



CITY OF SIERRA VISTA  
PLANNING AND ZONING COMMISSION  
MAY 15, 2024  
CITY COUNCIL CHAMBERS  
1011 N. CORONADO DRIVE

**REGULAR MEETING**.....5:00 PM

**CALL TO ORDER**

**ROLL CALL**

**ACCEPTANCE OF AGENDA**

**ACCEPTANCE OF MINUTES**

1. April 16, 2024

**CHAIR COMMENTS**

**CALL TO THE PUBLIC**

**OLD BUSINESS**

**NEW BUSINESS**

PUBLIC HEARING

2. Resolution 1202  
Request for Abandonment  
Portion of Charleston Road right-of-way

PUBLIC HEARING

3. Resolution 1203  
Request for a Conditional Use Permit  
New Hope Fellowship  
5420 E. Desert Shadows Drive

**FUTURE DISCUSSION ITEMS, COMMISSION REQUESTS, AND ANNOUNCEMENTS**

**INFORMATION**

Update on Projects

**CITY COUNCIL LIAISON COMMENTS**

Update on City Council Items

**ADJOURNMENT**

The doors to the City Council Chambers will open at 4:30pm

## SIERRA VISTA PLANNING AND ZONING COMMISSION

April 16, 2024  
City Council Chambers  
Meeting Minutes

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The regular meeting of the Sierra Vista Planning and Zoning Commission was called to order at 5:00 p.m. in the City Council Chambers.

Members Present: Bradley Snyder, Chair  
Randy Wilcox, Vice-Chair  
Daman Malone  
Tait Wilcox

Members Absent:

Staff Present: Jeff Pregler, Senior Planner

Council Present: Mayor McCaa  
Mayor Pro Tem Umphrey

Others Present: Bryce Kirkpatrick, Engineering Division/Public Works

### **ACCEPTANCE OF THE AGENDA:**

Mr. Randy Wilcox made the motion to accept the agenda. Mr. Malone seconded the motion.

VOTE: Approved by a vote of 4-0.

### **ACCEPTANCE OF THE MINUTES:**

1. Mr. Malone made the motion to accept the meeting minutes of January 30 and January 31. Mr. Tait Wilcox seconded.

VOTE: Approved by a vote of 4-0.

### **CHAIR COMMENTS**

None.

### **CALL TO THE PUBLIC**

Mr. Snyder opened the meeting to the public. There being no response, Mr. Snyder closed the meeting to the public.

### **OLD BUSINESS:**

None.

**NEW BUSINESS:**

PUBLIC HEARING

2. Resolution 1201  
Updated Surface Water Master Plan  
Development Code Text Amendments to Article 151.08

Mr. Malone made the motion recommending Resolution 1201 to the Mayor and City Council. Mr. Randy Wilcox seconded the motion.

*Mr. Pregler gave the staff presentation. Mr. Pregler stated that the proposed Surface Water Master Plan is the result of a study conducted by CMG Drainage Engineering in cooperation with the City's Public Works Department. The purpose of the Plan is to guide the planning, construction, location, and function of surface water conveyance systems within Sierra Vista. The previous Plan was adopted in 2006. However, there have been significant changes to some of the watercourses, both natural and man-made, including channelization, roadway culvert modifications, enlargement of detention basins on Ft. Huachuca, and channel entrenchment. These changes warranted the need for an updated Plan. The hydrologic modeling results in the Plan, have been used by the City for FEMA floodplain mapping and designing public infrastructure and land development projects since 2016. The new Plan will be used for any future revisions to the effective FEMA floodplain maps and for design of private or public infrastructure within the wash environments.*

*In addition to the Surface Water Master Plan, the Commission will be considering Development Code amendments to Section 151.08.005. These proposed changes reflect the updates in the Master Plan so that both documents have consistent rules and regulations.*

Mr. Randy Wilcox asked if the erosion in the washes was due to lack of maintenance. Mr. Bryce Kirkpatrick stated that there are a variety of factors that caused erosion in the washes such as increased development and varied intensity of storm patterns.

Mr. Malone asked if the Plan considers water conservation measures. Mr. Kirkpatrick stated that the Plan focused on City infrastructure and water quality by reducing sediment transport not on recharge and water conservation. However, the Cochise County Recharge Network is focusing in additional recharge areas and the City is a partner in this Network.

Mr. Snyder asked if the focus of the Plan was on new development. Mr. Kirkpatrick indicated that the focus of the Plan is to identify and prioritize those areas that are the most problematic as they relate to erosion and drainage issues. He also indicated that the Plan provided erosion setbacks for development as a means of wash management.

Mr. Snyder opened the meeting to the public. Ms. Tricia Gerrodette spoke during the call to the public. Ms. Gerrodette was supportive of the Plan but had questions about the usage of the Maricopa County Drainage Plan referenced in the SWP, as well as questions about some of the data and information provided in the SWP. Ms. Gerrodette also stated that the Plan should include aquifer recharge practices.

After no further comments, the Chair closed the meeting to the public.

VOTE: 4-0

3. Discussion Item  
Update to the General Plan, VISTA 2040

*Mr. Pregler provided a power point presentation to augment discussion on the General Plan. Mr. Pregler provided a timeline of important upcoming dates related to the General Plan. Then discussed the Sense of Place section in the Land Use, Growth, and Community Design Chapter. The presentation concluded with a summary of the Strategies and Goals within the Section.*

Mr. Snyder appreciated the feedback from all City Commission and the integration of their comments as he feels the Plan is much more inclusive.

Mr. Malone stated that the City needs to provide additional amenities and activities for younger individuals to retain the younger demographic. Mr. Snyder indicated that the younger generations want tiny homes which he feels could be achieved through the desire of homebuilders.

### **FUTURE DISCUSSION ITEMS, COMMISSION REQUESTS, AND ANNOUNCEMENTS**

None.

### **INFORMATION**

**Legacy Foundation**-new building to be constructed at the southwest corner of El Camino Real and Wilcox Drive. Site plan has been approved.

**U-Haul U-Box**-at the corner of Fry Blvd. and Coronado Drive. Site plan is approved.

**Taco Bell**-on Fry Blvd. The site plan is currently under review.

**Good to Go**-gas station at Fry Blvd. and El Camino Real. Site plan has been approved.

**Circle-K** on SR 90-under construction.

**Dollar General**-on SR 90-completed.

**Tropical Smoothie**-completed.

**Surgical Center**-southwest corner of Coronado Drive and Wilcox Drive. Still have a Temporary Certificate of Occupancy.

**Burger King**-on SR 90. New owners and new roof. Under construction.

**Popeyes**-under construction.

### **CITY COUNCIL LIASION COMMENTS**

The City Council attended the Fort Huachuca Military Ball and the show in the park. Expansion of the animal shelter will begin in the summer.

### **ADJOURNMENT**

The meeting was adjourned at approximately 5:10 pm.

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BRADLEY SNYDER  
Chairperson  
Planning & Zoning Commission

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MATT MCLACHLAN, AICP  
Executive Secretary  
Planning & Zoning Commission

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Jeff Pregler, AICP  
Recording Secretary

<b>TO:</b>	Planning and Zoning Commission
<b>THRU:</b>	Matt McLachlan, AICP, Community Development Director
<b>FROM:</b>	Jeff Pregler, AICP, Senior Planner
<b>MEETING DATE:</b>	May 15, 2024
<b>CASE NO:</b>	AB 2024-001 Portion of Charleston Road right-of-way
<b>SUBJECT:</b>	Resolution 1202, Request for Right-of-way abandonment on southside of Charleston Road at Cochise Crossroads
<b>REQUESTED ACTION</b>	I move that Resolution 1202, a proposal to abandon a portion of Charleston Road right-of-way, as shown on Exhibit A, be recommended to the Mayor and City Council.

## **ABANDONMENT REVIEW**

### **I. GENERAL INFORMATION**

#### **A. Request**

Abandonment of a portion of Charleston Road right-of-way as shown on Exhibit A.

#### **B. Location**

Southside of Charleston Road and north of parcel 107-16-026H.

#### **C. Site Area**

57,100 square feet (1.31 acres) MOL

### **II. BACKGROUND**

#### **A. Proposal/Summary**

The City is initiating an abandonment for a portion of right-of-way along the south side of Charleston Road between the roadway and the Cochise Crossroads shopping center. The area to be abandoned was previously owned by the Arizona Department of Transportation and then ultimately ownership passed to the City. The area exceeds the 100-foot wide right-of-way width for Charleston Road and therefore serves no public benefit. Staff is recommending that the parcel be abandoned, which will transfer ownership of the property to Cochise Crossroads, where it can be used for future development.

