Planning & Zoning Commission

Agenda

December 9, 2019
I. **Call to Order**

II. **Invocation**

III. **Pledge of Allegiance**

IV. **Roll Call**

V. **Approval of Minutes**
   November 4, 2019

VI. **Announcements**

VII. **Public Hearing Items**
   1. ZMC19-012. Upon the application of Joshua Fowler, Agent, a request for a Zoning Map Change from R1L-70 (Residential; Single Family Limited) to C3 (Commercial; Minor Industrial) on an approximately two (2) acre parcel located on the east side of State Route 69 approximately 500' north of Kachina Ln, Dewey AZ, 86327. APN 402-02-045C.

VIII. **Action Items**
   1. RP19-001. Upon the application of Rolando Carreras, a request for a Reversionary Plat to combine Lots 17, 18 & 19 Prescott Valley Unit 1, into one new larger Lot 19A. Property located at 8176 E. State Route 69, Prescott Valley, AZ.

   2. FDP19-013. Upon the application of the Cavan Opportunity Fund LLC, a request for review of a Final Development Plan for 183 multi-family residential units on approximately 19 acres zoned RS-PAD located on multiple parcels located at the northeast corner of State Route 69 and State Route 169, Dewey, AZ.

IX. **Call to the Public**
   Consideration and discussion of comments from the public. 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 of Planning and Zoning Commission**

Forms to request accommodations pursuant to Section 504/ADA guidelines are available from the ADA Coordinator, Fernando Gonzalez, who can be reached at (928) 759-3067. Requests must be submitted 72 hours prior to the event for which accommodation is requested.
Approval of
Minutes
November 4, 2019
I. Call to Order
Chairperson Zurcher called the November 4, 2019, public meeting of the Planning and Zoning Commission to order at 5:30 p.m.

II. Invocation
Invocation given by Chaplain 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, Commissioner Roberts and Commissioner Rutherford. Members absent: Commissioner Yeater and Commissioner Duskey. Staff Present: Joe Scott, Planner; Richard Parker, Community Development Director and Kristi Jones, Administrative Support II.

V. Approval of Minutes
Chairperson Zurcher asked if the Commission had amendments to the minutes from the September 9, 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 Roberts, to approve the minutes from the September 9, 2019 Planning Commission meeting.

MOTION carried unanimously by voice call vote as follows: Chairperson Zurcher YES, Vice-Chairperson Renken YES, Commissioner Musarra YES, Commissioner Rutherford YES, and Commissioner Roberts YES.
MOTION carried with 5 ayes and 0 nays.

VI. Announcements
Chairperson Zurcher congratulated Commissioner Duskey, Commissioner Rutherford and Commissioner Yeater on their reappointment to the Planning Commission. He thanked them for their service.

VII. Public Hearing Items
There were no public hearing items.
VIII. **Action Items**

1. **PDP19-006.** Upon the application of Glassford Hill Holdings L.L.C., a request for a Preliminary Development Plan for 131 single-family lots comprising Granville Unit 14, located at the Northwest intersection of Glassford Hill Rd. and Santa Fe Loop.

Joe Scott, Planner, reported that the Granville Master Plan for 3,400 residential units on 1,242 acres was initially approved on January 13, 2000. He noted that the site of Unit 14 was rezoned to R1L-10 PAD (Residential; Single Family Limited-Planned Area Development) and first designated Low Density Residential in the *Prescott Valley General Plan 2020* and the 2025 update.

Mr. Scott stated that at the May 11, 2015 meeting, the Planning and Zoning Commission approved a new Preliminary Development Plan to reconfigure the northwestern portion of Granville and eliminate the previously proposed golf course.

Mr. Scott indicated that areas previously planned for the golf course, driving range and clubhouse facility are now being subdivided for single-family detached, and single-family attached duplex lots that will be developed throughout the remainder of the project. He added that the elimination of the golf course improvements enables the Town to benefit from the utilization of the effluent derived from water allocated to the development for the approved 3400 residential units.

