

FINAL AGENDA

REGULAR COUNCIL MEETING
TUESDAY
OCTOBER 20, 2015

COUNCIL CHAMBERS
211 WEST ASPEN AVENUE
4:00 P.M. AND 6:00 P.M.

4:00 P.M. MEETING

Individual Items on the 4:00 p.m. meeting agenda may be postponed to the 6:00 p.m. meeting.

1. **CALL TO ORDER**

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the City Council and to the general public that, at this regular meeting, the City Council 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).

2. **ROLL CALL**

NOTE: One or more Councilmembers may be in attendance telephonically or by other technological means.

MAYOR NABOURS

VICE MAYOR BAROTZ

COUNCILMEMBER BREWSTER

COUNCILMEMBER EVANS

COUNCILMEMBER ORAVITS

COUNCILMEMBER OVERTON

COUNCILMEMBER PUTZOVA

3. **PLEDGE OF ALLEGIANCE AND MISSION STATEMENT**

MISSION STATEMENT

The mission of the City of Flagstaff is to protect and enhance the quality of life of its citizens.

4. **APPROVAL OF MINUTES FROM PREVIOUS MEETINGS**

- A. **Consideration and Approval of Minutes:** City Council Combined Special Meeting/Work Session of September 8, 2015, and Regular Meeting of October 6, 2015.

5. **PUBLIC PARTICIPATION**

Public Participation enables the public to address the Council about an item that is not on the agenda. Comments relating to items that are on the agenda will be taken at the time that the item is discussed. If you wish to address the Council at tonight's meeting, please complete a comment card and submit it to the recording clerk as soon as possible. Your name will be called when it is your turn to speak. You may address the Council up to three times throughout the meeting, including comments made during Public Participation. Please limit your remarks to three minutes per item to allow everyone an opportunity to speak. At the

discretion of the Chair, ten or more persons present at the meeting and wishing to speak may appoint a representative who may have no more than fifteen minutes to speak.

6. PROCLAMATIONS AND RECOGNITIONS

7. APPOINTMENTS

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the City Council and to the general public that the City Council may vote to go into executive session, which will not be open to the public, for the purpose of discussing or considering employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee, or employee of any public body....., pursuant to A.R.S. §38-431.03(A)(1).

A. Consideration of Appointments: Parks and Recreation Commission.

RECOMMENDED ACTION:

Make one appointment to a term expiring August 2018.

B. Consideration of Appointments: Sustainability Commission.

RECOMMENDED ACTION:

Make one appointment to a term expiring October 2016.
Make two appointments to a term expiring October 2018.

C. Consideration of Appointments: Heritage Preservation Commission.

RECOMMENDED ACTION:

Make one At Large appointment to a term expiring December 2017.

D. Consideration of Appointments: Airport Commission.

RECOMMENDED ACTION:

Make two appointments to terms expiring October 2018.

E. Consideration of Appointments: Beautification and Public Art Commission.

RECOMMENDED ACTION:

Make one appointment to a term expiring June 2018.

F. Consideration of Appointments: Commission on Diversity Awareness.

RECOMMENDED ACTION:

Make three appointments to a term expiring September 2018.
Make two appointments to a term expiring September 2017.
Make two appointments to a term expiring September 2016.

8. LIQUOR LICENSE PUBLIC HEARINGS

None

9. CONSENT ITEMS

All matters under Consent Agenda are considered by the City Council to be routine and will be enacted by one motion approving the recommendations listed on the agenda. Unless otherwise indicated, expenditures approved by Council are budgeted items.

- A. **Consideration and Approval of Contracts:** Laboratory Services for water, wastewater and pre-treatment sampling.

RECOMMENDED ACTION:

Approve contracts with the following four independent laboratories: Eurofin Easton Analytical, Bio-Aquatic Testing, Test America and Trans West Analytical Services. Each contract will be for an initial term of three years and each contract will include two annual extensions upon mutual agreement.

- B. **Consideration and Approval of a Final Plat** request by Mogollon Engineering & Surveying, Inc., on behalf of Pinnacle 146 LLC, for the subdivision of approximately 11.22 acres into 49 single-family residential townhouse lots located at 800 E Sterling Lane within the Medium Density Residential (MR) zone.

RECOMMENDED ACTION:

Staff recommends the City Council approve the final plat, with the conditions outlined in the staff summary and its attachments, and authorize the Mayor to sign both the final plat and City/Subdivider Agreement when notified by staff that all conditions have been met and documents are ready for recordation.

10. **ROUTINE ITEMS**

- A. **Consideration and Approval of Contract:** Animal Shelter Services

RECOMMENDED ACTION:

Approve the Contract with the Coconino Humane Association to provide animal shelter services for the City of Flagstaff for an annual fee of \$199,985.

- B. **Discussion and Direction:** Specialty Appointments to City Commissions

RECOMMENDED ACTION:

Council direction to staff to bring back ordinance to address specialty criteria and process for bringing applications forward

- C. **Presentation by NAU President Rita Cheng on Recent and Upcoming Events. *(It is anticipated that this item will be carried forward to the 6 pm meeting.)***

RECOMMENDED ACTION:

Informational Only

RECESS

6:00 P.M. MEETING

RECONVENE

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

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11. ROLL CALL

NOTE: One or more Councilmembers may be in attendance telephonically or by other technological means.

MAYOR NABOURS

VICE MAYOR BAROTZ

COUNCILMEMBER BREWSTER

COUNCILMEMBER EVANS

COUNCILMEMBER ORAVITS

COUNCILMEMBER OVERTON

COUNCILMEMBER PUTZOVA

12. PUBLIC PARTICIPATION**13. CARRY OVER ITEMS FROM THE 4:00 P.M. AGENDA****14. PUBLIC HEARING ITEMS**

- A. Public Hearing:** Utilities Rate Study - Discussion regarding Consultant and Possible Alterations to Path Forward.

RECOMMENDED ACTION:

Continue Public Hearing - Give staff direction on three proposed options on how to move forward.

- B. Public Hearing and Consideration and Adoption of Resolution No. 2015-35:** A resolution of the City Council of the City of Flagstaff, Arizona adopting the La Plaza Vieja Neighborhood Specific Plan as a Minor Plan Amendment to the Flagstaff Regional Plan 2030 and establishing an effective date.

RECOMMENDED ACTION:

- 1) Hold Public Hearing
- 2) Read Resolution No.2015-35 by title only
- 3) City Clerk reads Resolution No. 2015-35 by title only (if approved above)
- 4) Adopt Resolution No. 2015-35

15. REGULAR AGENDA

None

16. DISCUSSION ITEMS

None

17. FUTURE AGENDA ITEM REQUESTS

After discussion and upon agreement of three members of the Council, an item will be moved to a regularly-scheduled Council meeting.