The City is proposing to construct a sewer line which will extend from State Route 90, continue through the abandoned area, and conclude at the eastern property line of parcel #107-16-026H, as shown in Attachment A. Since the abandoned area will be private property, a 22.5-foot-wide sewer easement will be needed to allow the City to

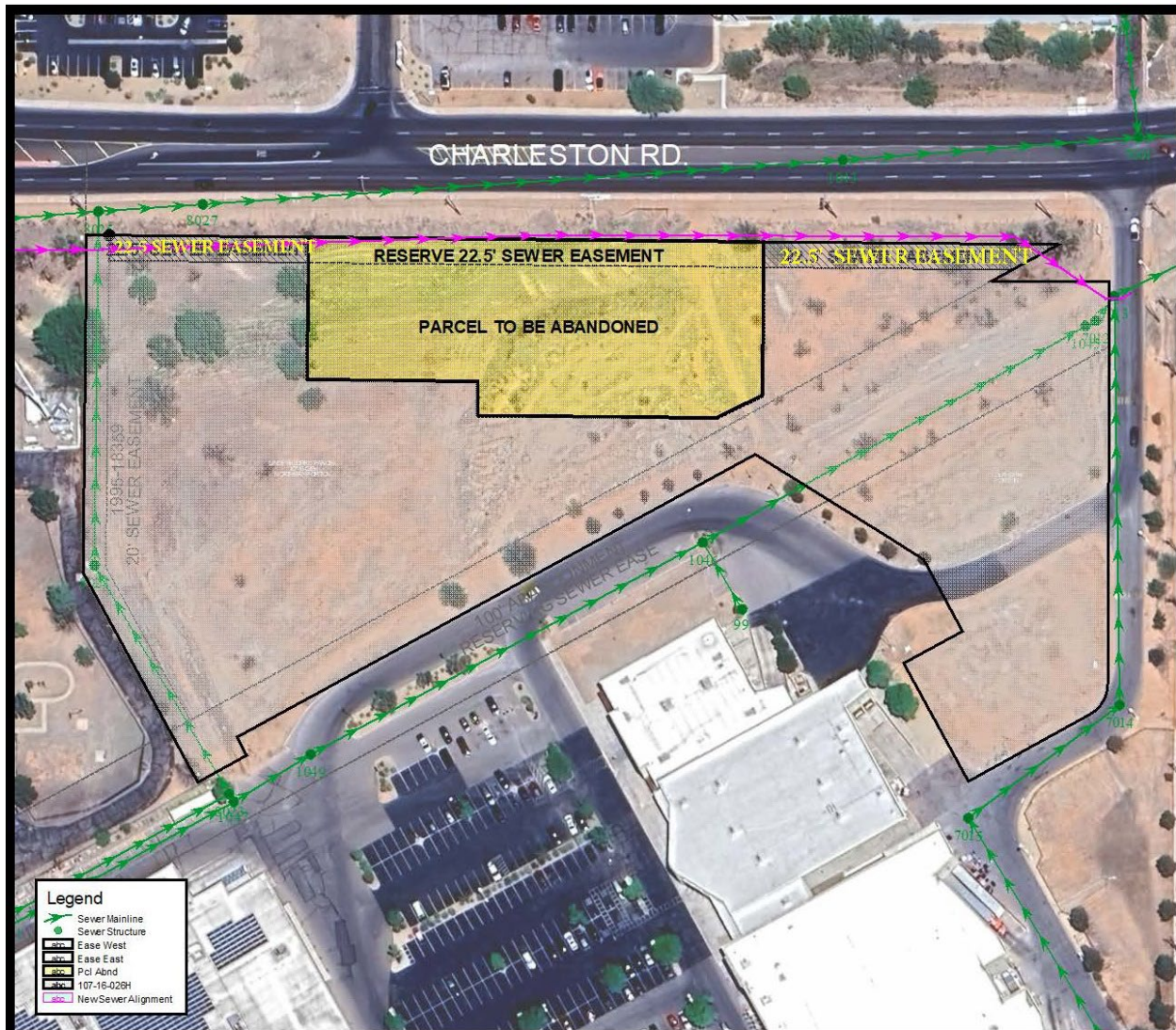
access and maintain the lines. The abandonment will be recorded to include the 22.5 wide sewer easement.

Per Arizona Revised Statutes 28-7205, title to any vacated (abandoned) roadway or alleyway vests to the abutting property owners where each will take ownership. Therefore, it is the private property owner's responsibility to maintain the abandoned property.

### **III. PUBLIC CORRESPONDENCE/COMMENT**

The City Council authorized staff to proceed with the abandonment at their March 14, 2024, meeting. Per the City's abandonment procedure, staff subsequently notified all utility companies for any comment or objection. No objections have been received to date.

# ATTACHMENT A



RESOLUTION 1202

A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF SIERRA VISTA, COCHISE COUNTY, ARIZONA; REAFFIRMING THE GOALS AND POLICIES OF VISTA 2030, THE CITY OF SIERRA VISTA GENERAL DEVELOPMENT PLAN; RECOMMENDING APPROVAL FOR AN ABANDONMENT OF A PORTION OF CHARLESTON ROAD RIGHT-OF-WAY AS DEPICTED AND DESCRIBED IN EXHIBIT A, LOCATED IN A PORTION OF THE OF SECTION 31, TOWNSHIP 21 SOUTH, RANGE 21 EAST OF THE GILA AND SALT RIVER BASE AND MERIDIAN; AND DIRECTING THE EXECUTIVE SECRETARY TO TRANSMIT THE PLANNING AND ZONING COMMISSION'S RECOMMENDATION AND COMMENTS TO THE CITY COUNCIL.

WHEREAS, this request reestablishes standard procedures for the abandonment of public rights-of-way and easements; and

WHEREAS, the City is desirous to abandon a 1.31-acre of right-of-way as depicted and described in Exhibit A;

WHEREAS, the City Council directed staff to proceed with the abandonment of alleyways; and

WHEREAS, the abandonment has followed all steps per the adopted abandonment policy.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF SIERRA VISTA, ARIZONA, AS FOLLOWS:

SECTION 1

That the following goals and policies of VISTA 2030, the City of Sierra Vista General Development Plan are reaffirmed: Goal 1-1, provide ample opportunities for citizen participation.

SECTION 2

That a resolution approving the abandonment of a 1.31-acre of right-of-way, as depicted and described in Exhibit A, be recommended to City Council for approval.

SECTION 3

That the Executive Secretary be, and hereby is, directed to transmit the Planning and Zoning Commission's recommendation and comments to the City Council.



PASSED AND APPROVED BY THE CHAIRPERSON AND MEMBERS OF THE  
PLANNING AND ZONING COMMISSION OF THE CITY OF SIERRA VISTA, ARIZONA, THIS  
15TH DAY OF MAY 2024.

\_\_\_\_\_  
BRADLEY SNYDER  
Chairperson

APPROVAL AS TO FORM:

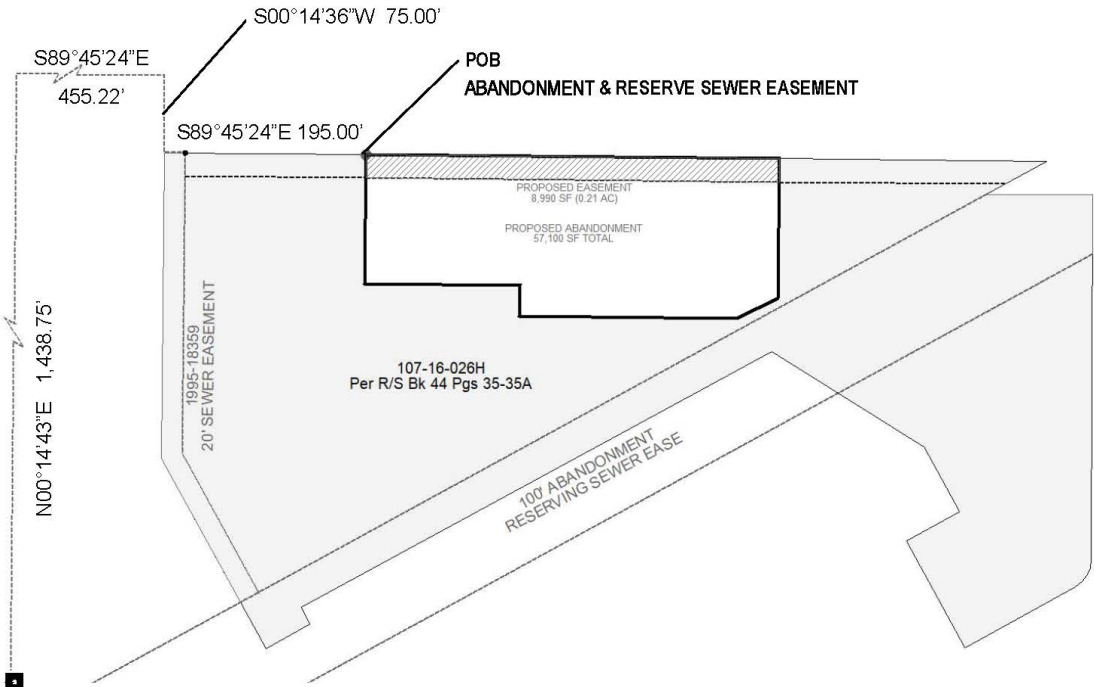
ATTEST:

\_\_\_\_\_  
NATHAN WILLIAMS  
City Attorney

\_\_\_\_\_  
JILL ADAMS  
City Clerk

PREPARED BY: Jeff Pregler

**EXHIBIT A - MAP**



SE Corner  
Sec 31 T21S R21E

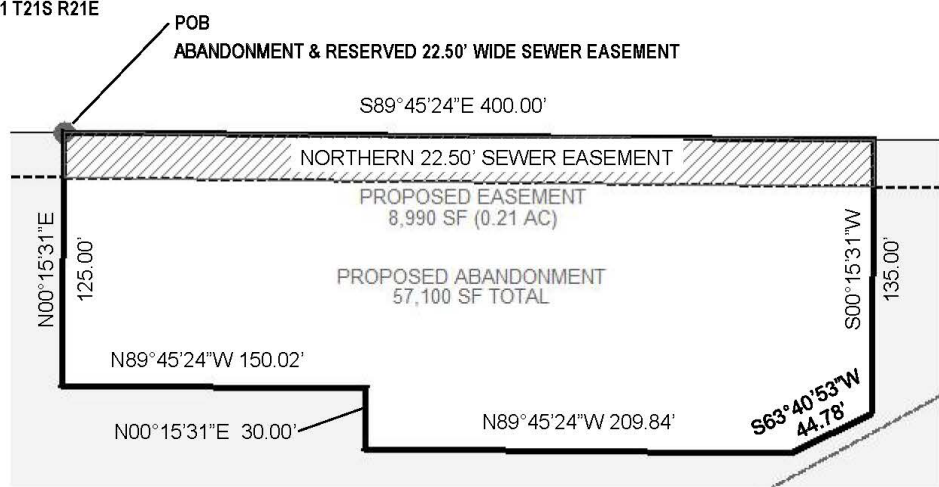


EXHIBIT A-Legal Description

PROPOSED RIGHT-OF-WAY ABANDONMENT

Being a portion of the Southwest quarter of Section 31, Township 21 South, Range 21 East of the Gila and Salt River Base and Meridian, Cochise County, Arizona, more particularly described as follows:

COMMENCING at the Southwest corner of Section 31;

THENCE North 00°14'43" East along the centerline of State Highway 90 Bypass a distance of 1438.75 feet to a point on the centerline of Charleston Road;

THENCE South 89°45'24" East along the centerline of Charleston Road a distance of 455.22 feet;

THENCE South 00°14'36" West a distance of 75.00 feet;

THENCE South 89°45'24" East a distance of 195.00 feet to the POINT OF BEGINNING;

THENCE continuing South 89°45'24" East a distance of 400.00 feet;

THENCE South 00°15'31" West a distance of 135.00 feet;

THENCE South 63°40'53" West a distance of 44.78 feet;

THENCE North 89°45'24" West a distance of 209.84 feet;

THENCE North 00°15'31" East a distance of 30.00 feet;

THENCE North 89°45'24" West a distance of 150.02 feet;

THENCE North 00°15'01" East a distance of 125.00 feet to the POINT OF BEGINNING

The above described Parcel contains approximately 57,100 square feet (1.31 acres)

Reserving an Easement across the north 22.50 feet of said described Abandonment to the City of Sierra Vista. Said easement contains 9,000 square feet (0.27 acres).

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## STAFF MEMORANDUM

<b>TO:</b>	Planning and Zoning Commission
<b>FROM:</b>	Jeff Pregler, AICP, Senior Planner
<b>THRU</b>	Matt McLachlan, AICP, Community Development Director
<b>MEETING DATE:</b>	May 15, 2024
<b>SUBJECT:</b>	PUBLIC HEARING Conditional Use Permit New Hope Fellowship Church 5420 E. Desert Shadows Drive
<b>REQUESTED ACTION:</b>	I move that Resolution 1203, as shown in Exhibit A, is consistent with the requirements of the Development Code and the General Plan and is hereby recommended for approval with conditions to the Mayor and City Council.

### GENERAL INFORMATION

**Applicant:**

Church San Pedro Evangelical Free S.V. (New Hope Fellowship Church)

**Request:**

Consideration of a Conditional Use Permit to authorize a 1,200 square foot expansion to the auditorium on the subject property.

**Location:**

5420 E. Desert Shadows Drive (Parcel #107-49-001H)

**Zoning:**

Single Family Residence-36 (SFR-36)

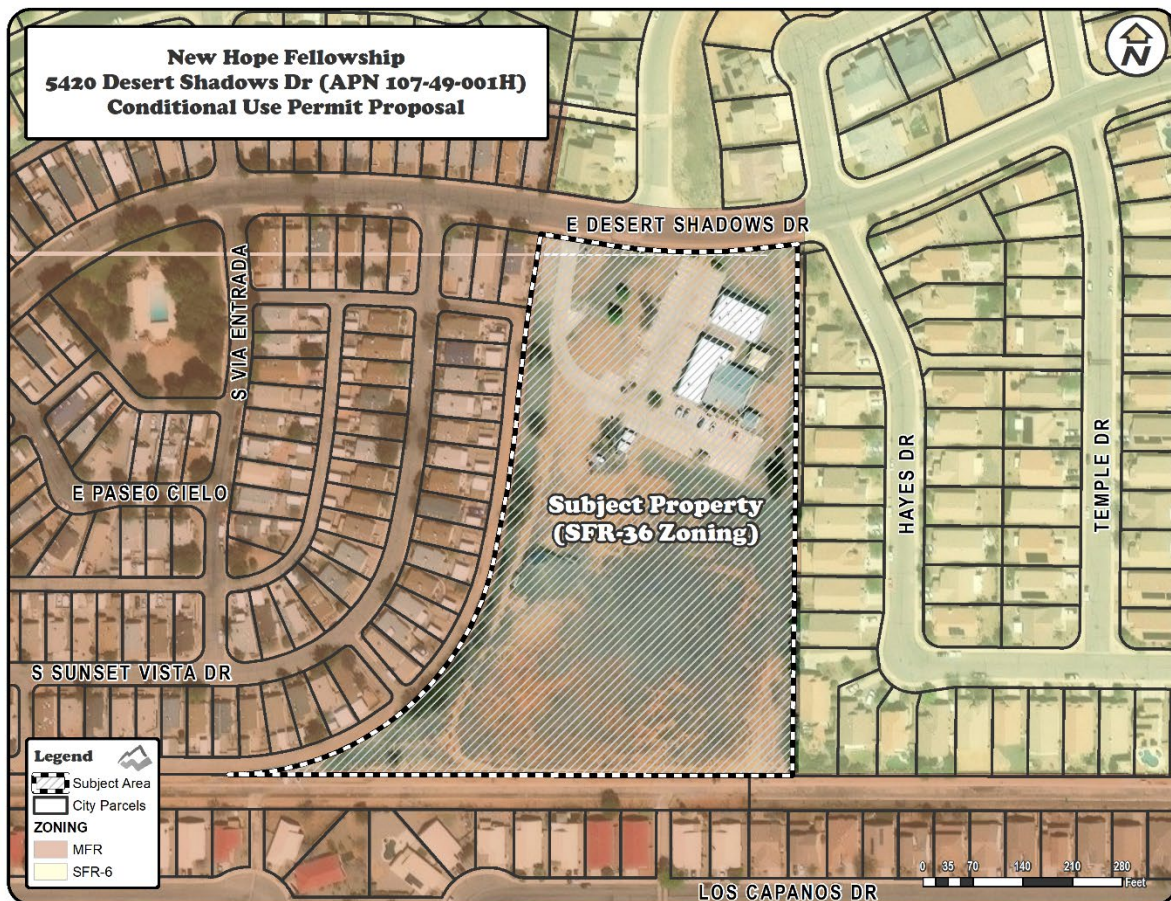
**Site Area:**

7.54 acres MOL

## BACKGROUND

In 1994, the subject property was annexed into the city as part of a larger annexation that included the current Mesa Verde and Campstone subdivisions. The City assigned the Heavy Industrial zoning district to the property as part of the annexation which was the nearest equivalent to its former County zoning designation. In January 1995, the subject property was rezoned to Single-Family Residence-36 which remains on the property today. The SFR-36 District Regulations classify places of worship as a conditional use that require City Council approval.

It's important to note that the original church building was constructed just prior to the annexation and has been regarded as a legal non-conforming use that is allowed to continue in its current extent. Any expansion to the principal use of the property is subject to conditional use permitting requirements. This requirement does not apply to accessory uses, such as the classroom addition that was completed in 1997.



## REVIEW CRITERIA

No conditional use shall be recommended for approval or receive a final action of approval unless a positive finding based upon substantial competent evidence, either presented at a public hearing held by the Commission, or reviewed personally by the Commission members, is made on each of the following:

### **A. Standards**

1. *The characteristics of the site are suitable for the proposed use, considering size, shape, location, topography, existence of improvements, and natural features.*
2. *The proposed development is timely, considering adequacy of transportation systems, public facilities and services existing or planned for the area affected by the use.*
3. *The proposed use will not alter the character of the surrounding area in any manner that substantially limits, impairs, or precludes the use of surrounding properties for the primary uses listed in the district.*
4. *The proposed use satisfies those goals, objectives, and policies of the General Plan that are applicable to the proposed use.*

## ANALYSIS

### **Property Development Standards:**

As previously stated, the subject property is zoned Single Family Residence-36 which is “comprised of single-family residential areas and certain open land areas. Regulations are designed to stabilize and protect the single-family character of the district, to promote and encourage creation of a desirable environment for family life, and to prohibit all incompatible activities. The principal use is therefore restricted to single-family detached dwellings on individual lots. Certain essential and complementary uses are also permitted under conditions and standards which ensure the protection of the character of the district”.<sup>1</sup> Conditional uses are uses that may be appropriate to the zoning district and require individual review as to their

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<sup>1</sup> Section 151.22.009(A) Purpose, Sierra Vista Development Code

particular characteristics, impacts and location to determine if they require special conditions to their establishment in order to protect the health, safety, and general welfare of the community.

The applicant is proposing to construct a 1,200 square foot addition to the existing 2,585 square foot auditorium. If approved, the gross floor area of the church after the addition will be approximately 11,500 square feet.

In terms of lot coverage, the building footprint will occupy 3.5% of the 7.54-acre site which is well below the 30% maximum lot coverage for the SFR-36 district.

The minimum building setbacks in the SFR-36 zoning district are: *Front: 40-feet, Rear: 20-feet, Interior Side: 20-feet, Street Side: 20-feet.* The church addition is proposed to be constructed no less than 20 feet from the side property line and in compliance with all other building setback requirements.