Mr. Scott noted that to date, approvals have been obtained for Final Development Plans (Plats) for Units 1 through 12, now totaling 2,741 residential lots along with three Community Centers, a RV Storage Facility, a Dog Park and a Neighborhood Park. Unit 13 is in the Engineering phase and will comprise 361 additional lots. Mr. Scott confirmed that Unit 14 will comprise 131 lots and Unit 15, being the last phase, is planned for 56 lots which will be subject to a General Plan Amendment as well as a Zoning Map Change with a public hearing.

Further, Mr. Scott stated that as part of the revised plan in 2015, Unit 14 comprised 56 single-family lots west of Tuscany and 30 attached duplex product lots east of Tuscany Way due to the impacts of the existing Flood Plain boundary.

Continuing, Mr. Scott noted that since then, the Floodplain boundary has been amended with a Conditional Letter of Map Revision (CLOMR) issued through FEMA September 3, 2019. The flood map boundary revision now allows for more developable land to accommodate the 131 lots proposed in the Unit 14 Preliminary Development Plan. Unit 14 will be developed in accordance to all standards of Chapter 14 (Subdivisions) and terms as has been the case for all previous units. The total lots are within the approved 3,400 units.

Mr. Scott stated that as a condition of its Development Agreement with the Town, Universal Homes has dedicated and improved as a public park approximately 33 acres of land on the west side of Glassford Hill Road, south of Santa Fe Loop Road to Tuscany Way to satisfy its
requirements for Park Land/Open space. He added that the Agreement also required Glassford Hill Road to be expanded from 4 to 6 lanes and the Town would reimburse to the developer certain amounts related to transaction privilege/use tax collections from any commercial property developed in Granville. The widening of Glassford Hill Road is still several years away but there was an immediate need to landscape the median of Glassford Hill Road and improve the aesthetics of Granville and calm traffic. Mr. Scott noted that the Town had not budgeted funds to landscape the median and it was proposed that the developer, instead, install the landscaping in the Glassford Hill Road median from Long Look Drive to State Route 89A and the Town would add additional lanes to Glassford Hill Road as needed in the future.

Concluding, Mr. Scott reported that Staff suggests that the Granville Unit 14 Preliminary Development Plan is in substantial conformance with the Granville Master Plan and terms of the Granville Development Agreement (and Amendments). The Land Use designation of the Prescott Valley General Plan 2025 is Low Density Residential and the existing zoning of R1-10 PAD is in conformance with the General Plan, and based on the foregoing, staff recommends the Commission make a Motion to approve PDP19-006 subject to the following conditions:

1. Approval by the Town Council of a Final Development Plan in accordance with Town Code Article 13-19 consistent with the Preliminary Development Plan including a maximum number of units as shown therein.
2. In conjunction with a Final Development Plan, installation of public improvements and dedications as required by the Town Engineer.

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

Vice-Chairperson Renken asked about the agreement between Jasper & Granville regarding the widening of Sante Fe Loop and the timeline.

Mr. Scott stated that the applicant may address that question.

There were no further questions or comments from the Commission for Staff; therefore, Chairperson Zurcher invited the applicant to address the Commission.

Joe Contadino, Owner of Universal Homes, addressed the Commission. Mr. Contadino stated that he has been developing the Granville Community for the past 20 years. He further addressed the question regarding the widening of Sante Fe Loop in which he stated that the original traffic studies determined that road needed to be a two lane road. However, the Town wanted that to be a major thoroughfare, therefore, Granville has dedicated enough land – 180 feet of right-of-way for future development. Granville was required to complete the first two lanes.

Chairperson Zurcher stated he had concerns regarding the traffic at the intersection of Tuscany and Sante Fe Loop Rd., and questioned if there were any plans to install a 4-way stop at that intersection.
Mr. Contadino stated that there is not a plan for that currently; however, he would encourage it as well as one at Granville Fairway given the increased amount of through traffic coming from Prescott East Hwy.

Chairperson Zurcher suggested there be an added condition of requiring traffic studies at those specific intersections to evaluate if traffic signs are warranted.

