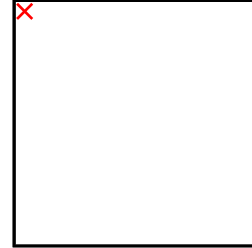


**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From:
Date: 01/09/2019
Meeting Date: 01/15/2019



TITLE:

Consideration and Adoption of Ordinance No. 2018- 46: An annexation ordinance extending and increasing the corporate limits of the City of Flagstaff by annexing certain land totaling approximately 1.87 acres located at 5595 N. Dakota Street, and establishing city zoning for said land as Highway Commercial, HC. **(Annexation of property to facilitate the redevelopment of a retail sales convenience store with fuel sales.)**

STAFF RECOMMENDED ACTION:

- 1) Read Ordinance No. 2018-46 by title only for the final time
- 2) City Clerk reads Ordinance No. 2018-46 by title only (if approved above)
- 3) Adopt Ordinance No. 2018-46

Executive Summary:

An annexation request by Land Development Consultants, LLC, on behalf of Circle K Stores Inc. for the annexation of approximately 1.87 acres, located at 5595 N. Dakota Street and further described as Coconino County Assessor's Parcel Number 113-16-006B, into the corporate limits of the City of Flagstaff and establishing the Highway Commercial (HC) zoning district. If the annexation is approved, the City of Flagstaff will provide water service to this site for the redevelopment of a retail sales convenience store with fuel sales.

Financial Impact:

None

Policy Impact:

None

Connection to Council Goal, Regional Plan and/or Team Flagstaff Strategic Plan:

COUNCIL GOALS:

6. Economic Development (Grow and strengthen a more equitable and resilient local economy)
7. Environmental and Natural Resources (Actively manage and protect all environmental and natural resources)
11. Transportation and Other Public Infrastructure (Deliver quality infrastructure and continue to advocate and implement a highly performing multi-modal transportation system)

REGIONAL PLAN:

The *Flagstaff Regional Plan 2030* provides the following goal and policy guidance with respect to annexation:

LU.7.2 (page IX-32) - Require unincorporated properties to be annexed prior to the provision of City services, or that a pre-annexation agreement is executed when deemed appropriate.

Policy WR.4.3 (page VI-13) - Development requiring public utility services will be located within the Urban Growth Boundary.

Has There Been Previous Council Decision on This:

No

Options and Alternatives:

- 1) Approve the annexation with the conditions as presented by Staff and as recommended by the Planning and Zoning Commission.
- 2) Approve the annexation with additional conditions, deleted conditions, or modified conditions.
- 3) Deny the annexation for non-compliance with the Regional Plan, the Zoning Code, and/or Arizona Revised Statutes.

Background and History:

Land Development Consultants, LLC, on behalf of Circle K Stores, Inc., are requesting the annexation of approximately 1.87 acres located at 5595 N. Dakota Street, generally located at the southwest corner of N. Highway 89 and N. Smokerise Drive. The property owner is Wilson Family Trust DTD 08-31-17. The undeveloped parcel is located within the Regional Plan Urban Growth Boundary and, upon annexation, will be located within the Highway Commercial (HC) zoning district and the Resource Protection Overlay (RPO) zone. The addition of the RPO will require a minimum of 30% of forest resources to be protected. If annexed, the subject parcel will be combined with the adjacent developed parcel which is currently zoned HC. The existing Circle K store and associated fuel pumps will be demolished and a new 5,880 square foot convenience store, 8 new fuel pumps, and associated parking will be constructed. For additional information regarding the conditions of the site and reason for the request, please reference the attached Planning and Zoning Commission staff report, Annexation Narrative, and Site Plan.

Key Considerations:

This annexation will increase the corporate limits of the City of Flagstaff and eliminate a parcel from a County Island.

Community Involvement:

If annexed, the proposed project will replace a 35-year old C-store and fuel pumps with state-of-the-art containment and vapor recovery systems, significant road and edge improvements, enhanced landscaping, Dark Sky compliant lighting, and building architecture in compliance with City of Flagstaff architectural design standards.

Expanded Options and Alternatives:

Inform

Public hearings before the Planning and Zoning Commission and the City Council are conducted in conjunction with any annexation request. In accordance with Arizona Revised Statute and City Code, notice of the public hearing must be provided by placing an ad in a newspaper of general circulation within the City, posting a least three (3) notices on the property subject to the annexation, and mailing a

notice to all property owners within 300-feet of the subject property. All notifications must be completed at least 15 days prior to the first scheduled public hearing. A copy of the publication notice, pictures of the postings, a mailing list, and a copy of the mailing notice are available in the annexation project file.

The Planning and Zoning Commission conducted a public hearing on November 28, 2018, at 4 pm. There was no public testimony at this hearing. As of this writing, City staff has received one phone call on November 29, 2018, from a representative of a manufactured home community located south of Empire Avenue inquiring if the proposed annexation would have any effect on their property. Staff left two messages with the caller and informed them that if the property is annexed, the action will not have any effect on the manufactured home community.

Attachments: [Ord. 2018-46](#)
 [Annexation Petition, Legal Description](#)
 [Planning Commission Staff Report](#)
 [Annexation Narrative](#)
 [Public Hearing Legal Ad](#)
 [Zoning Map](#)
 [Site Plan](#)
 [Resource Protection Plan](#)
 [Building Elevations](#)
 [P&Z PowerPoint](#)
 [P/Z Recommendation](#)