- A. Future Agenda Item Request (F.A.I.R.):** A request by Councilmember Putzova to place on a future agenda discussion and possible action regarding Indigenous People.

- B. Future Agenda Item Request (F.A.I.R.):** A request by Councilmember Evans to place on a future agenda discussion of Downtown Disability Parking.

18. INFORMATIONAL ITEMS AND REPORTS FROM COUNCIL AND STAFF, FUTURE AGENDA ITEM REQUESTS

19. ADJOURNMENT

CERTIFICATE OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on _____ ,
at _____ a.m./p.m. in accordance with the statement filed by the City Council with the City Clerk.

Dated this _____ day of _____, 2015.

Elizabeth A. Burke, MMC, City Clerk

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Elizabeth A. Burke, City Clerk
Date: 10/16/2015
Meeting Date: 10/20/2015



TITLE

Consideration and Approval of Minutes: City Council Combined Special Meeting/Work Session of September 8, 2015, and Regular Meeting of October 6, 2015.

RECOMMENDED ACTION:

Amend/approve the minutes of the City Council Combined Special Meeting/Work Session of September 8, 2015, and Regular Meeting of October 6, 2015.

EXECUTIVE SUMMARY:

Minutes of City Council meetings are a requirement of Arizona Revised Statutes and, additionally, provide a method of informing the public of discussions and actions being taken by the City Council.

INFORMATION:

COUNCIL GOAL

8. Improve effectiveness of notification, communication, and engagement with residents, neighborhoods and businesses and about City services, programs, policies, projects and development

Attachments: [09.08.2015.CCSMWS.Minutes](#)
[10.06.2015.CCRM.Minutes](#)

MINUTES

COMBINED SPECIAL MEETING/WORK SESSION
TUESDAY, SEPTEMBER 8, 2015
COUNCIL CHAMBERS
211 WEST ASPEN AVENUE
6:00 P.M.

SPECIAL MEETING

1. Call to Order

Mayor Nabours called the Special Meeting of the Flagstaff City Council of September 8, 2015, to order at 6:02 p.m.

2. Pledge of Allegiance

The City Council and audience recited the Pledge of Allegiance.

3. Roll Call

NOTE: One or more Councilmembers may be in attendance telephonically or by other technological means.

PRESENT

ABSENT

MAYOR NABOURS
VICE MAYOR BAROTZ
COUNCILMEMBER BREWSTER
COUNCILMEMBER EVANS
COUNCILMEMBER ORAVITS
COUNCILMEMBER OVERTON
COUNCILMEMBER PUTZOVA

NONE

Others present: City Manager Josh Copley; City Attorney Michelle D'Andrea

4. **Consideration and Adoption of Ordinance No. 2015-18:** An ordinance to enter into a second Amendment to Development Agreement (DA) with Nestle-Purina Petcare Company to extend the agreement and underlying lease for up to six months ***(Possible extension of development agreement with Nestle-Purina).***

Business Retention and Expansion Manager John Saltonstall provided a PowerPoint Presentation that covered the following:

OVERVIEW
SUMMARY OF EXISTING DEVELOPMENT AGREEMENT AND GOVERNMENT PROPERTY
LEASE EXCISE TAX (GPLET) LEASE
REASONS FOR EXTENSION REQUEST
OPTIONS

Councilmember Oravits clarified that the request is to extend the agreement and lease for six months so Purina can explore the feasibility of a deodorizing mechanism and come back after that for possible further action. If the mechanism is not feasible then the development agreement and GPLET lease will terminate as planned.

Councilmember Putzova recommended removing the section of Recital I that discusses Purina's tax savings because it may lead to an impression that the savings were not realized because of something that the City has done which is not the case. If it is not removed she suggested including information about what the savings were rather than saying they were far less.

Councilmember Putzova then suggested a change to the Research section of the agreement. She would like the first sentence to read "During the Extension Period, at its own expense, Purina will explore whether it is financially and technically feasible to purchase and install equipment at the Purina facility in Flagstaff to measurably minimize odor from the Purina Facility."

Ms. D'Andrea explained that the agreement is not in final form yet, and staff is still involved with negotiations with Purina. She asked that Council offer some leeway for the language and stated that the final document will be available to the Council at the second reading.

Vice Mayor Barotz asked if staff is able to clarify the total savings realized by Purina. Mr. Saltonstall stated that the total savings to date is approximately \$2.5 million. Management Services Director Barbara Goodrich stated that the \$2.5 million is the accumulated savings from both GPLETs. There are also additional savings realized from the first GPLET that ran from 2003 through 2008 in the amount of approximately \$500,000. GPLET two was to add another \$3.5 million to what they realized from the first GPLET.

The following individuals addressed Council in favor of extending the Purina GPLET:

- Bonnie Bouschet
- Walter Crutchfield
- Amy Kurr

The following comments were received:

- One of the things that has been a detriment has been the odor emission from Nestle. When the Marketplace opened in 2007 there were several pads for restaurants proposed and prospective vendors have come back and said it is not feasible with the odor. This could be a positive for the community, east side, mall and Marketplace for that odor to be reduced.
- The Harkins Theatres by the mall and the pad sites near that are starting construction soon. The Developer echoes the sentiments of the Marketplace and support the extension of the agreement so work can be done to mitigate the issue. The City has a great company like Nestle Purina but a bad odor.
- Purina continues to grow and expand and this growth has pushed the plant to an extended operation. We want to be a good neighbor and want to look for different ways of mitigating the odor coming from the plant. This is a voluntary effort as we are in compliance with all the air quality standards but we are hoping to find a way to get this work completed.

Moved by Councilmember Coral Evans, **seconded by** Councilmember Karla Brewster to read Ordinance No. 2015-18 by title only for the first time.

Vote: 7 - 0 - Unanimously

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, AUTHORIZING THE CITY OF FLAGSTAFF TO ENTER INTO A SECOND AMENDMENT TO DEVELOPMENT AGREEMENT AMENDING THE DEVELOPMENT AGREEMENT WITH NESTLE PURINA PETCARE COMPANY TO ALLOW TEMPORARY EXTENSION OF AGREEMENT AND UNDERLYING LEASE; PROVIDING FOR A REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, AND ESTABLISHING AN EFFECTIVE DATE

5. **Adjournment**

The Special Meeting of the Flagstaff City Council of September 8, 2015, adjourned at 6:28 p.m.