### **Parking**

Per the Development Code, the minimum number of parking stalls for a church or main sanctuary is calculated by measuring the total square footage of the building divided by 50. The auditorium, which serves as the sanctuary, is proposed to be enlarged by 1,200 square feet to bring the total sanctuary size to 2,683 square feet. This yields a minimum requirement of 54 parking spaces. The subject property currently contains 70 parking spaces which will be maintain with the expansion. The amount provided exceeds the City's minimum off-street parking requirement.

### **Traffic**

Peak hour traffic will be Sunday mornings when services are held. According to the ITE Trip Generation Manual-4<sup>th</sup> Addition, the average trip rate for a church on Sunday is 31.4 vehicles per 1,000 square feet of gross floor area. The proposed expansion is anticipated to generate 37 more vehicle trips during the peak hour which can be accommodated by the surrounding transportation network.

### **Noise**

The City of Sierra Vista's noise ordinance regulates noise levels within the City. In residential areas, the maximum noise level is 55 decibels between the hours of 6:00 a.m. and 8:00 p.m.

and 50 decibels between the hours of 8:00 p.m. and 6:00 a.m. There is currently a 6-foot block wall along the east property line, the location of the addition, which will aid in any noise impacts from the church. To further mitigate noise trespass onto neighboring properties and to meet the City's noise standards, the church has indicated that the following additional measures will be taken:

1. *All activities will be conducted inside the building.*
2. *Noise generation events (religious services with music) will only occur mid Sunday morning. Events held during the week are small gatherings and do not include noise generating instruments.*
3. *The expansion of the Sanctuary (auditorium) will be masonry construction with insulated furred-out walls for sound absorption and blocking.*
4. *There will be no doors or windows included in the new expansion which could create sound "leaks".*
5. *Additional landscaping (trees) will be planted between the expansion and the neighborhood for further sound absorption.*
6. *The new playground area will be in the middle of the property far removed from property lines and will be open to the public.*

### **Lighting**

The City's Outdoor Lighting ordinance regulates exterior lighting for both residential and commercial developments. The church will be required to meet the lighting regulations within the lighting code which includes shielding all exterior lights, directing lights away from residential zoning districts, and not exceeding the maximum lumen output. These regulations will be reviewed during the site planning review process. To further mitigate the lighting impacts, the church has indicated that the main cross, a portion of which will be located above the roofline, will not be lighted.

### **Architectural Design**

The shape and materials of the addition will match the existing auditorium except for additional accents (stone veneer and cross icon) which will be added for aesthetic improvement on the east side of the existing building and new expansion. In addition, to architectural features, site improvements such as additional landscaping and the concealing of utilities will also be provided. The church has requested that a portion of the cross be located above the roofline to help better identify the building as a place of worship. The cross will be located approximately



140-feet to the eastern property line and 240 feet to the western property line. The cross is one foot wide, 10 feet in height, and will project 5 feet above the roof line. The building will exceed the zoning district building height of 28 feet with the placement of the cross. However, according to Development Code Section 151.04.004, church monuments (such as crosses) are exempt from building height limitations.

**Consistency with General Plan:**

This request is consistent with the goals and strategies of all elements of the City of Sierra Vista General Plan (VISTA 2030) and specifically satisfies the following goals:

Goal 1-1, Increase citizen participation in the governmental decision process.

**Public Correspondence/Comment:**

The applicant is required to hold a neighborhood meeting prior to the public hearings. The neighborhood meeting was held on Friday, April 19 at the church property. A total of five individuals attended the meeting. A summary of the neighborhood meeting is attached as Attachment A.

The City is required to notify the public of the dates and times of the public hearings and request comment from any interested parties. Notification consisted of a mailing to all property owners within 500 feet of the applicant's property, a posted sign on the property, and a display ad in the Sierra Vista Herald. The City has received three written comments from the public. One comment was concerned about the noise impacts of the addition, another comment had objections related to the location of the cross, and the third written comment indicated that they attended the neighborhood meeting and had no additional comments. These public comments have been provided for review as Attachment A.

**STAFF RECOMMENDATION**

Staff recommends that Resolution 1203 be approved subject to the following conditions:

1. *All activities will be conducted inside the building.*
2. *Noise generating events (religious services with music) will only occur mid Sunday morning. Events held during the week are small gatherings and do not include noise generating instruments.*
3. *The expansion of the Sanctuary (auditorium) will be masonry construction with insulated furred-out walls for sound absorption and blocking.*

4. *There will be no doors or windows included in the proposed addition which could create sound "leaks".*
5. *Additional landscaping (trees) will be planted between the expansion and the neighborhood for further sound absorption. Trees shall be a minimum of 15 gallon and be identified on the City's Low Water/Drought Tolerant Plant List.*
6. *The new playground area will be in the middle of the property setback as far as practicably feasible from adjoining property lines.*
7. *The cross that projects above the roof line shall not be lighted.*

# ATTACHMENT A

**From:** [Bill Bender](#)  
**To:** [Jeff Pregler](#)  
**Cc:** [Richard Burton](#); [Dennis Dimitrov](#)  
**Subject:** Re: New Hope Church CUP  
**Date:** Thursday, April 25, 2024 11:19:07 AM  
**Attachments:** [image001.png](#)  
[image001.png](#)

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## NEIGHBORHOOD MEETING SUMMARY

I have attached the Pastor's comments below:

Following the sending of letters of invitation to the public meeting to the entire contact list given by the city, the Public Meeting Took place on church property, 5420 Desert Shadows Dr. SierraVista, Az. 85635, at 6:00 pm on Friday the 19th of April 2024.

There were a total of 5 individuals that came that night. One of which came towards the end of the meeting.

Representatives from our church present at the meeting were: The Lead Pastor, 2 Elders and a Deacon were present also.

After all were thanked for their attendance and refreshments were served, a thorough explanation of our plans was presented to all those in attendance, along with architectural drawings and explanation of facilities use.

Below are questions which arose from that presentation:

**Question 1.** Is traffic going to increase?

**Answer:** Although traffic specifically for the Church may increase by 20 to maybe 30 cars, that would be on Sunday mornings (off peak hours), for one service, and would not impact the rest of the week.

**Question 2.** Will we have enough parking?

**Answer:** We shared that we would be getting parking lot requirement figures from the city, and that we would respond accordingly.

**Question 3.** Is there any way to slow down the traffic on that street?

**Answer:** We indicated that this was something that we don't control, and it was requested that we talk to the City about putting in a speed bump or two, to facilitate slowing down the traffic in general.

**Question 4.** Are you going to add 3 or 4 buildings?

**Answer:** No, just modifying the current set of buildings.

**Question 5.** What is it going to look like?

**Answer:** We showed them drawings of the exterior, and showed them what the interior might look like.

**Question 6.** Who can use the park?

**Answer:** We indicated that it was open to the neighborhood.

**Question 7.** Will the park be fenced?

**Answer:** We shared that it would not be fenced. Also it would eventually have a Cover and Artificial grass.

**Question 8.** Is the landscaping going to be improved?

**Answer:** Yes, once the construction is done, it is our plan to make substantial improvements to the overall landscaping.

**Question 9.** Who uses these buildings and how often are they used? The Church uses the building for Sunday service and Sunday school. However, we do also have small group meetings several times a week. These are small meetings of about 7-12 people on average. None of this would change. Since we are committed to serving our community, we allow the Cub Scouts and several other community groups to use the facility during the week and that would not change. Thus no increase or decrease.

**Question 10.** Since the rain washed the streets clean and washed it down onto our property, it was asked if we could clean the ditch up a bit, when there's time.

**Answer:** We indicated that all of that is part of our plan, and thanked them for the input. We also solicited other ideas that might not cost too much, or be too hard, for us to help out the neighborhood in general.

**SUMMARY:** In closing we asked if there were any further suggestions, questions or concerns, and none remained.

In fact, after all questions had been addressed, the general mood was quite positive, and the consensus was that the plans would be quite an improvement to the neighborhood, not just because of the park, but also because of the aesthetic improvement to the existing buildings and landscaping, which would all be a benefit to the neighborhood.

We thanked everyone for coming, and encouraged all in attendance that we saw ourselves as part of the community, and to feel free to contact us if they ever had any concerns or suggestions as to how we might serve them better.

For further questions, please feel free to contact William Bender at 602-501-3703 or [billbender7@gmail.com](mailto:billbender7@gmail.com).



PUBLIC COMMENTS

**Charles Sturgill**

5360 Cedar Springs Dr.  
Sierra Vista, AZ 85635  
520 458 5038  
csturgill@cox.net

Mr. Pregler,

In response to your letter Dated Apr 25, 2024, Subject **Conditional Use Permit- 5420 E. Desert Shadows Dr.**

May I submit the following concerns in that, such a considerable expansion will most definitely have a considerable overall environmental impact on a small (tightly compacted) "Residential" area.

As overtly depicted, within this Area in which there are approximately 227 residential homes within the immediate impacted area. As per and IAW **CHAPTER 93: NOISE**, 93.01, 93.02 and 93.03, such a considerable, critical overall expanded development, would surely require many environmental studies, etc., in order to properly assess such a Conditional Use Permit (CUP), prior to any Permit Action(s).

As per our phone discussion, such would heavily impact on the "**NOISE**" from such a significant physical expansion. Does the Church intend to have a "Sound System" "Public Address System", large group of people, talking, shouting, singing, music playing, etc., and as such without considerable, costly engineered, sound deadening, and other engineered mitigations, designed and built within the structure, which would prevent a 100% of the sounds from travelling out of the Church, into the adjacent property's, and which would most certainly would be outside of 93.01. Thus, simply by this CUP submission as presented such is clear that a **NOISE issue would and will be clearly an issue**, Thus the City should NOT consider as presented, without properly engineered stipulations, standards and conditions, which would guarantee the City and the neighborhood that such NOISE will not be an issue and at such time NOISE proves to be an issue such CUP will and would be withdrawn, for failure to meet requirements as specified. Not to mention the potential for overflow parking of motor vehicles, foot traffic etc..

