implemented within the bounds of the property.

Commissioner Laney asked for clarification that traffic from the school and electrical company would exit through the cul-de-sac and the private Baja Lane.

Mr. Bourgois replied, "yes."

Commissioner Laney asked if the traffic study would include the traffic generated by the school and electrical company.

Mr. Bourgois stated that the additional traffic would be accounted for in the traffic study. He indicated that there is some existing data on the trip generation from the two businesses and those would be blended in.

Mr. Allen confirmed that they have included the two businesses. He noted that it will be included in the final traffic statement as well. Mr. Allen displayed via a visual map the access easement for the entire area.

The Commission had no further questions for the applicant, therefore, Chairperson Zurcher opened the item to questions or comments from the public.

Shawn Getke (spelling?), Prescott Valley resident, addressed the Commission. Mr. Getke stated that he has lived in Prescott Valley since the mid 90's and it has always been a hardship for young adults to find decent, affordable housing. He supports any project that provides affordable housing to the younger generation. Mr. Getke noted that many people in the area walk to Robert's Market and sidewalks would be a great benefit for that area.

Joe Hammes, Prescott Valley resident, addressed the Commission. Mr. Hammes asked what the projected rent would be and questioned whether it would truly be affordable.

Nicky Indicavitch, Prescott Valley resident, addressed the Commission. Ms. Indicavitch works with K-12 policy and reported that there is a shortage of teachers in our community. She supports developments such as this as they have had teachers accept a position and then back out due to the lack of affordable housing options.

Mr. Bourgois indicated that the target rent is approximately one thousand dollars (\$1,000.) He noted that one-bedroom apartments would be slightly less, and two-bedroom apartments would be slightly higher. Mr. Bourgois stated that they are trying to keep the rent within a certain percentage of what the anticipated income would be for young professionals.

Chairperson Zurcher commented that he is impressed with this project and he appreciated the work that was put into it.

Commissioner Laney appreciated the multi-housing buffer between the residential and commercial areas.

Vice-Chairperson Renken noted that the property has been undeveloped for almost fifty (50) years and it is a great use for the property.

Action ZMC20-005

Commissioner Musarra moved to approve ZMC20-005 as submitted with the following conditions and forward to the Town Council for approval.

1. Development shall generally occur consistent with the circulation patterns and building areas as illustrated on the Preliminary Development Plan and uses of the property shall be limited to allowed multi-family uses permitted in the RS PAD Zoning District.
2. Approval by the Town Council of a Final Development Plan (FDP) as required by Town Code Article 13-19 for each phase of construction, prior to issuance of construction permits and to include among other things:
 - a. Conformance with all Town Code requirements, including screening and lighting requirements of Articles 13-26 and 13-26a and including multi-family storage requirements of fifty square feet (50 sf) per unit.
 - b. Engineered drainage and grading plans.
 - c. The developer shall be responsible for any infrastructure needed to serve the site.
 - d. A traffic report prepared by a Registered Professional Engineer that includes AM/PM Peak Hour Trips to and from the project, plus AM/PM Peak Hour Trips for all directions at Addis Avenue/Viewpoint Drive to assess the need for any public right-of-way improvements at the Addis/Viewpoint intersection and on Addis Avenue, adjacent to the project site. At a minimum, off-site improvements on Addis Avenue will include curb, gutter, sidewalks and lighting.
 - e. In conjunction with a Final Development Plan, the Town will initiate the abandonment of Baja Circle per ARS 28-7202 "Disposition of unnecessary public roadways". The realigned Baja Circle intended to provide access to Lots 4, 5 and 6 shall be developed to Town standards as a local street but will be private as part of the development and provide a public access easement to said lots.
3. Remitting to the Town, on a monthly basis, all monies collected as a result of the proposed multi-family development, and/or its successors and assigns, applying a "surcharge" against all rents collected from occupation and use of units within any phase

of the apartment complex, with said surcharge being two percent (2%). Such remittances shall be made no later than the 15th day of the following month to the Town Clerk and shall begin no later than sixty (60) days after the issuance by the Town of any certificate permitting occupancy of any phase of the apartment complex.

Vice-Chairperson Renken seconded the motion.

MOTION carried 4:0 by roll call vote as follows: Chairperson Zurcher YES, Vice-Chairperson Renken YES, Commissioner Musarra YES, and Commissioner Laney YES.

MOTION carried with 4 ayes and 0 nays.

Action PDP20-003

Vice-Chairperson Renken moved to approve PDP20-003 as submitted.

Commissioner Laney seconded the motion.