WORK SESSION

1. **Call to Order**

Mayor Nabours called the Flagstaff City Council Work Session of September 8, 2015, to order at 6:28 p.m.

2. **Public Participation**

Public Participation enables the public to address the council about items that are not on the prepared agenda. Public Participation appears on the agenda twice, at the beginning and at the end of the work session. You may speak at one or the other, but not both. Anyone wishing to comment at the meeting is asked to fill out a speaker card and submit it to the recording clerk. When the item comes up on the agenda, your name will be called. You may address the Council up to three times throughout the meeting, including comments made during Public Participation. Please limit your remarks to three minutes per item to allow everyone to have an opportunity to speak. At the discretion of the Chair, ten or more persons present at the meeting and wishing to speak may appoint a representative who may have no more than fifteen minutes to speak.

Ward Davis addressed Council in regards to the need for additional funding for water conservation in an effort to push off Red Gap Ranch.

John Viktora addressed Council in regards to freedom of speech.

George Averbek addressed Council in regards to the transient population and blight issues downtown.

3. **Preliminary Review of Draft Agenda for the September 15, 2015, City Council Meeting ***

** Public comment on draft agenda items may be taken under "Review of Draft Agenda Items" later in the meeting, at the discretion of the Mayor. Citizens wishing to speak on agenda items not specifically called out by the City Council for discussion under the second Review section may submit a speaker card for their items of interest to the recording clerk.*

A. Review of Ordinance No. 2015-16: Revisions to the City's Animal Keeping Code

Sustainability Specialist McKenzie Jones provided a PowerPoint presentation that covered the following:

PROPOSED CHANGES TO THE LIVESTOCK ANIMAL KEEPING CODE
OVERVIEW
LARGE LIVESTOCK
SMALL LIVESTOCK
BEEKEEPING
COMMUNITY FEEDBACK

Councilmember Oravits asked how the quantities of animals were determined. Ms. Jones explained that staff looked at how much the average family would need to feed their family partnered with the amount of land available. The proposed changes were modeled heavily on Fort Collins' City Code. Councilmember Oravits asked if there is a corresponding ordinance that relates to the cleanup of the waste created by livestock and what that will entail. Ms. Jones stated that there is language regarding the larger animals and all livestock animals that relates to sound and smell; the Code will be similar to that already in place for dogs.

Councilmember Evans stated that there is a lot of concern about the removal of waste. She wants to know what the enforcement will look like for these types of situations. Comprehensive Planning and Code Administrator Roger Eastman stated that he will provide that information at the next meeting. Councilmember Evans stated that she would like to see included in the Code guidelines for waste removal, how far from the property line waste can collect and how often that waste needs to be removed. Mr. Eastman stated that the Code, as it is written now, is more general than that; if a police officer determines there is a nuisance someone can be cited.

Councilmember Putzova asked for information about the impact to the water utility infrastructure, if any. It would be great to see how this proposal applies and theoretically how many properties can accommodate these animals so people can get an idea of what to expect.

Councilmember Oravits asked what the process is now with regards to dogs and odor. Ms. Jones explained that it is entirely complaint driven. Someone can call Code Enforcement or Animal Control to file a complaint; it can be specific to an animal or structure. In speaking with the current Animal Enforcement Officer he stated that he receives approximately two or three calls a month mainly concerning chickens that have gotten out of their owner's yard.

Mayor Nabours stated that one provision states that to have large livestock you need a half acre of open space for each animal but the chart says that under 40,000 square feet someone could have four cows or three horses; that does not equate to a half acre for each. Ms. Jones stated that the numbers had been recently modified and it appears that one was missed. She stated that she will correct those figures before the next meeting.

Councilmember Overton asked for an explanation of why the City is looking into allowing livestock and how the Code may be too restrictive or not restrictive enough. Ms. Jones stated that for a long time there have been issues in understanding the existing Code and staff has been looking at making changes to the Code to make it clearer. During the Zoning Code and Regional Plan process there were many questions about if chickens can be kept and the Sustainability Section gets many calls with the same question. The Code is prohibitive for a vast majority of people in the city and there is a large desire for people to be able to keep chickens especially. This is an effort to address the Code for both small and large livestock. Staff has done extensive research on how this affects people and many feel this is a step in the right direction.

Councilmember Evans stated that she would like additional information about where the ER and RR zones are in the City.

Councilmember Putzova stated that the proposal does not allow slaughter on the property but the purpose was a desire for people to provide food for their families. She would like to know what services are available for the slaughtering of livestock and if possible, she would like to hear from people who own animals currently and what they do. Ms. Jones stated that she has done some research on this issue and as far as she has been able to determine there is not anyone who slaughters chickens in the Flagstaff area. The small game processors do not provide that kind of service.

Councilmember Oravits stated that this Code would not supersede Homeowner's Association restrictions on animal keeping. Ms. Jones stated that he is correct and to her knowledge almost all homeowner's associations do not allow chicken keeping.

David McCain addressed Council stating that Friends of Flagstaff's Future has urged the City to change its Code to allow residents to raise small livestock. Raising animals for food is the most economical access to food available. Councilmember Evans clarified that she does not have an issue with raising local; she is concerned with the number of animals allowed. A lot of people choose to live in the City because they do not want a farm next door. She asked Mr. McCain if Friends of Flagstaff's Future would oppose the lowering of the number of livestock allowed. Ms. McCain stated that they are supporting the intent of the change and want to ensure compatibility with the urban environment. Councilmember Putzova asked if they have a stance on slaughter. Mr. McCain stated that they have not discussed the option of slaughter and therefore have no opinion at this time. Councilmember Putzova stated that she would be interested in hearing what their position is once discussed.

B. Review of Consideration and Approval of Contract : Street Lighting in Support of Dark Skies RFP 2015-69 (*Approve contract with Monrad Engineering, Inc. for the development of an installation and light management plan in the amount of \$100,000*)

Flagstaff Metropolitan Planning Organization (FMPO) Manager Dave Wessel provided a PowerPoint presentation that covered the following:

**STREET LIGHTING FOR ENHANCING DARK SKIES (SLEDS)
SCOPE OF WORK**

Councilmember Brewster stated that the company sounds like they have everything in place to do the work and asked if they have worked with any other communities regarding dark skies. Mr. Wessel stated that the owners have been part of the International Dark Skies Association and work has been done in Tucson in coordination with the observatories there.