Regards,



Charles Sturgill

**From:** [Michael Whetzel](#)  
**To:** [Jeff Pregler](#)  
**Subject:** New Hope Fellowship CUP  
**Date:** Wednesday, May 8, 2024 12:32:51 PM

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Thank you for speaking with me today and listening to my concerns. It sounded like you were already working on the traffic impact and noise. The issue with infringement of religious freedom is still unresolved but understand you will seek a compromise. To recap, New Hopes goal of increasing square footage to expand church services is acceptable to me and happy they are doing so well as to need such. The large cross that is 26 feet in the air and approximately 10 feet high is my issue and my neighbors. The proposed cross will have visibility over the top of our single story homes here in Desert Shadows. I have attached a couple photos, one from the doorway of my front door and the second from my rear sitting area which is also where my hot tub is located. The proposed cross will be shadowing all of my personal space from the moment I exit my home and due to its proposed height I have no ideas as to what else I can do other than ask not to have the cross installed as New Hope has requested. I do love my neighbor New Hope and hope a compromise can be made.

Thank you again.

Michael Whetzel  
5408 Desert Shadows Dr, SV  
480-622-4545







**From:** [Jan Friedland](#)  
**To:** [Jeff Pregler](#)  
**Subject:** New Hope Fellowship CUP  
**Date:** Friday, May 3, 2024 11:41:54 AM

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Hi, I attended a meeting at the church where the proposed changes were explained. I have no issues with the changes they are wanting to make.

Thanks, Jan Friedland  
795 Sunset Vista Dr

RESOLUTION 1203

A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF SIERRA VISTA, COCHISE COUNTY, ARIZONA; REAFFIRMING VISTA 2030, THE CITY OF SIERRA VISTA GENERAL DEVELOPMENT PLAN, RECOMMENDING APPROVAL OF A CONDITIONAL USE PERMIT FOR A PLACE OF WORSHIP, LOCATED ON PARCEL 107-49-001H, AT 5420 DESERT SHADOWS DRIVE., AS SHOWN IN EXHIBIT A; AND DIRECTING THE EXECUTIVE SECRETARY TO PERFORM ALL ACTS NECESSARY TO CARRY OUT THE PURPOSES AND INTENT OF THIS RESOLUTION

WHEREAS, the provisions of A.R.S. 9-4622.0,C.1 and Article 151.26 of the City Code, permits uses on a conditional basis to be granted by the City; and

WHEREAS, in accordance with the provisions of Article 151.26 of the City Code, the applicant, Church San Pedro Evangelical Free S.V. aka New Hope Fellowship, has submitted an application for a Conditional Use Permit (CUP) for a 1,200 square foot addition to an existing place of worship located within a Single-Family Residence-36 zoning district; and

WHEREAS, Article 151.26 of the City Code requires that the Planning and Zoning Commission review all applications for Conditional Use Permits, to forward recommendation on the application to the City Council; and

WHEREAS, as required by Article 151.26 of the City Code, the Chairperson and Members of the Planning and Zoning Commission held a public hearing on the application, after proper notice had been given; and

WHEREAS, the Chairperson and Members of the Planning and Zoning Commission considered all of the facts of the application and the comments of the citizens at the public hearing.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF SIERRA VISTA, COCHISE COUNTY, ARIZONA, AS FOLLOWS:

SECTION 1

That the following goal of VISTA 2030, the City of Sierra Vista General Development Plan are reaffirmed: Goal 1-1, provide ample opportunities for citizen participation.

SECTION 2

That the Conditional Use Permit allowing for an 1,200 square foot addition to an existing place of worship, located at 5420 Desert Shadows Drive, as shown in Exhibit A, be, and hereby is, recommended to the Mayor and City Council with the following conditions:

1. *All activities will be conducted inside the building.*
2. *Noise generation events (religious services with music) will only occur mid Sunday morning. Events held during the week are small gatherings and do not include noise generating instruments.*
3. *The expansion of the Sanctuary (auditorium) will be masonry construction with insulated furred-out walls for sound absorption and blocking.*
4. *There will be no doors or windows included in the proposed addition which could create sound "leaks".*
5. *Additional landscaping (trees) will be planted between the expansion and the neighborhood for further sound absorption. Trees shall be a minimum of 15 gallon and be identified on the City's Low Water/Drought Tolerant Plant List.*
6. *The new playground area will be in the middle of the property set back as far as practicably feasible from adjoining property lines.*
7. *The cross that projects above the roof line shall not be lighted.*

SECTION 3

That the Executive Secretary be, and hereby is, directed to transmit the Planning and Zoning Commission's recommendation and comments to the City Council.

RECOMMENDED FOR APPROVAL BY THE CHAIRPERSON AND MEMBERS OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF SIERRA VISTA, ARIZONA THIS 15TH DAY OF MAY, 2024.

\_\_\_\_\_  
BRADLEY SNYDER  
Chairperson

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
NATHAN WILLIAMS  
City Attorney

\_\_\_\_\_  
JILL ADAMS  
City Clerk

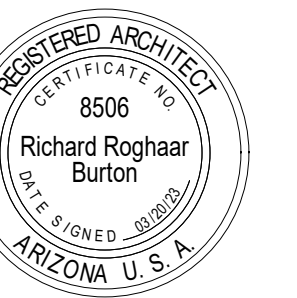
# EXHIBIT A

## KEYNOTES

- 1 DEMOLISH EXISTING (7) PARKING SPACES
- 2 DEMOLISH PORTIONS/OR ALL OF THE EXISTING CURB
- 3 NEW 6" CONCRETE CURB, MATCH EXISTING
- 4 (4) NEW PARKING SPACES, STRIPES AND CONCRETE PARKING SURFACE TO MATCH EXISTING
- 5 PROPOSED PARKING CHANGE FROM STANDARD TO HANDICAPPED SPACES WITH NEW ENTRY RAMP AT EXISTING SIDEWALK
- 6 PROPOSED COVERED ENTRY, NEW MAIN ENTRY LOCATION
- 7 PROPOSED RAMP TO CLASSROOMS FROM NEW FOYER
- 8 EXISTING ACCESS LANE AND PARKING LOT, U.N.O.
- 9 PROPOSED PLAYGROUND EQUIPMENT
- 10 PROPOSED WATER FEATURE
- 11 PROPOSED LOW WALL
- 12 PROPOSED LANDSCAPE
- 13 PROPOSED SIDEWALK
- 14 EXISTING RETENTION BASIN AND CULVERTS
- 15 EXISTING SPILL OFF
- 16 EXISTING SIDEWALK
- 17 EXISTING BASEBALL FIELD
- 18 EXISTING SHADE CANOPY



