



**Planning and Zoning Commission**  
**Monday, September 13, 2021**  
**6:14 PM**  
**Library Auditorium**  
**7401 E. Skoog Blvd.**

----- Minutes -----

**I. Call to Order**

Chairperson Zurcher called the September 13, 2021, public meeting of the Planning and Zoning Commission to order at 6:14 p.m.

**II. Invocation**

✚ Invocation given by Commissioner Gary Roberts.

**III. Pledge of Allegiance**

**IV. Attendance**

Chairperson Zurcher asked for roll call attendance to be taken. Members present: Chairperson Zurcher, Vice-Chairperson Renken, Commissioner Rutherford, Commissioner Roberts, Commissioner Laney and Commissioner Griffis. Staff Present: Eric Fitzer, Interim Director, Mark Trinidad, Planner, Wayne Balmer, Interim General Plan Consultant and Kristi Jones, Administrative Support II.

**V. Approval of Minutes**

Chairperson Zurcher asked if the Commission had amendments to the minutes from the August 9, 2021, meeting. No revisions were submitted; thus, Chairperson Zurcher called for a motion to approve the minutes. Commissioner Griffis made the MOTION, seconded by Commissioner Rutherford to approve the minutes from the August 9, 2021, Planning Commission meeting.

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

**MOTION carried with 5 ayes and 1 abstain.**

**VI. Announcements**

✚ Eric Fitzer, Interim Director, announced that this is his last week working for the Town of Prescott Valley. Mr. Fitzer introduced Wayne Balmer, Interim General Plan Consultant to the Commission. Mr. Balmer briefly described his work background and goals for the General Plan update.

**VII. Public Hearing Items**

✚ There were no public hearing items.

## VIII. Action Items

1. **PDP21-007.** Upon the application of Michael Taylor Architects, a Preliminary Development Plan for 89A Dental Care and future professional office building with 6,933 square feet of dental office space and 7,150 square feet of professional office space on approximately 1.64 acres located west of the southwest corner of Pronghorn Ranch Parkway and Viewpoint Drive. APN# 103-01-004K.

Eric Fitzer, Interim Director, stated that the subject property is generally located west of the southwest corner of Pronghorn Ranch Parkway and Viewpoint Drive. APN# 103-01-004K within the incorporated Town limits. More specifically north of State Route 89A adjacent to the Church of Latter-Day Saints on Pronghorn Ranch Parkway.

Mr. Fitzer reported that the existing zoning is C2-PAD (Commercial; General Sales and Service – Planned Area Development) and PM-PAD (Performance Manufacturing – Planned Area Development) and noted that both zoning designations allow the requested type of use.

Mr. Fitzer displayed a site map and highlighted an access point as well as a location for future signage. He noted that the applicant will be required to provide some roadway improvements (stipulation #6) associated with the Commission’s potential approval.

Mr. Fitzer showed an overall illustration of the proposed development once again, noting the access point as well as the roadway improvement area. He indicated that parking exceeds the minimum Town requirements. Mr. Fitzer reported that there will be refuse locations and drainage onsite.

Mr. Fitzer displayed a graphic of the landscaping plan noting landscaping will be provided along Pronghorn Ranch Parkway as well as landscape islands. The landscaping meets minimum Town standards for quantity and the landscaping species meet Town requirements.

Mr. Fitzer displayed the proposed elevations associated with the dental facility as well as the photometrics and noted that they all meet the Town’s standards.

In conclusion, Mr. Fitzer stated that the proposed Preliminary Development Plan is consistent with the Town of Prescott Valley *General Plan 2025*. The proposed Preliminary Development Plan is consistent with the zoning of the site. Reviewing agencies have indicated no objections.

Therefore, Staff recommends the Commission **approve** the Preliminary Development Plan PDP21-007 for 89A Dental subject to stipulations “1” through “8” as outlined below:

1. Development and use of the site shall be consistent with the Preliminary Development Plan Site Plan as attached, consisting of one (1) sheet entitled “89A Dental Care” prepared by Michael Taylor Architects.
2. Building Elevations shall be consistent with the Elevations entitled “89A Dental Care” consisting of one (1) sheet prepared by Michael Taylor Architects as attached.
3. Landscaping of the site shall be consistent with the Landscape Plan entitled “89A Dental Care” consisting of one (1) sheet prepared by Sketch Landscape Architecture Studio dated June 23, 2021.