Mayor Nabours asked if FMPO is funding the study. Mr. Wessel stated yes the FMPO is funding the study. The FMPO recently funded a series of light replacement phases and at that time the City had thought that they had come to an agreement with the observatories for replacement. That proved incorrect and the FMPO ended up hosting a conference with Lowell Observatory where a lot was learned. Funding this study will allow the City and the Observatories to come to an agreement on what kind of lighting should be used for the replacements.

Councilmember Putzova asked if the overall intent is to maintain the current level of light

or to enhance the dark skies. Mr. Wessel explained that there is some question as to if the City can maintain the current standards with as low as the lighting is now. Staff is continuing to look at that with pole locations and still meet the dark skies expectations. Bandwidth will be something that is watched closely and whether there are opportunities to work around the spectrum. The goal is to maintain the dark skies and they do not anticipate much increased light.

Vice Mayor Barotz suggested that the observatory be invited to a work session after the study is complete to allow them an opportunity to give their feedback on the recommendations from the consultants.

4. Visit Cool Update

Convention and Visitor Bureau (CVB) Marketing and Public Relations Manager Heather Ainardi provided a PowerPoint presentation that covered the following:

FLAGSTAFF COOL ZONE
#VISITCOOL
PARTNERS
VISITCOOL WEBSITE
ADVERTISING
FACEBOOK
LAUNCH
VISITCOOL LOCATIONS
MEDIA
VISITCOOL SCAVENGER HUNT
YEAR-LONG PROMOTION
UPCOMING PROMOTIONS
 66 KICKS ON ROUTE 66
 FLAGSTAFF SELFIE TRAIL SELFIE SEPTEMBER

Councilmember Brewster asked if they are still doing wraps on the light rail trains in Phoenix. Ms. Ainardi explained that wraps were done in the past, but the CVB no longer has the budget to continue. However, this allows staff to utilize new ideas to keep things fresh and make sure people do not see the same things over and over.

Councilmember Oravits stated that the Cool Zone is very big and very obvious. The event was well attended and very cool. Having the temperature gauge was a great idea and the project overall is great branding and rebranding of Flagstaff. There is a big challenge ahead in keeping the ideas flowing.

A break was held from 7:36 p.m. through 7:46 p.m.

5. Update on Management Plans Related to Plastic Bags

Sustainability Manager Nicole Woodman provided a brief update on the City's plastic bag management plans.

The City of Flagstaff has considered plastic bag management three times in calendar year 2015. A City Manager focus group was formed with the goal of finding a common solution for plastic bag management; following the formation of the group, the State of Arizona Legislature passed Senate Bill 1241 that prohibits cities, towns and counties from charging a fee or banning the use of "auxiliary containers" such as plastic bags.

Discussions among staff, the Sustainability Commission and City Manager focus group led to three options:

1. File a lawsuit against the State of Arizona. This option is not recommended due to time, expense, defensibility, and other priorities for the City.
2. Develop and execute a City of Flagstaff operated plastic bag recycling program. This option would include wide scale collection of commercial and residential plastic bags and the sale of plastic bag material to the private sector. This option is not recommended due to the significant cost to initiate the program and the greater need to invest time and resources into the existing residential and commercial recycling program.
3. Continue to execute a modestly funded recycling education initiative and plastic bag use reduction campaign. The Sustainability Program allocates 15% of its operating budget to recycling education. Staff provides in-person waste prevention and recycling education as well as distributes recycling information to customers. Reusable bags are also distributed to the community. This month, staff will launch the MyWaste website and smartphone app. This will provide personalized waste and recycling collection information to City customers, recycling and disposal instruction, as well as communication and engagement tools. This option is recommended.

In addition to the recommended option, if Council wishes to increase funding to recycling initiatives from \$0.25 per resident to \$1.00, a budget request could be submitted in FY 2017 to increase funding to improve recycling rates.

Mayor Nabours stated that when the Council toured the recycling plant there was literally a shower of plastic bags coming down the machinery. It became obvious that people in Flagstaff are willing to recycle and place those items in the recycle cans. It is important to better educate on the appropriate disposal of plastic bags. He asked if stores would entertain having a sign at the entrance that says "Did you remember your bags?" to encourage more use of reusable bags. Ms. Woodman stated that there is still a lot of interest in the community about plastic bags and it is important to continue getting information out to the community. Staff will continue to collaborate with businesses in town along with the grocery stores to encourage the use of reusable bags and appropriately recycling plastic bags.

Councilmember Brewster states that she continues to have trouble knowing where the containers are to recycle plastic bags at the stores. She stated that if people are asked to recycle plastic bags the receptacles need to be accessible and visible. Ms. Woodman stated that the grocery stores in town that participate in bag central station do so on a voluntary basis and it is up to the store to determine placement and signage.

Councilmember Evans stated that she is disappointed in the State and suggested that the City look at legal options. She also suggested that staff look for plastic bag recycling locations that are not affiliated with a traditional grocery store. Ms. Woodman explained that the City does not have a program for processing the bags that would be collected at those locations. Mayor Nabours asked if the grocery stores would take the bags that the City collects at alternate locations. Ms. Woodman stated that it is not something that has been discussed with the grocery stores before but is an idea that can be looked into.

Councilmember Putzova stated that there is no way of knowing what happens to the bags once they reach Phoenix. There is no evidence that these bags get recycled. Ms. Woodman agreed stating that the City is not privy to that information. Staff's focus has been addressing the reduction at the start and not just the recycling.

Mayor Nabours asked if there are stores that provide an incentive to bring and use reusable bags. Ms. Woodman explained that there are a handful of stores that provide a five cent rebate on bags but most do not; Sprouts, Target, Whole Foods, and Natural Grocers provide the

rebate. Mayor Nabours suggested that the program could be expanded with the City promoting it.

Ms. Woodman stated that as a model staff is working with Economic Vitality and the Downtown Business Alliance to introduce a reusable bag for downtown businesses that would provide a credit or discount to the customer when those bags are used. Staff is trying to identify creative ways to promote the cause.

Councilmember Putzova stated that it is important to work with businesses and the best thing would be if businesses voluntarily eliminate the use of plastic bags.

Councilmember Oravits stated that when staff comes back to Council with the education campaign he would like to see and understand the target and the benchmark and how staff plans to measure success.

The following individuals addressed Council in favor of reducing the use of plastic bags:

- David McCain
- Andy Fernandez

The comments received are as follows:

- Friends of Flagstaff's Future continue to be very interested in the issue and would like to see the City stand up for their rights and sue the State for their overreaching.
- Suggest establishing a baseline measure of recycling and periodically re-measure to evaluate effectiveness.