Mr. Contadino clarified confusion that some people in the Granville community had regarding the application of a letter of map revision (CLOMR and LOMR). Mr. Contadino stated that they have filed a conditional letter of map revision (CLOMR) that covers units 11 & 12 which is north of Sante Fe Loop Rd., on the east side of Tuscany. He noted that the LOMR and CLOMR encompasses unit 14, and they have filed a CLOMR and obtained approval of a CLOMR and are now in the process of filing for the letter of map revision (LOMR) which will happen in the next few weeks.

Mr. Contadino further stated that they are also working on another filing of a CLOMR on the east side of Glassford Hill to channelize that area and remove from the floodplain. Mr. Contadino discussed the progress of development of the remainder of the Granville Community.

Vice-Chairperson Renken asked for clarification regarding lots on the east side of Tuscany having to have fill brought in for lots on the north side and the effects. Mr. Contadino stated that all lots will be several feet above the road and out of the floodplain and drainage channel.

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

Joe Hammes, Granville resident, addressed the Commission. Mr. Hammes is concerned about the drainage channels and maintenance of them as he has seen them deteriorating. He is concerned the Granville HOA will become financially responsible for the upkeep.

Mr. Contadino noted that they have built drainage channels since the first phase of Granville and have never had a failure in twenty years. He emphasized that they are designed by professional engineers.

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 PDP19-006**

Vice-Chairperson Renken moved to approve PDP19-006 as submitted with conditions and one additional condition and forward to the Town Council for approval.

1. Approval by the Town Council of a Final Development Plan in accordance with Town Code Article 13-19 consistent with the Preliminary Development Plan including a maximum number of units as shown therein.
2. In conjunction with a Final Development Plan, installation of public improvements and dedications as required by the Town Engineer.
3. Recommend that Staff evaluate the intersections of Tuscany and Sante Fe Loop and Sante Fe Loop and Granville Fairway for changes in stop conditions as it relates to possible traffic calming efforts.

Commissioner Roberts seconded the motion.

MOTION carried 5:0 by roll call vote as follows: Chairperson Zurcher YES, Vice-Chairperson Renken YES, Commissioner Musarra YES, Commissioner Rutherford YES, and Commissioner Roberts YES.

MOTION carried with 5 ayes and 0 nays.

2. RP19-014. Upon the application of Circle K Store Inc., a request for a Reversionary Plat to combine lots in the Town & Country Industrial Park and to abandon certain roadways and accept utility easements, located at the Southeast intersection of State Route 69 and Glassford Hill Rd.

Mr. Scott stated that a new Super Circle-K Convenience Store with gas pumps is planned at the general location of the Southeast intersection of State Route 69 and Glassford Hill Rd. It is an allowed use by right in the C2 Zoning District, and the property is part of the Town & Country Industrial Park approved in 1986 and involves Lots 23, 24, 25 & 26. He noted that this Reversionary Plat will combine the lots into one new larger parcel. Along with combining the lots, a portion of 1st St. is being abandoned and a new street is being dedicated from 1st St to 2nd St to eliminate the proximity of 1st St to State Route 69 which creates hazardous traffic flows. Mr. Scott indicated that the plat has been reviewed by the Town Engineer, and upon approval by the Planning and Zoning Commission, a final plat will be sent to the Town Council for approval. The Town Code defines "Reversionary Plat":

1. a Final Plat for the purpose of reverting previously subdivided land to unsubdivided land; or
2. a Final Plat for the purpose of vacating streets or easements previously dedicated to the public; or
3. Final Plat for the purpose of vacating or redescribing lot or other parcel boundaries previously recorded.

Mr. Scott reported that Staff recommends RP19-014 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 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 RP19-014**

Commissioner Roberts moved to approve RP19-014 as submitted with condition and forward to the Town Council for approval.

1. Submittal of one signed and notarized Reversionary Plat Mylar for recording following approval by the Town Council.
   Vice-Chairperson Renken seconded the motion.

MOTION carried 5:0 by roll call vote as follows: Chairperson Zurcher YES, Vice-Chairperson Renken YES, Commissioner Musarra YES, Commissioner Rutherford 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 Rutherford made the MOTION, seconded by Commissioner Roberts 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 Rutherford YES.