4. Photometric Plans and cut sheets shall be consistent with the Photometric and Cut sheet Plan entitled “89A Dental” consisting of two (2) sheets prepared by Bowie Tiglas Engineering Inc. and Michael Taylor Architects” as attached.
5. Prior to Final Development Plan (FDP) approval, a Transportation Impact Analysis (TIA) or a Transportation Impact Statement, as determined by the Town Engineer shall be reviewed and approved by the Town of Prescott Valley.
6. Offsite improvements of roadway widening including curb, gutter, and sidewalk along the eastern end of the property will be required to be reviewed and approved by the Town Engineer.
7. Refuse containers are required to be screened from public view in accordance with Article 13-26-050.D.1.
8. Per 13-26-050.D.4. All ground-mounted mechanical equipment shall be screened from view by screen walls, on all sides, of a height equal to or greater than the mechanical equipment. Any roof-mounted mechanical equipment shall be concealed on all sides with screening devices which are equal to or greater in height than the mechanical equipment. The screening devices shall be or appear to be an integral part of the building.

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

Vice-Chairperson Renken asked if the (dirt) roadway located on the western border would be paved and whose responsibility would that be.

Mr. Fitzer stated that the developer would pave up to their site. He noted that there is another access point and reiterated that there will be some roadway improvements.

Vice-Chairperson Renken asked for clarification that the offsite improvements mentioned in stipulation #6 pertain to the NE corner of the project.

Mr. Fitzer responded “correct.”

Commissioner Griffis inquired as to what is the presumed timeline for a traffic study (regarding stipulation #5.)

Mr. Fitzer stated that this project may not require a formalized Traffic Impact Analysis. He noted that a Traffic Impact Statement (TIS) or Traffic Impact Analysis (TIA) is required at the time of the Final Development Plan. Mr. Fitzer reported that a scope of work is required at the Preliminary Development Plan level. A TIA is usually not required unless 100 or more trips are generated during the peak times.

There were no further questions of Staff; therefore, Chairperson Zurcher invited the applicant to address the Commission.

Stan Hitson, Michael Taylor Architects, and Dr. Craig Howden, 89A Dental Care, addressed the Commission. Dr. Howden indicated that during the IPR (Initial Project Review) process, Rick Chase, Central Arizona Fire & Medical Authority (CAFMA) requested the dirt roadway be brought to spec to accommodate the fire apparatus. He noted that their agreement with the landowners to the south is to get it fully graded with the necessary amount of AB gravel for a fire

apparatus to pass through safely. It will not be paved at this time; however, when the property to the south is developed, it will be paved.

Vice-Chairperson Renken asked if there is a timeframe to start breaking ground.

Dr. Howden replied “as soon as possible.” They would like to be operational a year from now.

Commissioner Griffis congratulated the applicant and thanked them for their submittal. She asked for clarification that the entrance that needs work on the eastern side will be the primary entrance into the complex.

Dr. Howden responded “correct.”

As there were no further questions for the applicant, Chairperson Zurcher opened the item to questions or comments from the public.

There was no public comment; therefore, Chairperson Zurcher closed public comment and brought the item back to the Commission for comments or motion.

#### **Action PDP21-007**

#### **Vice-Chairperson Renken moved to approve PDP21-007 as submitted with the following stipulations 1-8.**

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8. Per 13-26-050.D.4. All ground-mounted mechanical equipment shall be screened from view by screen walls, on all sides, of a height equal to or greater than the mechanical equipment. Any roof-mounted mechanical equipment shall be concealed on all sides with screening devices which are equal to or greater in height than the mechanical equipment. The screening devices shall be or appear to be an integral part of the building.

Commissioner Roberts seconded the motion.

MOTION carried 6:0 by roll call vote as follows: Chairperson Zurcher YES, Vice-Chairperson Renken YES, Commissioner Roberts YES, Commissioner Rutherford YES, Commissioner Griffis and Commissioner Laney YES.

**MOTION carried with 6 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.

Bruce Evans, resident of Quailwood Meadows, addressed the Commission. He stated that they have formed several committees to challenge the rezoning application submitted on behalf of Fain Signature Group and have had meetings with the Mayor, Council members and Town Staff. Mr. Evans indicated that the normal process of allowing 3 minutes per person of public comment when the application is being heard before the Commission doesn't seem adequate with the proposed project of 548 acres with approximately 2200 homes as that has quite an impact on Quailwood Meadows. He invited the Commissioners to meet with him individually to hear their objections. Mr. Evans stated that he met with the Fain's last week and they indicated that they would like the rezoning to be heard at the October Planning Commission meeting.

**X. Adjournment**

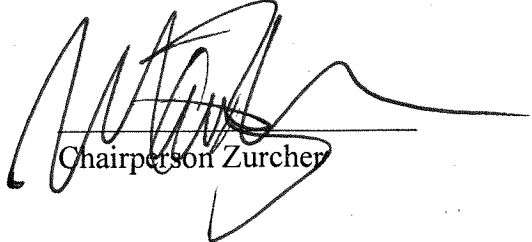
There was no further public comment related to any item presented during this meeting; therefore, Chairperson Zurcher called for a motion for adjournment.

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

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

**MOTION carried with 6 ayes and 0 nays.**

The September 13, 2021, meeting of the Planning and Zoning Commission adjourned at 6:32 p.m.

  
Chairperson Zurcher