6. Boards and Commissions: Process Update

City Clerk Elizabeth Burke provided a PowerPoint presentation that covered the following:

AGENDA
CURRENT BOARD/COMMISSIONS
BACKGROUND
HOW BOARDS/COMMISSIONS/COMMITTEES ARE CREATED

Deputy City Clerk Stacy Saltzburg continued the presentation.

SPECIALTY APPOINTMENTS
COUNCIL INTERVIEW TEAM SELECTION
EXAMPLE OF OPTION THREE
EXAMPLE OF OPTION FOUR
STATUS OF DIVERSITY AWARENESS COMMISSION
UPDATE – STREAMING
COUNCIL DIRECTION

After discussion the Council directed staff to change the process for determining the Council Interview Team; instead of assigning two Councilmembers from a rotating list they asked that a random rotation of Councilmembers be determined for each individual commission. When appointments come up for commissions one Councilmember is assigned for each vacancy from the list for that particular commission. The hope is that this new process will provide a more consistent and fair approach to how Councilmembers are selected to make appointments.

With regards to the specialty appointments the Council determined that they would like to take

a closer look at defining the criteria of qualifications for the specialty appointments. The City Clerk will bring forward the discussion at a future meeting.

The Council also determined that they would like to move forward with re-starting the Commission on Diversity Awareness since there has recently been an increase in interest from the community.

Councilmember Evans and Vice Mayor Barotz left the meeting at 9:10 p.m.

7. Policy discussion on proposed amendments to Chapters 10-10 and 10-20 of the Flagstaff Zoning Code

Mayor Nabours stated that item 7 would be postponed to a later meeting due to the lateness of the meeting and because a couple of Councilmembers had to leave the meeting.

8. Review of Draft Agenda Items for the September 15, 2015, City Council Meeting*

** Public comment on draft agenda items will be taken at this time, at the discretion of the Mayor.*

None

9. Public Participation

None

10. Informational Items To/From Mayor, Council, and City Manager; future agenda item requests

Councilmember Oravits would like information on the feasibility of regulating transactions that occur between occupants of vehicles in traffic with pedestrians on the sidewalk. Mayor Nabours stated that there have been a number of legal requests recently and Ms. D'Andrea is putting them all together to be discussed at an upcoming Executive Session.

Councilmember Oravits stated that a letter has been sent to the City Council along with the City Manager regarding the 250 acres of City owned land south of Ponderosa Trails and the North Slopes Homeowners Association has raised concern about forest fires. He requested an email or memo giving information about if there is a possibility of treating the forest in that area in the near future.

Councilmember Oravits also noted that he spoke with Arizona Department of Veteran Services and heard that they have recommended to the Governor's office to fund \$9.2 million for a veteran's home in Flagstaff.

Mr. Copley reminded Council about the United Way kickoff luncheon scheduled for September 9, 2015 and the renaming of the Flagstaff Recreation Center scheduled for September 10, 2015 at 5:00 p.m.

11. Adjournment

The Work Session of the Flagstaff City Council held September 8, 2015, adjourned at 9:14 p.m.

MAYOR

ATTEST:

CITY CLERK

CERTIFICATION

STATE OF ARIZONA)
) ss.
Coconino County)

I, ELIZABETH A. BURKE, do hereby certify that I am the City Clerk of the City of Flagstaff, County of Coconino, State of Arizona, and that the above Minutes are a true and correct summary of the Meeting of the Council of the City of Flagstaff held on September 8, 2015. I further certify that the Meeting was duly called and held and that a quorum was present.

DATED this 20th day of October, 2015.

CITY CLERK

MINUTES

1. CALL TO ORDER

Mayor Nabours called the Regular Meeting of October 6, 2015, to order at 4:00 p.m.

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the City Council and to the general public that, at this regular meeting, the City Council 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).

2. ROLL CALL

NOTE: One or more Councilmembers may be in attendance telephonically or by other technological means.

PRESENT:

MAYOR NABOURS
VICE MAYOR BAROTZ
COUNCILMEMBER BREWSTER
COUNCILMEMBER ORAVITS
COUNCILMEMBER OVERTON
COUNCILMEMBER PUTZOVA

ABSENT:

COUNCILMEMBER EVANS

Others present: City Manager Josh Copley and Assistant City Attorney Ron Kanwischer.

3. PLEDGE OF ALLEGIANCE AND MISSION STATEMENT

The audience and City Council recited the Pledge of Allegiance and Mayor Nabours read the City of Flagstaff's Mission Statement.

MISSION STATEMENT

The mission of the City of Flagstaff is to protect and enhance the quality of life of its citizens.

Mayor Nabours noted that Item 6-A had been pulled from the agenda.

4. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

- A. Consideration and Approval of Minutes:** City Council Special Meeting (Executive Session) of September 8, 2015; Regular Meeting of September 15, 2015; and Special Meeting (Executive Session) of September 29, 2015.

Moved by Councilmember Scott Overton, **seconded by** Councilmember Jeff Oravits to approve the minutes of the City Council Special Meeting (Executive Session) of September 8, 2015; Regular Meeting of September 15, 2015; and Special Meeting (Executive Session) of September 29, 2015.

Vote: 6 - 0 - Unanimously

5. PUBLIC PARTICIPATION

Public Participation enables the public to address the Council about an item that is not on the agenda. Comments relating to items that are on the agenda will be taken at the time that the item is discussed. If you wish to address the Council at tonight's meeting, please complete a comment card and submit it to the recording clerk as soon as possible. Your name will be called when it is your turn to speak. You may address the Council up to three times throughout the meeting, including comments made during Public Participation. Please limit your remarks to three minutes per item to allow everyone an opportunity to speak. At the discretion of the Chair, ten or more persons present at the meeting and wishing to speak may appoint a representative who may have no more than fifteen minutes to speak.

6. PROCLAMATIONS AND RECOGNITIONS

- A.** ~~Presentation to State Representative Bob Thorpe by Dale Wiebusch, Legislative Associate of the League of Arizona Cities and Towns, of a **Legislative Friend of Cities and Towns Award**~~ **-THIS ITEM HAS BEEN PULLED FROM THE AGENDA**

7. APPOINTMENTS

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the City Council and to the general public that the City Council may vote to go into executive session, which will not be open to the public, for the purpose of discussing or considering employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee, or employee of any public body...., pursuant to A.R.S. §38-431.03(A)(1).

None

8. LIQUOR LICENSE PUBLIC HEARINGS

- A. Consideration and Action on Liquor License Application:** Roger Burton, "Giant Store #083", 2161 E. Route 66, Series 10 (beer and wine store), New License.

