



Minutes- Draft

City of Flagstaff

PLANNING & ZONING COMMISSION

4:00 PM– Wednesday, January 28, 2015

City Hall, **Council Chambers**, 211 W. Aspen Avenue



In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Tammy Bishop at (928) 213-2611 (or 774-5281 TDD). Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Planning and Zoning Commission and to the general public that, at this meeting, the Planning and Zoning Commission may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the City's attorneys for legal advice on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).

CALL TO ORDER **Commissioner Carpenter called the meeting to order at 4:04 p.m.**

COMMISSION MEMBERS: Paul W. Turner

Present: David Carpenter
John Stigmon
Tina Pfeiffer

Absent: Stephen Dorsett, Chairman , Justin Ramsey, Vice Chairman, Steve Jackson

CITY STAFF:

Mark Sawyers, Staff Liaison
Becky Cardiff, Recording Secretary
Brian Kulina, Planning Development Manager
Elaine Averitt, Planning Development Manager
David McIntire, Assistant to the City Manager, Real Estate

I. GENERAL BUSINESS

A. PUBLIC COMMENT

(At this time, any member of the public may address the Commission on any subject within their jurisdiction that is not scheduled before the Commission on that day. Due to Open Meeting Laws, the Commission cannot discuss or act on items presented during this portion of the agenda. To address the Commission on an item that is on the agenda, please wait for the Chair to call for Public Comment at the time the item is heard.)

None

B. APPROVAL OF MINUTES

1) Regular meeting of October 22, 2014.

Motion to approve the minutes of the regular meeting of October 22, 2014, Moved by Commissioner Turner; seconded by Commissioner Pfeiffer. Motion carried unanimously.

II. PUBLIC HEARING

A. SR OVERTON MULTIFAMILY

Address: 2015 N. East Street
Assessor's Parcel Number: 107-02-077
Property Owner: Scott Overton
Applicant: Mogollon Engineering
Application Number: **PCUP2015-0001**
City Staff: Brian Kulina
Action Sought: Conditional Use Permit

A Conditional Use Permit request from Scott Overton to establish a Planned Residential Development (PRD) consisting of three (3) single-family residential cottages on approximately 0.23 acres located at 2015 N East Street, within the Community Commercial (CC) zone.

Mr. Kulina gave a PowerPoint presentation on the proposed project and answered questions from Commissioners. Property owner, Scott Overton, addressed the Commission and indicated he made this application as a private citizen not as a Council member and the Commission should review the project accordingly.

Public Comment

None

Motion to approve PCUP-2015-0001 with staff conditions Moved by Commissioner Turner; seconded by Commissioner Stigmon. Motion carried unanimously.

III. OTHER BUSINESS

A. MOUNTAIN TRAIL APARTMENTS

Address: 927 W Forest Meadows
Assessor's Parcel Number: 112-29-001E
Property Owner: Campus Park Flagstaff Ltd.
Applicant: Mogollon Engineering
Application Number: **PCUP2014-0001**
City Staff: Brian Kulina
Action Sought: Conditional Use Permit-Extension of 180 days

A Conditional Use Permit extension request from Mogollon Engineering & Surveying, Inc. on behalf of Chason Companies for PCUP2014-0001 to establish a Planned Residential Development know as Mountain Trail Apartments, consisting of a 160-unit dwelling unit apartment complex on approximately 7.34 acres located at 927 W Forest Meadows Street.

Mr. Kulina gave a PowerPoint presentation on the proposed project and answered questions from Commissioners.

Motion to approve an extension as submitted for PCUP-2014-0001 as submitted Moved by Commissioner Carpenter; seconded by Commissioner Pfeiffer. Motion carried unanimously.

B. EVERGREEN-TRAX

Address:	Route 66 & Fourth Street
Assessor's Parcel Number:	107-13-010, 107-13-009
Property Owner:	Evergreen-Trax LLC
Applicant:	Evergreen-Trax LLC
Application Number:	PPPL2014-0006
City Staff:	Elaine Averitt
Action Sought:	Preliminary Plat request

A Preliminary Plat request from Evergreen-Trax LLC, for a commercial development known as The Trax, on 27.2 acres located at the southwest and southeast corners of Route 66 and Fourth Street within the Highway Commercial (HC) zone (conditional).

Commissioner Stigmon recused himself due to a conflict of interest.

Ms. Averitt gave a PowerPoint presentation on the proposed project and answered questions from Commissioners. Mr. Sawyers was present and answered questions from commissioners.

Kelly Hayes, Evergreen Development, was present and answered questions from the Commissioners

Jean Myers, resident, member of Habitat Harmony indicated that they are interested in working with the developer in relocating the Prairie Dogs in Unit 2 & 3.

Ms. Hayes indicated that they are willing to work with Habitat Harmony for relocating the prairie dogs in the future and due to the construction timing it wasn't feasible to do it before the current construction started.

Motion to approve preliminary plat PPPL 2014-0006 with staff conditions Moved by Commissioner Turner; seconded by Commissioner Pfeiffer. Motion carried unanimously.

C. EMERGENCY ACCESS EASEMENT ON PARCEL 113-82-015B

Parcel owner is requesting the abandonment of an Emergency Access Easement (EAE) located on parcel 113-82-015B. This EAE was originally included in the plat (Final Plat Marketplace Flagstaff Auto Park #3430462) and was intended to provide access for Fire Station to ensure response times. The Fire Station is no longer in service and no longer owned by the City of Flagstaff and Fire Department personnel have stated the easement is not necessary.

Mr. McIntire gave a PowerPoint presentation on the proposed abandonment and answered questions from Commissioners.

Motion to forward a recommendation of approval to City Council for the abandonment of the emergency access easement on parcel 113-82-015B Moved by Commissioner Carpenter; seconded by Commissioner Stigmon. Motion carried unanimously.

D. No Access Easement on parcel 107-23-013A

The parcel owner requests the abandonment of a No Access Easement across a portion of his parcel (addressed 1600 Falcon Road) bounded by Sparrow Avenue and shown on the plat recorded in the Final Plat of Falcon Ridge Subdivision (Case 4 Map 67). After review of the easement location by Community Development staff there does not appear to be a clear public benefit and it is unclear why the easement was created.

Mr. McIntire gave a PowerPoint presentation on the proposed abandonment and answered questions from Commissioners.

Motion to forward a recommendation of approval to City Council for the abandonment of the no access easement on parcel 107-23-013A Moved by Commissioner Carpenter; seconded by Commissioner Pfeiffer. Motion carried unanimously.

IV. MISCELLANEOUS ITEMS TO/FROM COMMISSION MEMBERS

Mr. Sawyers indicated he will put officer appointments on the next agenda if there is full attendance by Commissioners. Mr. Sawyers discussed future projects that will come to the Commission in the near future.

ADJOURNMENT at 5:12