**MOTION carried with 5 ayes and 0 nays.**

The November 4, 2019, meeting of the Planning and Zoning Commission adjourned at 6:00 p.m.

Chairperson Zurcher
PUBLIC HEARING ITEM
ZMC19-012
Kachina Mini Storage
TO: Planning and Zoning Commission
FOR: December 9, 2019 Meeting
FROM: Joe Scott, AICP, Planner
DATE: November 19, 2019
RE: “ZMC19-012 Kachina Mini Storage”

STAFF REPORT

Applicant/Agent:

Zoning: R1 L (Residential; Single-Family Limited)
        PAD (Yavapai County)

Request:

ZMC19-012. Upon the application of Joshua Fowler, Agent, a request for a Zoning Map Change from R1L-70 (Residential; Single Family Limited) to C3 (Commercial; Minor Industrial) on an approximately two (2) acre parcel located on the east side of State Route 69 approximately 500’ north of Kachina Ln, Dewey, AZ, 86327. APN 402-02-045C. This rezoning will be for an expansion of the existing mini storage facility on adjacent APN 402-02-046.
Background:

While still in Yavapai County jurisdiction, prior to annexation, adjacent parcels APN 402-02-046 and 402-02-046A respectively, were approved for a Zoning Map Change (H4036) by Ordinance No. 661 on July 6, 2004 from R1-70 (Residential, 70,000 sq. ft. minimum lot size) to the C2 (Commercial, General Sales and Services) and RS (Residential Services) zoning districts, to allow for the installation of a 300 unit self-storage facility, a manager's quarters and 2,400 sq. ft of offices on an approximately 2.85 acre parcel. The RS zoning on APN 402-02-046A was intended to act as a buffer to the more industrial storage use.

The owner later determined that the RS zoning wouldn’t allow a retail tenant in the building. To accomplish this, it would be necessary to have a zoning change to C1 for that parcel. In anticipation of eventual annexation, Prescott Valley staff recommended C3 zoning for the mini-storage to be in compliance with Prescott Valley Zoning upon annexation. On May 2, 2005, the Board of Supervisors approved Ordinance No. 664 for a Zoning Map Change (H5040) from C2 to C3 zoning for APN 402-02-046 to allow for the construction of a self-storage facility and from RS to C1 zoning for APN 402-02-046A to allow for commercial buildings and a manager's office/residence. The storage building and "light" commercial buildings were developed prior to annexation. Because town sewer lines are not within 300', an approved septic system was installed. ADOT approved Permit #90730 for a Right In/Right out access drive.

The subject property was subsequently part of Annexation ANX06-002 that comprised a total of one hundred fifty-five (155) acres in the Dewey Area approved on August 31, 2006 by Ordinance No. 665. The property was designated as R1L-70, R1L-35, C1, C2 & C3 zoning (being the zoning designation most consistent with the current Yavapai County Zoning Districts of R1L-70, R1L-35, C1, C2 & C3 zoning).

The owner and agent have now requested a Zoning Map Change from R1L-70 (Residential; Single Family Limited) to C3 (Commercial; Minor Industrial) on APN 402-02-045C an approximately two (2) acre parcel located north of existing APNs 402-02-046 and 402-02-046A for an expansion of the existing mini storage facility. The expansion includes: forty-five (45) 10'x20' units on the north border, fourteen (14) 10'x10' units, six (6) 10'x30' units and twenty-five (25) 10'x20' units in the middle, and forty (40) 10'x20' units at the south border. The expansion site also includes forty (40) RV parking spaces on the east side as illustrated on the preliminary site plan ("Attachment-1"). An Initial Project Review Meeting was held June 19, 2019 and the plan was reviewed by Building, Zoning, Public Works, CAFMA, and ADOT. Conditions of rezoning are intended to insure any development meets all required standards.

The Town is planning for the extension of Village Way south from Bradshaw Mountain Dr. to S.R. 169. There is no existing wastewater infrastructure in the project vicinity. The nearest wastewater facility to this project is the existing Town of Prescott Valley lift station on Aztec Road approximately one-half mile to the north. This sewer extension may follow the same easement as the roadway. An alignment has to be determined and the Town needs to acquire necessary easements. This project will benefit in the future from regional improvements and will be required to contribute to those improvements when developed.