Mayor Nabours opened the Public Hearing, noting that the Police Department, Code Compliance and Sales Tax had all reviewed the application and found no reason for denial. There being no public input, the Public Hearing was closed.

Moved by Councilmember Jeff Oravits, **seconded by** Councilmember Karla Brewster to forward a recommendation to the State for approval of the liquor license application submitted by Giant Store #083, located at 2161 East Route 66.

Vote: 6 - 0 - Unanimously

9. CONSENT ITEMS

All matters under Consent Agenda are considered by the City Council to be routine and will be enacted by one motion approving the recommendations listed on the agenda. Unless otherwise indicated, expenditures approved by Council are budgeted items.

Moved by Councilmember Scott Overton, **seconded by** Councilmember Karla Brewster to approve Consent Items 9-A and 9-B.

Vote: 6 - 0 - Unanimously

A. Consideration and Approval of Contract: Water Meter Vault replacement project *(Approve construction contract with Eagle Mountain Construction for the replacement of the existing water meter vault located at 2515 East Butler Avenue, Little America Hotel*

- 1) Award the construction contract to Eagle Mountain Construction of Flagstaff, Arizona in the award amount of \$94,159 which includes \$6,000 in contract allowance. The contract period is for 160 days; and
- 2) Authorize Change Order Authority to the City Manager in the amount of \$8,815.90 10% of the bid contract amount, (less contract allowance) for unanticipated additional costs;and
- 3) Authorize the City Manager to execute the necessary documents

B. Consideration and Approval of: Consent to Transfer Control of Cable License Agreement

Consent to Transfer Control of Cable License Agreement from Cequel Corporation to Altice N.V.; and authorize the Mayor to execute the necessary documents.

10. ROUTINE ITEMS

A. Consideration of the Intergovernmental Agreement (IGA)/Joint Project Agreement (JPA): 15-0005388-I between the City of Flagstaff (City) and the Arizona Department of Transportation (ADOT) for the FY 2016 Highway Safety Improvement Program (HSIP), Design and Installation of Signs .

Mayor Nabours noted that this was not the City's idea or the City's money, but some of these are located in the City's right-of-way so they need the City's permission.

Moved by Vice Mayor Celia Barotz, **seconded by** Mayor Jerry Nabours to approve the Intergovernmental Agreement between the City of Flagstaff and Arizona Department of Transportation in the amount of \$265,000.00 with a no city matching funds required.

Vote: 4 - 2

NAY: Councilmember Jeff Oravits
Councilmember Scott Overton

- B. Consideration and Approval of Contract:** Public Defender Services for the Flagstaff Municipal Court.

Moved by Councilmember Jeff Oravits, **seconded by** Vice Mayor Celia Barotz to accept the proposal of Harris and Winger, P.C. of Flagstaff, Arizona for an annual fee of \$245,000, paid monthly at a fee of \$20,416.66.

Vote: 6 - 0 - Unanimously

- C. Consideration and Approval of:** 1) Contract for Professional Services with JC Cullen, Inc. (Niles Radio Communications); 2) Cooperative Purchase Contract with JC Cullen, Inc. (Niles Radio Communications); 3) Authorize expenditure for a microwave radio network project in an amount not to exceed \$650,000; and authorize the Mayor to execute the required documents. (***Microwave network design and build to replace current fiber network***)

IT Director Ladd Vagen said that during last week's presentation Vice Mayor Barotz had asked the location of the antenna on McMillan Mesa. He then provided some pictures of the current tower from different angles. He said that when the staff summary was written earlier this year they were proposing a 100 foot tower; however, after reviewing the zoning restrictions they are proposing to keep the same height of 65 feet. It will look the same as what is in the pictures, but will be much stronger.

Jonathan Allen, Flagstaff, said that he wanted to disclose that he works for a competitor of Niles, but was not speaking on their behalf. He has a lot of experience with different systems and is certified on Canopy systems, which is now Cambien Networks. He said that the City used to have this same type of system in the 1990's and he worked on it, and he helped tear it down when they went to a fiber system. He said that seven to eight years is a good payback time, but there will always be maintenance costs. He said that he was not there to criticize their products or the supplier, but wanted to help everyone understand what was being proposed.

John Lindsay with Niles Radio came forward to give some background on the proposal. He said that Canopy is a consumer-grade home internet radio system--that is not what they are using. They are using Cambient Radios. He said that Cambient Networks does own that, but they are different systems. These are the same systems they use for utilities, railroad, public safety, etc. He said that the system they have is extremely reliable and does not have the challenge of backhoes cutting their paths.

Mr. Vagen said that the payback is anticipated at around seven years, with an expected life for the system of twenty years.

Vice Mayor Barotz said that Councilmembers were not experts; they are relying heavily on the staff, and she appreciated the other perspective as well.

Moved by Vice Mayor Celia Barotz, **seconded by** Mayor Jerry Nabours to approve the Contract for Professional Services with JC Cullen, Inc. (Niles Radio Communications), approve a Cooperative Purchase Contract with JC Cullen, Inc. (Niles Radio Communications), and authorize expenditure for a microwave network project in a total amount not to exceed \$ 650,000.00.

Vote: 6 - 0 - Unanimously

RECESS

The 4:00 p.m. portion of the October 6, 2015, Regular Meeting of the Flagstaff City Council recessed at 4:32 p.m.

6:00 P.M. MEETING**RECONVENE**

Mayor Nabours reconvened the Regular Meeting of October 6, 2015, at 6:00 p.m.

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

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11. ROLL CALL

NOTE: One or more Councilmembers may be in attendance telephonically or by other technological means.

PRESENT

MAYOR NABOURS
 VICE MAYOR BAROTZ
 COUNCILMEMBER BREWSTER
 COUNCILMEMBER EVANS
 COUNCILMEMBER ORAVITS
 COUNCILMEMBER OVERTON
 COUNCILMEMBER PUTZOVA

ABSENT

NONE

Others present: City Manager Josh Copley and Assistant City Attorney Ron Kanwischer.

Mayor Nabours noted that he would be moving the Future Agenda Item Requests forward, to be discussed after Public Participation. Additionally, he said that they do have a Water Rate Study Public Hearing scheduled for the evening and the first part of that Public Hearing will be a presentation by staff and the consultant. He noted that no public input will be received this evening on the item, and he requested that it not be addressed under Public Participation as well. Next week the Public Hearing will continue and at that time they will take public comment.