NOT FOR CONSTRUCTION



NO.	REVISIONS

NEW HOPE CHURCH  
5420 E DESERT SHADOWS DR  
SIERRA VISTA, AZ, 85635

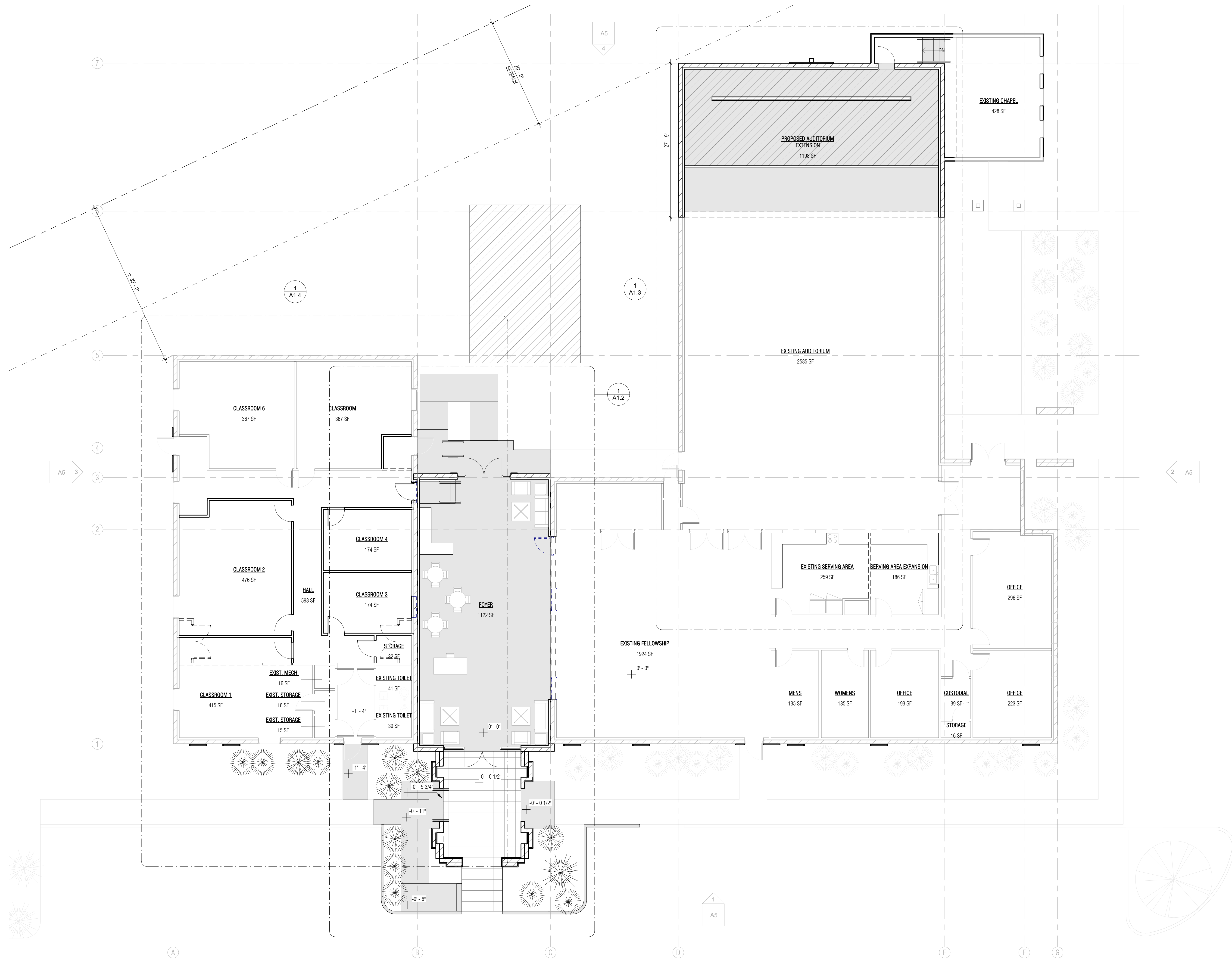
SITE PLAN  
PROJECT NUMBER: 2354

SP1  
1.30.24



1 SITE PLAN  
1" = 40'-0"





1 PROPOSED OVERALL FLOOR PLAN  
1/8" = 1'-0"

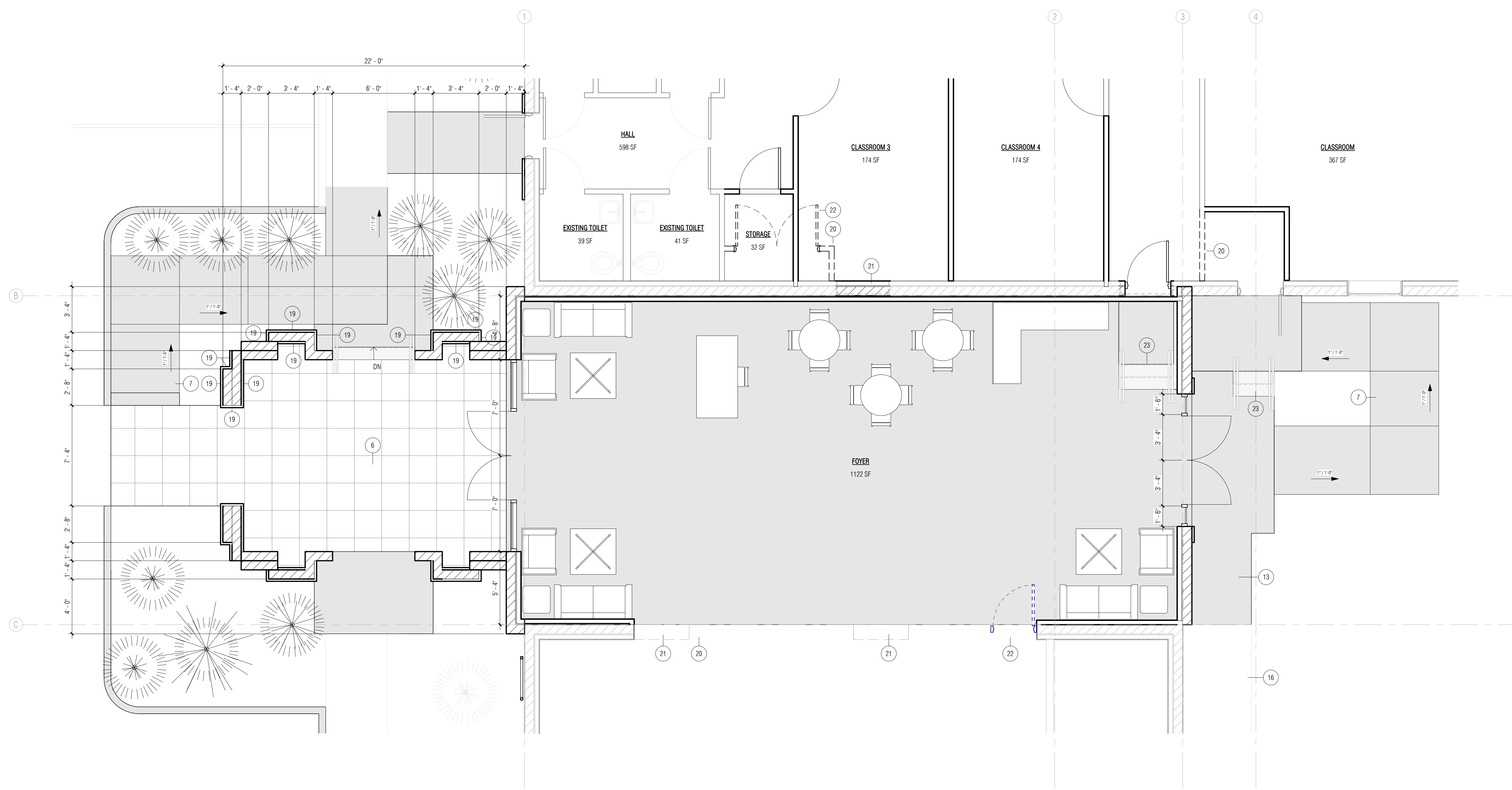


NOT FOR CONSTRUCTION

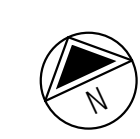


REVISIONS	
NEW HOPE CHURCH	
5420 E DESERT SHADOWS DR SIERRA VISTA, AZ, 85635	
FLOOR PLAN	A1.1
PROJECT NUMBER: 2354	1.30.24
<b>BURTON</b> <i>and Associates</i> ARCHITECTS <small>4572 E. CAMP LOWELL DR. TUCSON, ARIZONA 85712 (520) 411-8021 16 BURTON ARCHT BURTONANDASSOCIATESARCH.COM</small>	

- KEYNOTES**
- 6 PROPOSED COVERED ENTRY, NEW MAIN ENTRY LOCATION
  - 7 PROPOSED RAMP TO CLASSROOMS FROM NEW FOYER
  - 13 PROPOSED SIDEWALK
  - 16 EXISTING SIDEWALK
  - 19 2" STONE VENEER OVER CMU, REFERENCE ELEVATIONS FOR HEIGHTS
  - 20 DEMOLISH EXISTING WALL
  - 21 DEMOLISH EXISTING WINDOW
  - 22 DEMOLISH EXISTING DOOR
  - 23 PROPOSED ENTRANCE AND STAIR FROM FOYER TO CLASSROOMS



1 ENLARGED FLOOR PLAN - NEW FOYER  
1/4" = 1'-0"



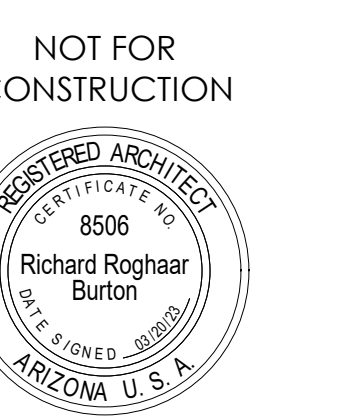
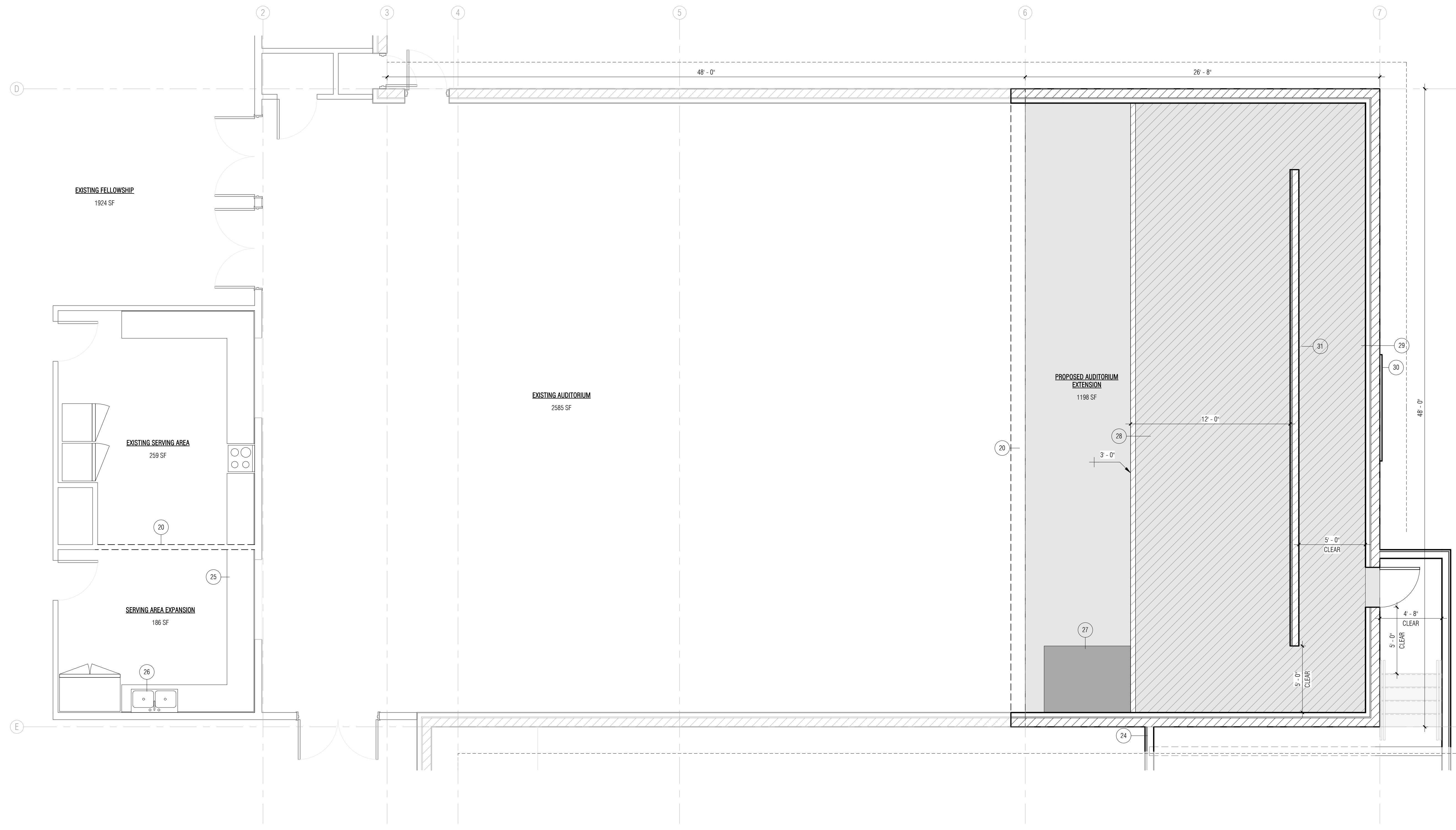
NOT FOR CONSTRUCTION