General Plan 2025

At the time of annexation all of the property within the annexation boundary was outside of the Prescott Valley General Plan 2020 boundary. At the November 13, 2006 meeting, the Planning and Zoning Commission recommended approval of a Major General Plan Amendment that, among other things, included the expansion of the Tier II boundary and the PAD 5-II boundary to include all the
annexed lands, along with other State Lands. GPA06-001 was approved by the Town Council at the December 7, 2006 meeting. Recognizing the proximity to State Highways, the amendment also included various text changes defining the Charter as:

Offering diverse housing, commercial, office and employment opportunities for people working or living in the vicinity of the Highway 69 corridor and to serve the surrounding communities.

PAD 5-II defines Land Uses as:

Low density residential, Medium Density Residential, Medium High Density Residential, Regional Commercial, Community Commercial and Neighborhood Commercial and Open Space.

Neighborhood Meeting:

The applicant conducted a neighborhood meeting with property owners on June 26, 2019 and noticed owners within a one thousand (1,000) foot radius. It was reported that no one attended the meeting or otherwise voiced objections to the proposed rezoning application.

Review and Recommendation:

The requested Zoning Map Change from R1L-70 to C3 and proposed land uses are in conformance with the General Plan 2025 and appropriate with the limitations set forth as conditions of approval.

ACTION: Staff recommends Commission make a motion to approve Zoning Map Change 19-012 with the conditions below. VOTE

1. Development shall be in substantial conformance with the attached Site Plan ("Attachment-1") and all C3 uses shall be limited to those shown on the plan for mini-storage and RV and boat storage.

2. Compliance with all Town Code standards for Building, Drainage and Zoning including all Site Development Standard of Article 13-26 and 13-26a.

3. Adherence to ADOT Requirements in "Attachment-2"

4. The developer shall participate in regional roadway and sewer improvement cost as determined by the Town Engineer in proportion to acreage for parcels subject to rezoning and development permits in the identified area in "Exhibit-A"
June 18, 2019

TO: Sally Nagamatsu  
Community Development Department  
7501 E. Civic Circle  
Prescott Valley, AZ. 86314

FROM: Richard Perez  
Northwest District Permits Supervisor  
1109 E. Commerce Dr.  
Prescott, AZ. 86305

Re: Comments on Commercial Project Review meeting IPR19-0025:

Project: Mini / RV Storage  
Applicant: Joshua Fowler  
Site Address: 167 S. Hwy. 69  
Parcel #: #402-02-045C  
Currently Zoned: R1L  
Property Owner: Eric Hemmingway  
Proposed Use: Expanding current mini storage to larger mini/R.V. Storage

ADOT’s comments are as follows for the above referenced review:

1. No additional improvements are required.
2. The current access Permit #90730 was issued for a mini-storage facility back in 2004 to the current owner Eric Hemmingway. Permit #90730 will have to be updated to show the change of use to include the BBQ establishment as well as the expansion of the mini-storage.
3. Copies of the recorded deeds for all three parcels will be required along with the encroachment permit application describing the change of use to include the additional use.
4. Contact the Northwest District Prescott Area Permits Department for directions and application. ADOT respectively requests that the Town of Prescott Valley not issue a building permit until the updated encroachment permit is obtained from ADOT.
5. No advertising of any kind are permitted in ADOT Right of Way. Signs, banners, sandwich boards etc. are strictly prohibited.
TO: Planning and Zoning Commission
FOR: December 9, 2019 Meeting
FROM: Joe Scott AICP, Planner
DATE: November 20, 2019
RE: “RP19-001 – Carreras”

STAFF REPORT

Applicant: Rolando Carreras
117 N. Cortez St.
Prescott, AZ 86301

Zoning: C2-PAD (Commercial; General Sales and Services-Planned Area Development)

Request: RP19-001. Upon the application of Rolando Carreras, Agent, a request for a Reversionary Plat to combine Lots 17, 18 & 19 Prescott Valley Unit 7, into one new larger Lot 19A. Property located at 8176 E. State Route 69, Prescott Valley, AZ. The property is presently vacant and planned for a new restaurant.