MOTION carried 4:0 by roll call vote as follows: Chairperson Zurcher YES, Vice-Chairperson Renken YES, Commissioner Musarra YES, and Commissioner Laney YES.

MOTION carried with 4 ayes and 0 nays.

VIII. Action Items

1. **PDP20-003.** Upon the application of Peter Bourgois, Agent, a request for a Preliminary Development Plan for a 144-unit apartment complex comprised of six buildings located on approximately 5.4 acres encompassing Baja Cir. right-of-way and Prescott Valley Unit 24, Lots 1,2,3,7,8,9 & 10. APNs 103-36-(386, 387, 388, 392, 393, 394 & 395).

****This item was discussed and action taken subsequent to ZMC20-005.**

2. **RP20-003.** Upon the application of Arsen Torosian, a request for a Reversionary Plat to combine Northridge Park Mobile Home Estates, Tracts A & B, located at the southernly terminus of Yavapai Rd., one hundred fifty feet (150') of State Route 69.

Joe Scott, Planner, stated that Northridge Park Mobile Home Estates was established in Yavapai County in 1967. Lots 1-135 were zoned R1MH (Residential; Single Family Mobile/Manufactured Homes) and developed as a Mobile Home Park with individual lots. He reported that Tracts A-H were zoned C2 (Commercial; General Sales and Services). The Subdivision and the C2 zoning were adopted in the Incorporation of Prescott Valley in 1979. Mr. Scott indicated that several of the tracts have since been developed. He noted that the owner of Tracts A & B now wishes to develop his property and wants to combine Tracts A & B to make one larger lot.

Mr. Scott reported that new Lot "AB" is approximately 1.2 acres and is in conformance with the C2 zoning district. Therefore, Staff recommends that the Planning & Zoning Commission approve RP20-003 and forward the same to the Town Council with a recommendation for approval.

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

Commissioner Musarra asked what will be developed on the subject property.

Mr. Scott stated that he didn't have specific plans available.

The Commission had no further questions or comments, therefore, Chairperson Zurcher opened the item to questions or comments from the public.

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

Action RP20-003

Commissioner Musarra moved to approve RP20-003 as submitted and forward to the Town Council with a recommendation for approval.

Vice-Chairperson Renken seconded the motion.

MOTION carried 4:0 by roll call vote as follows: Chairperson Zurcher YES, Vice-Chairperson Renken YES, Commissioner Musarra YES, and Commissioner Laney YES.

MOTION carried with 4 ayes and 0 nays.

3. **FP20-002.** Upon the initiation of the Town Engineer, a request for a Plat of Dedication for the reconfiguration of the intersection of Viewpoint Drive and Spouse Drive and for dedication of Town right-of-way.

Mr. Scott reported that the purpose of this Plat of Dedication for Viewpoint Drive at Spouse Drive is to establish new right-of-way limits for Viewpoint Drive to accommodate the widened roadways expanded from two lanes to multiple lanes and to note existing and new easements and right-of-ways acquired for the expansion of public infrastructure.

Mr. Scott displayed a visual map that depicted the realignment as well as the new right-of-ways. He noted that the new right-of-ways were created from properties that were originally Town owned lots that were located in the Floodplain.

Mr. Scott stated that the plat has been reviewed by Town Staff and meets all Town Code standards; therefore, Staff recommends that the Planning & Zoning Commission approve FP20-002 and forward the same to the Town Council with a recommendation for approval subject to the following condition:

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

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

Vice-Chairperson Renken asked for clarification that the Town currently owns the lots.

Mr. Scott responded, "correct."

Chairperson Zurcher inquired as to whether the Town owned lots along Viewpoint are for flood

control.

Mr. Scott stated that the remaining portion of the lots (not designated as right-of-way) could be for flood control. He noted that the drainage will be in the right-of-way.

The Commission had no further questions or comments, therefore, Chairperson Zurcher opened the item to questions or comments from the public.

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

Action FP20-002

Vice-Chairperson Renken moved to approve FP20-002 as submitted with one (1) condition and forward to the Town Council with a recommendation for approval.

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

Commissioner Laney seconded the motion.

MOTION carried 4:0 by roll call vote as follows: Chairperson Zurcher YES, Vice-Chairperson Renken YES, Commissioner Musarra YES, and Commissioner Laney YES.

MOTION carried with 4 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.

Vice-Chairperson Renken made the MOTION, seconded by Commissioner Laney to adjourn by voice call vote.

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

MOTION carried with 4 ayes and 0 nays.

The July 13, 2020 meeting of the Planning and Zoning Commission adjourned at 6:20 p.m.


Chairperson Zurcher