REVISIONS	
NEW HOPE CHURCH	
5420 E DESERT SHADOWS DR SIERRA VISTA, AZ, 85635	
ENLARGED FLOOR PLAN	A1.2
PROJECT NUMBER: 2354	1.30.24

**KEYNOTES**

- 20 DEMOLISH EXISTING WALL
- 24 CONNECT EXISTING CHAPEL TO NEW AUDITORIUM EXTENSION
- 25 EXTEND COUNTER AND PROVIDE ADDITIONAL CABINETS
- 26 RELOCATE KITCHEN SINK AND EXISTING APPLIANCES
- 27 ELECTRIC ACCESSIBILITY LIFT
- 28 RASIED PLATFORM
- 29 BACK OF HOUSE
- 30 STONE ACCENT WITH CROSS
- 31 STUD AND STUCCO SCREEN WALL

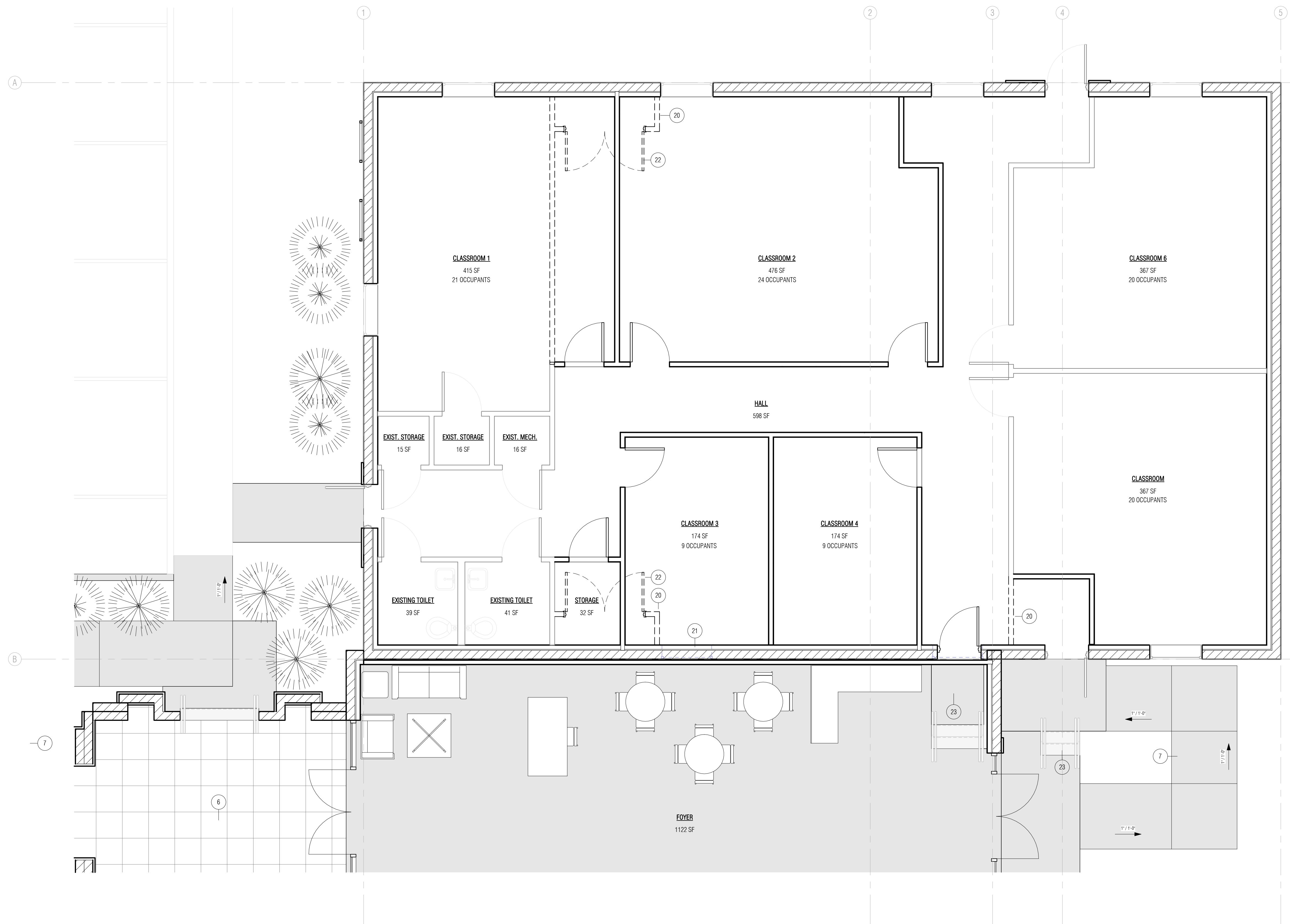


**1** ENLARGED FLOOR PLAN - AUDITORIUM AND KITCHEN EXPANSION  
 1/4" = 1'-0"

REVISIONS	
NEW HOPE CHURCH	
5420 E DESERT SHADOWS DR SIERRA VISTA, AZ, 85635	
ENLARGED FLOOR PLAN	A1.3
PROJECT NUMBER: 2354	1.30.24

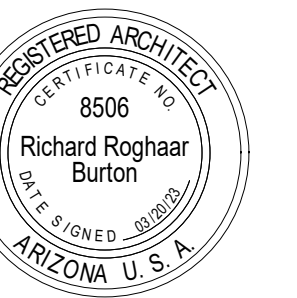
**KEYNOTES**

- 6 PROPOSED COVERED ENTRY, NEW MAIN ENTRY LOCATION
- 7 PROPOSED RAMP TO CLASSROOMS FROM NEW FOYER
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- 21 DEMOLISH EXISTING WINDOW
- 22 DEMOLISH EXISTING DOOR
- 23 PROPOSED ENTRANCE AND STAIR FROM FOYER TO CLASSROOMS



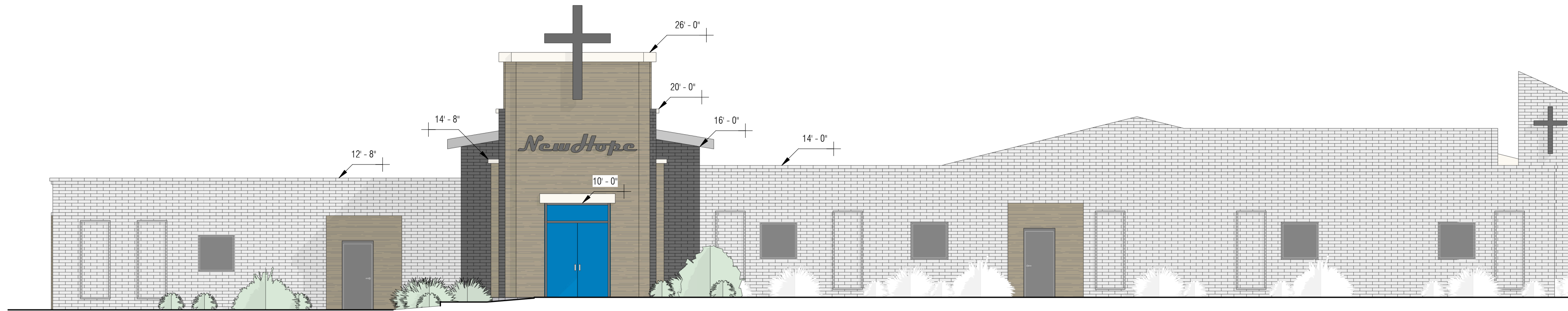
1 ENLARGED FLOOR PLAN - CLASSROOMS  
 1/4" = 1'-0"