Review and Recommendation:

The larger combined Lot will meet standards for the C2-PAD District and Staff recommends that RP19-001 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.
ACTION ITEM
FDP19-013
CAVAN OPPORTUNITY FUND
TO: Planning and Zoning Commission
FOR: December 9, 2019 Meeting
FROM: Joe Scott AICP, Planner
DATE: November 18, 2019
RE: “FDP19-013 – Cavan”

STAFF REPORT

Applicant/Owner:
Cavan Opportunity Fund, LLC
15300 N. 96th St., Ste. 200
Scottsdale, AZ 85260

Zoning: RS-PAD

General Plan: PAD 5-II

Requests:

FDP19-013. Upon the application of The Cavan Opportunity Fund, LLC, a request for review of a Final Development Plan for 183 multi-family residential units on approximately 19 acres zoned RS-PAD located on multiple parcels located at the northeast corner of State Route 69 and State Route 169 in Prescott Valley Town Limits.

Background:

At the September 9, 2019 Planning and Zoning Commission staff provided detailed information on a request by The Cavan Opportunity Fund, LLC, for a Zoning Map Change (ZMC19-008) from C2-PAD (Commercial; General Sales and Services - Planned Area Development) to RS-PAD (Residential, Sales and Services - Planned Area Development) on approximately 19 gross acres, located on the Northeast corner of SR-69 and SR-169 in Prescott Valley Town Limits. The Commission recommended approval of ZMC (with conditions) and also approved related Preliminary Development Plan (PDP19-005) for 197 multi-family residential units on approximately 19 acres rezoned to RS-PAD, and approximately 42,000 square feet of commercial/office development on approximately 6 acres remaining C2-PAD. Following the presentation by Staff at the September 9th meeting the Commission asked that a condition be added stipulating compliance with the Traffic Impact Analysis (TIA) as approved by ADOT.
During public comments some neighbors that had horses on their property expressed concerns about the safety of horse trailers and semi-trucks going through the development and the turning radius on the realigned Dunivin Lane. The Applicant stated that the preliminary plan is a “hand sketched” concept, and the geometry of the realigned Dunivin Lane corner would be modified as part of the Final Development Plan and would be constructed to standards which would accommodate large vehicles. The Chairman stated that he would like to add as a condition of approval that the Planning Commission review and approve the Final Development Plan prior to formal Council approval. The Commission members agreed and voted unanimously in separate motions to approve ZMC19-008 and PDP19-005 (with conditions) and forward to the Town Council for approval. The Town Council subsequently held a second public hearing on October 10, 2019 and then approved Ordinance No. 868 at October 24, 2019 with the conditions below.

1. Development shall generally occur consistent with the circulation patterns as illustrated on the Preliminary Development Plan, and uses of the property shall be consistent with uses permitted in the RS-PAD Zoning District and storage requirements for Multi-Family residences.

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 including engineered drainage and grading plans and all off site street and drainage improvements as recommended by the Town Engineer and Public Works Director.

3. The Planning Commission shall first review and recommend approval of any Final Development Plans prior to being submitted to the Town Council.

4. The developer shall be responsible for any infrastructure needed to serve the site; however, the developer may seek to distribute or be reimbursed for cost through creation of public improvement reimbursement agreements per Town Code §14-04-070, a Development Agreement with the Town per ARS §9-500.05, or other voluntary processes or arrangements with the Town or other parties.

5. Compliance with the Traffic Impact Analysis (TIA) as approved by ADOT.

6. The developer shall participate in roadway improvements commensurate with traffic generated by the project as determined by the Public Works Director and approved by the Town Council in conjunction with each subsequent Final Development Plan approval.