12. PUBLIC PARTICIPATION

Gage Holcomb, NAU student, voiced opposition to the Nuisance Ordinance and requested that the Council reconsider this item, due to it being unconstitutional and it being passed when school was not in session.

Item 17-A was then discussed.

13. CARRY OVER ITEMS FROM THE 4:00 P.M. AGENDA**14. PUBLIC HEARING ITEMS**

- A. Public Hearing:** Providing staff and consultants rate study presentation prior to modifying water, wastewater, reclaimed water and stormwater rates and fees. ***(Staff/consultant presentation regarding rate adjustment) NO PUBLIC INPUT AT THIS MEETING - PUBLIC INPUT WILL BE TAKEN AT THE OCTOBER 13, 2015 MEETING***

Mayor Nabours opened the Public Hearing at 7:23 p.m.

Utilities Engineering Manager Ryan Roberts introduced the presentation, which began with:

- PURPOSE/OBJECTIVE
- OUTREACH

Vice Mayor Barotz asked if the same presentation was given every time they presented it to the public. Mr. Roberts said that the information does get modified based on questions they may receive. If they hear a good question, they then roll that question/answer into the next presentation, but 95% of the information has been the same. He then briefly reviewed what the message has been, which includes what the City's needs are, what methods they have used to cut costs and reduce energy costs, to trim down and gain efficiencies. They lay out the need for infrastructure and facilities and what the current status is. They have had a lot of experts come in and do technical studies, and they share some of that briefly and then they go into the proposed rate options that will be taken to Council. He said that the only recommendation presented is that of the Water Commission. They will provide that to the Council along with the options provided by the consultants.

- BACKGROUND

Jonathan Varnes of Willdan Financial Services then continued the presentation:

- KEY ITEMS OF NOTE
- RATE STUDY PROCESS

Vice Mayor Barotz asked if the consultants were aware of the goals related to conservation when they sat down with staff to talk about what the rate study would look like, and how they considered that information.

Mr. Varnes said that they were told by staff that after the last rate study was done, they put into place conservation rates and they saw the consumption reduced. Mr. Hill said that they also shared with the consultants the various financial policies--A1.1, A1.2 and A3.1, as well as policies regarding stormwater and reclaimed water.

Vice Mayor Barotz said that one of the proposals included an increase in the tier to the next thousand level, and that seemed contrary to conservation. Mr. Varnes said that was proposed for ease of the customer and they did an analysis which showed that there was no material difference in consumption by doing so.

•3 COMMON PHASES TO ALL UTILITY RATE STUDIES

- Revenue Sufficiency Analysis
- Cost of Service Analysis
- Rate Design Analysis

•REVENUE SUFFICIENCY ANALYSIS/FINANCIAL PLAN RESULTS

- Key Assumptions

Councilmember Oravits asked where the one percent growth projection came from. Mr. Roberts said that it came from a study by Tischler Bise for Community Development which recommended over a ten year period they would see 2,100 new single-family homes, or 210 per year, based on the financial depression they went into and how slowly they were coming out of it.

•WATER, SEWER AND RECLAIMED WATER OPTIONS

- Option 1
- Option 2

Councilmember Putzova asked about the methodology used in deciding to go as high as 28%. Mayor Nabours asked, too, where the 20% came from. Mr. Hill said that the 20% was a reaction to the last rate study back in 2010 where they were upside down and had a debt of 42%. They wanted to get out of debt and then set a cap. In terms of 3% or 7%, these were bookends; it could be anywhere in between. The 3% was getting the policy of not having large rate shocks in the future, but keeping up with annual increases in how they do business. The 7% was a different way to maintain the debt service.

Mayor Nabours asked if the 20% was a national rule of thumb for utilities. Mr. Varnes said that from his experience, of performing over 200 rate studies over the last two decades, the 20% was on the low side. Utilities are capital-expensive businesses. He said that debt is a powerful instrument for utilities. When they get to 42% he would be concerned, but he believed that the 20% may have been more of a correction than needed. He said that 30% is a reasonable number in the utilities industry.

Councilmember Evans said that 20% is a more conservative approach in how they pay their bills and pay for the future of water. She would be interested in seeing more data on what others are doing and where that percentage is at for them.

Councilmember Oravits said that he was on the Water Commission in 2010 with the last rate study. He asked how much rates have increased since then. Mr. Hill said that he has a slide to show that over a ten year period there was no rate increase, then a few 3% and then in 2010 there was none. Starting in 2011 they had a 13%, 7%, 7%, and 7% and now they are done. Moving forward it will either a 0% increase or 3% to 7% as proposed. He said that whatever percentage is selected will be that percentage for each year, for five years, and then in five years they do another rate study.

Written comments were received from:

•Jack Rathjen

Comments received included:

- Water is "lifestyle"-- grass to play on, gardens, snow, etc.
- Rate Study is lawed
- Water Crisis. Utilities Department would want Council and the press to believe that the City is running out of water -- nonsense.
- If there is plenty of water, and it was sold to enhance lifestyle, rates would go down.
- Conservation is not the end-all goal. Flagstaff has a history of being highly conservative. When rates keep going up, citizens lose their "lifestyle" and this is punitive.

Councilmember Evans asked if they have used General Funds to help in those years when there were no rate increases. Mr. Roberts said no. During 2000 to 2010 they did not transfer any money and in 2007 they zeroed out their CIP program for three to four years. They did drastic cuts and reduced staff by 11 positions. He said that in 2010 is when funding started coming back.

Mayor Nabours asked if the hydrobags they purchase awhile back had come from the General Fund. Mr. Roberts said that they were purchased through the Utilities Fund; they do not go into the General Fund.

Councilmember Overton said that they also changed policy to reflect more of the capital project to be funded through the meter buy-in fee and when permits tanked the projections were not quite as accurate. Mr. Roberts said that back in the mid 2000's they saw over 700 new single-family homes so capacity fee payments were quite high. A lot of those funds were helping fund utility projects, but they were growth projects such as wells and oversized pipes. In 2010, when they came forward with the last rate increase, they were adjusting rates and capacity fees. The Council chose to defer an increase in capacity fees for two years because they were in a depression, so they deferred implementation until 2012.

Councilmember Evans said that they did not use General Fund monies and did not use Utilities money for capital, but asked if they did not use bond money to do some water infrastructure. Mr. Roberts said that there were bond projects for new wells, so they were incurring debt service. Mr. Hill added that those projects done under bonds were still paid back by the Water Fund. There were two elections in 2005 for the purchase for Red Gap and one drill of four wells. The repayment obligation was still from the Water Fund.