NOT FOR CONSTRUCTION

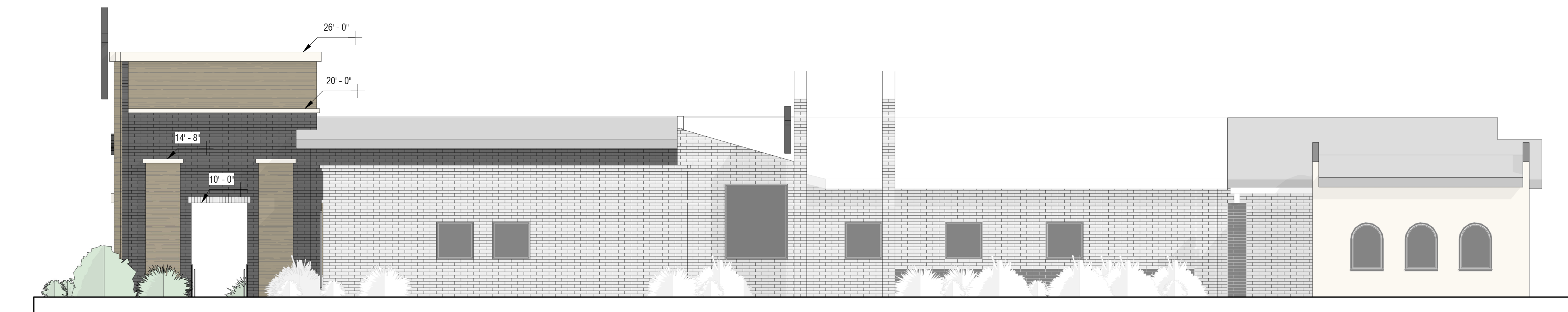


REVISIONS	
NEW HOPE CHURCH	
5420 E DESERT SHADOWS DR SIERRA VISTA, AZ, 85635	
ENLARGED FLOOR PLAN	A1.4
PROJECT NUMBER: 2354	1.30.24

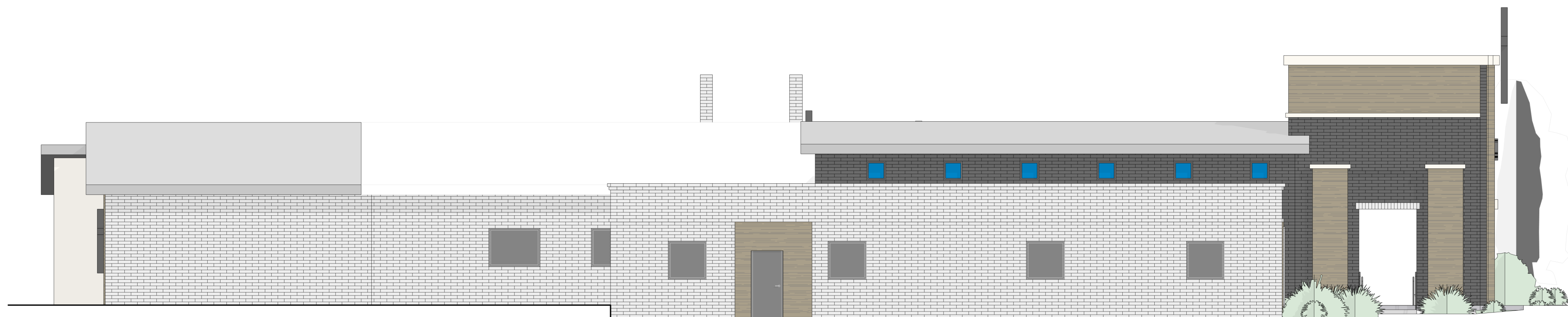




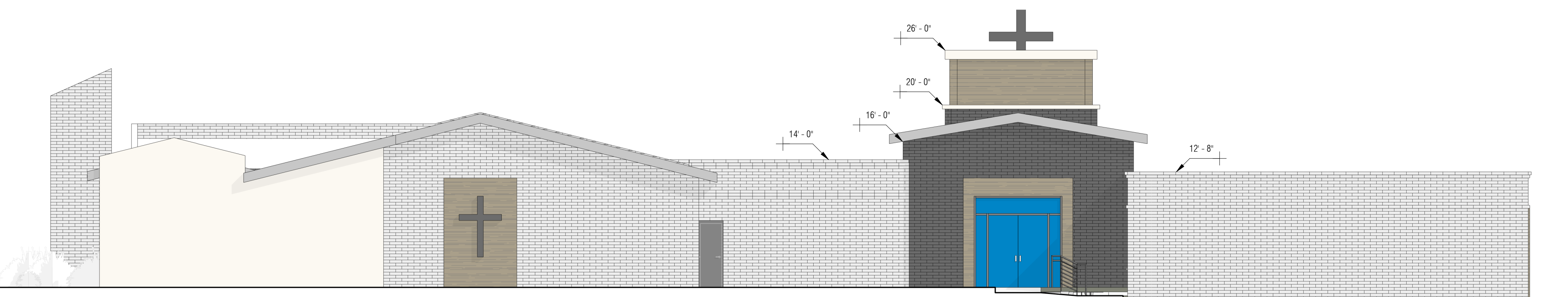
① SOUTH BUILDING ELEVATION  
1/8" = 1'-0"



② EAST BUILDING ELEVATION  
1/8" = 1'-0"



③ WEST BUILDING ELEVATION  
1/8" = 1'-0"



④ NORTH BUILDING ELEVATION  
1/8" = 1'-0"

NOT FOR  
CONSTRUCTION



REVISIONS	

NEW HOPE CHURCH  
5420 E DESERT SHADOWS DR  
SIERRA VISTA, AZ, 85635

ELEVATIONS  
PROJECT NUMBER: 2354

A5  
1.30.24





March 1, 2024

Jeff Pregler, Senior Planner  
Community Development  
City of Sierra Vista  
1011 North Coronado Drive  
Sierra Vista, AZ 85635

**RE: Conditional Use Permit Application  
New Hope Fellowship Sierra Vista Arizona  
5420 E. Desert Shadows Drive**

Mr. Pregler:

This letter is written to accompany the "Conditional Use Permit" for the above client and property. Also, part of this application is a letter of agent authorization from the owner, the application fee of \$1900, and a set of drawings.

It is the intent of the Church to expand its existing auditorium to accommodate a growing congregation. They also intend to create a sense of entry by connecting the two existing buildings (Fellowship and Classroom Buildings) with a covered entry and a new Foyer. It is also their intent to create a neighborhood park/playground accessible off of the existing street sidewalk and adjacent to the existing parking lot. To expand the existing Auditorium, it will be necessary to add onto the east end of the building some twenty-eight feet with an approximate 1200 square foot expansion bringing the building to twenty feet from the east property line. Twenty feet is the residential setback, but sixty feet is the commercial setback requirement which constitutes the need for the Conditional Use Permit.

The "Standards" for a Conditional Use Permit (CUP) have outlined "Review Criteria" that have been set for consideration of this application. These will be reviewed in detail following, and further explained at a Zoning Commission Public Hearing:

1. **Criteria:** "The characteristics of the site are suitable for the proposed use, considering size, shape, location, topography, existence of improvements, and natural features."

**Response:** It is the intent of the Church to expand its auditorium. The shape and materials of the addition will match the existing auditorium with the exception that additional accents (stone veneer and cross icon) will be added for aesthetic improvement of the east side of the existing building and new expansion.

2. **Criteria:** "The proposed development is timely, considering adequacy of transportation systems, public facilities and services existing or planned for the area affected by the use."

**Response:** Very little will be changed in terms of street traffic count. The existing onsite parking is sufficient, and all facilities, both interior and exterior will remain.

3. **Criteria:** “The proposed use will not alter the character of the surrounding area in any manner that substantially limits, impairs, or precludes the use of surrounding properties for the primary uses listed in the district.”

**Response:** It is the intent of this expansion of facilities to not only increase the seating of the auditorium, but to improve the appearance of the entire property including creating a sense of Church and entry, and concealing utilities on site (scuppers, downspouts) and providing landscaping, including tree landscaping on the east to soften the effect of the building expansion.

4. **Criteria:** “The proposed use satisfies those goals, objectives, and policies of the general Plan that are applicable to the proposed use.”

**Response:** The document “Vista 2030” was reviewed with the following suggested compliance notes:

- **Goal 1-1** “Increase Citizen Participation in the governmental decision process”  
**Compliance:**
  - a. Involve SV Development Department input early
  - b. Hold Public Hearings
  - c. Conduct Neighborhood Meeting and individual visits with immediately adjacent residents.
- **Goal 2-1** “Develop a well-planned City”  
**Compliance:**
  - a. Developer to provide a mix of land uses (Church, playgrounds, playfields).
  - b. Encourage open spaces and recreational amenities
- **Goal 6-1** “Maintain a high standard of air quality”
  - a. Design an energy efficient building addition.
- **Goal 10-1** “Increase Designated Parkland...”
  - a. Provide an onsite community park and playground complying with City of Sierra Vista standards.
- **Goal 10-2** “Develop Parkland and Facilities to meet the needs of the Community”
  - a. Minimize use of turf
  - b. Use native or low water plants
  - c. Ensure Park meets ADA requirements
- **Goal 10-3** “Maintain parks and facilities to City standards”
  - a. Maintain playground area to ensure public safety
- **Goal 10-4** “Establish facilities to meet the needs of Sierra Vista residents”
  - a. Encourage development of private facilities
  - b. Provide facilities aimed at children and young teens
- **Goal 17-1** “Make Sierra Vista a city distinguished by its orderly and aesthetic-character”
  - a. Encourage architectural design in keeping with a regional southwest appearance
  - b. Integrate pedestrian considerations
  - c. Incorporate landscaping

Page three – New Hope CUP

Based on the noted intent of the New Hope Church to be a good neighbor, it is hoped that the conditional use permit application will be recognized not only as the growth of a neighborhood facility, but also as a request to be a more significant asset to the neighborhood specifically and the City of Sierra Vista generally.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Burton". The signature is fluid and cursive, with the first letter "R" being particularly large and stylized.

Richard R. Burton, Architect (acting on behalf of New Hope Fellowship)  
Burton and Associates Architects, LLC