7. Remitting to the Town, on a monthly basis, all monies collected as a result of the proposed multifamily 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.
The applicant has now submitted for review by Commission a more detailed Final Development Plan (Exhibit “A”) identifying Residential Parcel 1, Commercial Parcels 2 & 4 and Sewer Lift Station Parcel 3. An updated the Narrative (Exhibit “B”) is provided with site conditions and project description for the Unit layout, and addressing the Commission’s concerns with traffic circulation. Specifically, the Narrative discusses that: “Dunivin Lane has been re-aligned to turn east and connect to Village Way with direct access to SR-169. A gentle curve has been provided within the access alignment to ensure that large trucks and trailers can easily navigate this new roadway alignment. The radius of this curve is 186 feet inside and 214 feet outside, allowing for all large trucks and trailers to easily navigate the new alignment. Additionally, the developer plans to work with the adjacent property owners north of the development, and the Town, to provide an interim roadway alignment along the ultimate Village Way extension alignment. This will allow for a more immediate alternative access to Village Way and ultimately SR-169 from the various properties to the north, in addition to the re-aligned Dunivin Lane access. The future alignment of Village Way will also provide for a proposed public utility easement (PUE) alignment to address the future routing for gravity sewer/lift station requirements.” (Exhibits “C” & “D”)

**Discussion and Recommendation:**

The Final Development Plan for Parcel 1 identifies building locations, parking and open space, and access and circulation features. The zoning is RS-PAD. The total number of units has gone from 197 to 183 to accommodate roadway alignments. Preliminary Water and Wastewater Impact Studies, and Drainage Report have been submitted for review. Final Reports will be required prior to approval of any development plans. As discussed, there is currently no existing wastewater infrastructure in the Project vicinity and development of the project will be dependent on acquiring necessary Sewer easements as needed. Separate Final Development Plans will be required for any future commercial/office development on Parcels 2 & 4 zoned C2-PAD. Staff observes that the Final Development Plan addresses the concerns raised by the Commission.

**ACTION: Staff recommends Commission make a motion to approve FDP19-013 with the conditions below and forward to Town Council. VOTE**

1. 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 including engineered drainage and grading plans and all off site street and drainage improvements as recommended by the Town Engineer and Public Works Director.

2. The developer shall be responsible for any infrastructure needed to serve the site; however, the developer may seek to distribute or reimburse cost through creation of public improvement reimbursement agreements per Town Code §14-04-070, a Development Agreement with the Town per ARS §9-500.05, or other voluntary processes or arrangements with the Town or other parties.

3. Compliance with the Traffic Impact Analysis (TIA) as approved by ADOT.

4. The developer shall participate in roadway improvements commensurate with traffic generated by the project as determined by the Public Works Director and approved by the Town Council in conjunction with each subsequent Final Development Plan approval.
Bungalows on Village Way
SR69 & SR169

Final Development Plan Narrative

Submitted by:

RVI Planning + Landscape Architecture
Mark Reddie
120 South Ash Avenue
Tempe, AZ 85281
Phone: (480) 994-0994

Civil Engineer
George Krall
2141 E. Highland Ave
Phoenix, AZ 85016
Phone: (602) 730-3814

On Behalf of:

the Advanced Acquisitions, LLC

REVISED November 1, 2019
Final Development Plan Narrative Letter of Intent

Introduction
RVi Planning + Landscape Architecture, on behalf of Cavan Opportunity Fund, LLC, is pleased to submit this Final Development Plan (FDP) application in support of an approximate 19-acre residential development located at the northeast corner of State Route 69 and State Route 169 in Prescott Valley, Arizona. The property is part of a larger 25.5-acre parcel, with the remaining acres being maintained for future development for office, commercial and/or utility uses. The proposed FDP requests will allow for the development of a professionally managed, single family detached and duplex community with one-story rental homes designed in a cluster configuration on a single lot. The proposed development will incorporate various lifestyle amenities and open space plan that will offer a luxury residential rental community to support the growing population within Prescott Valley.

Existing Site Conditions
The property is currently vacant with relatively flat topography. There are several overhead power lines and utilities easements within the property, as well as an access easement (Dunivin Lane) providing access to State Route 169 for the properties to the north. Some of the existing utility poles will be removed and/or relocated to consolidate their location. To the north is existing large lot residential development. To the east is the Aqua Fria River. To the south is State Route 169 and to the west is State Route 69. The property was recently rezoned from commercial to multi-family residential (RS-PAD) to allow for the proposed development plan.

Project Description
The Bungalows on Village Way is a proposed single-family detached and duplex luxury residential rental community comprised with 183 single-story residential units. The plan includes a mix of 1-bedroom duplexes (58 units), 2-bedroom (92 units) and 3-bedroom (33 units) detached units with an overall net density of 9.66 du/ac. Each unit will include a private landscaped backyard in addition to centralized common open space. The community will include a central project amenity area at the primary entry including a leasing office and fitness center, pool and spa, shaded gathering space, fire pit, and landscaped areas for the use and enjoyment of residents. Overall, approximately 40% of the total site area will be designated as public or private open space.

Primary access to the site will be provided off SR-169 at Village Way, a new collector road with full turn movement access at SR169 with a stop sign-controlled intersection. From Village Way, entry into the community will be provided at two locations, with the primary entry being located near the northeastern portion of the property which will be the location of the leasing center. Additional access will be location off the re-aligned Dunivin Lane access road at multiple locations throughout the development based on the unique constraints of the site. Note that depending on the timing of the CLOMR to modify the floodplain near the primary entry, the initial phasing of the development may include entry off the newly realigned Dunivin Lane from the west. Parking will be provided throughout the development with a looped parking and drive aisle within the central portion of the development and several smaller parking areas off the Dunivin Lane access road to serve the adjacent residential units within those areas. All circulation and drive aisles will meet the required turning movements of 28’ inside and 50’ outside radius requirements. In addition to the primary access of SR169 at Village Way, a secondary access connection will be provided to SR69 approximately 600 feet north of the SR169 intersection. Subject to a full, paved access permit from ADOT at this location, the secondary access may initially be provided as a temporary roadway condition via an interim compacted travel surface or a fully improved access with right-in, right-out access into and out of the site.
Dunivin Lane currently runs directly south through the property with direct access to SR169 approximately 100' east of the SR69 intersection. Due to safety concerns cited by ADOT, this access point may be closed once the new Village Way access is provided. As such, Dunivan Lane has been re-aligned to turn east and connect to Village Way with direct access to SR169. A gentle curve has been provided within the access alignment to ensure that large trucks and trailers can easily navigate this new roadway alignment. The radius of this curve is 186 feet inside and 214 feet outside, allowing for all large trucks and trailers to easily navigate the new alignment. Additionally, the developer plans to work with the adjacent property owners north of the development, and the Town, to provide an interim roadway alignment along the ultimate Village Way extension alignment. This will allow for a more immediate alternative access to Village Way and ultimately SR-169 from the various properties to the north, in addition to the re-aligned Dunivin Lane access. The future alignment of Village Way will also provide for a proposed public utility easement (PUE) alignment to address the future routing for gravity sewer/lift station requirements.

The residential units are designed in a cluster configuration, with typically 4-8 units clustered around a common connected pedestrian courtyard area. Common amenities and open spaces are provided within the central portion of the development for ease of access to all residents. Each unit will also include a private backyard with landscaping and artificial turf for additional private outdoor space for residents. Private storage will be provided both interior to the unit within the walk-in closets as well as private secured outdoor storage opportunities within the private backyards provided with each unit. Collectively, a minimum of 50 square feet of storage will be provided when combining the interior spaces and exterior spaces, meeting the general intent of the storage space requirement. As a point of clarification related to storage, these are all rental units and all landscaping and amenities, including the landscaping within private backyards, will be maintained by the property management company so separate storage needs for garden equipment, etc., for residents are minimal.

Water retention for the community will include a combination of surface storage and underground storage tanks. Off-site drainage will be provided in a combination of underground pipe and a drainage swale along the north edge of the property. Parking will meet Town requirements and will including shaded parking for residents. The plan requires 337 parking spaces per Town code (1.5 space for 1 bedroom units, and 2 spaces for 2-3 bedroom units) and provides for 364 spaces, exceeding the minimum requirement. 184 of the parking spaces will include shaded parking canopies, and each unit will be designated 1 shaded parking space. Trash enclosures are provided per Town standard detail and are evenly spaced locations throughout the community.