Councilmember Putzova said that it does not appear that the conservation policy was considered. It said that they will maintain conservation efforts, but she asked how conservation would be affected. She also asked that he speak to the compounded percentage of the increase.

Mr. Varnes said that this phase is the financial analysis phase, more of which avenue they are going down and then they decide what rate options. He said that they did address conservation in a few ways. Back in 2010 the average consumption was 5,300 gpm and with the 2013 billing data, that rate had gone down 5-6%. Looking at 2015, the revenues came in lower than expected based on budget and actuals for 2014. Even with a rate increase they ended up with the same amount of customers and a rate increase, they had a reduction in flow, so people were still conserving. He said that they have made leaps and bounds, probably 10-11% since 2010. There is a significant amount of conservation built in already. At some point they will reach a point where they cannot get much lower.

Councilmember Putzova asked what the conservation implications were for Options 1 or Option 2. Mr. Varnes said that at this point they have the same level of conservation because they have not gotten into specific rate designs yet.

Mayor Nabours excused himself from the meeting at this time (8:10 p.m.) and Vice Mayor Barotz assumed control of the meeting.

Vice Mayor Barotz asked how they bifurcate the analysis. If they were talking about having a sustainable utility and revenues from rate payers, they also have rate payers from other sources. She asked how they can have a financial model that just looks at the rate payers. Mr. Varnes said that they were looking at all of them; the options consider both sources of revenue.

Mr. Hill said that later in the presentation Pat Walker will review the capacity fees; the financial plan does consider both.

•WATER REVENUE SUFFICIENCY ANALYSIS

Councilmember Putzova asked if it would be a correct statement to say that with the 3% revenue increase they can get a very different conservation result. Mr. Varnes said that is generally an accurate statement.

Mr. Hill said that in 2010 when they modified the tiers significantly they went from 35% using 4,000 gpm to 65%.

Vice Mayor Barotz said that what she is wrestling with is that she is hearing, "we've done enough" or the lion's share of the work is done. Now there is not a lot more then can do without being more punitive.

Councilmember Putzova said that it was mostly on the residential side--not necessarily on the commercial side. Conservation on the tiered structure has done a good job with households, but she asked about the other parts.

•SEWER

•RECLAIMED WATER

-Option 1 - 3%

-Option 2 - 7%

•RATE DESIGN - RESULTS

•WATER RATES

-Options 1A, 1B and 1C

-Options 1 - Raise all rates by 3% 2015 rates and raise by 3% each year

-Option 1A - Flow Charges

-Energy Charge per 1,000 gallons (energy charge is in addition to the rate

-Option 1B - Changing rate structure - 3%

-Changed tiered system - 0-3,700 to 0-4,000

Councilmember Putzova said that she would like to see another column shown to indicate the rate change percentage for each type of customer over the five years. Mr. Varnes said that it would vary, but he could add that to the presentation for the future.

•SINGLE-FAMILY RESIDENTIAL FLOW DISTRIBUTION BY USAGE TIER

Vice Mayor Barotz said that if the purpose was to make it easier, why not go down to 3,500 rather than up to 4,000. She felt that in the current day of water shortage, they were sending the wrong message. Mr. Varnes said that his general thought process was that it should end in 000 to make it easier. He did not believe that 3,500 is different than 3,700.

Councilmember Putzova said that she did a quick calculation and found that over a five year rate increase there would be a 22% increase over five years for Tier 1 and only 17% for Tier 4. She asked why those that are conserving the most are subjected to the highest rate increase. Mr. Varnes said that he would need more time to think about those logistics. Vice Mayor Barotz directed staff to make sure they get information on that analysis.

Councilmember Evans said that there are a lot of questions that they do not have answers to, and they still have people wanting to make comments. She suggested that the questions be submitted in written form and be available on the website.

Councilmember Oravits said that he was trying to understand the reasoning of raising the tier to 4,000. Mr. Varnes said that when he evaluated it, it seemed more complicated than it needed to be so he brought forward to staff the idea of raising it to 4,000. They have heard from Customer Service that it is sometimes difficult to explain to the customers. Councilmember Overton said that just out of sheer philosophy, it is going to need to move down and the sooner that gets to 3,500 the faster they will get to a rate that makes sense. Councilmember Evans said that she needs a clear understanding as to why the percentage is higher for the lower user.

•WATER RATES

-Option 1B

-Option 1C - Looks at tiered rate structure - add tiered-rates for nonresidential

Mr. Varnes said that in looking at the tiers for nonresidential, most of the consumption is out in Tier 4. That tells him that they are going to be charged the highest rate and they have the least amount of ability to conserve. He said that there could be a dress shop, restaurant, car wash, and they could all be using a 2" meter. It is difficult to unilaterally apply a tier structure to all of them.

Councilmember Overton said that the tiers may not be very financially far apart. If there is a hotel, they are still going to use a lot of water in Tier 4, but if it was a 20% reduction in Tier 4, he asked if that was enough of a reduction to incentivize them.

Councilmember Putzova said that she understood the logic and perspective, but she would like to understand what a 5% change in the nonresidential use would look like and what it would mean overall.

Councilmember Brewster said that lots of customers use a lot of water. She cannot imagine they are not trying to conserve their water. She is concerned with putting a penalty on them if they have to use that water. Mr. Varnes said that was the problematic nature of applying it to the nonresidential user.

Vice Mayor Barotz asked for a list of all cities that have tiered rates for nonresidential users. Councilmember Oravits asked that information also be provided on whether that tiered system led to conservation. Mr. Varnes said that in his experience a tiered structure has only passed once, and that was brought back for further consideration at a later date.

Councilmember Oravits said that he did not want to send the message that they were ready to run out of water. He is not trying to be negative, but he wants to understand the impacts. Councilmember Evans said that they were talking about the state of water as a whole. They need to be clear that water in Flagstaff is an issue. They have water for 100 years, but they need to be realistic on paper.

-Option 1C

Councilmember Putzova asked why the tiers would be the same for residential and nonresidential. Mr. Varnes said that to establish tiers they need a base unit and they use the single-family as a base unit. That is the "gold standard" or the industry standard. On the commercial side, if they did a distribution analysis there are so many different types of uses. In order to do this they relate it back to meter size, so if 5/8 x 3/4 is the basic residential, then they use the equivalencies; that is about the best they can do.

Councilmember Oravits asked where multifamily use fits in. Mr. Varnes said the multifamily has their own use and currently they do not have tiered rates.

- SUMMARY OF WATER OPTIONS

- SEWER RATES

- Option 1 - No fixed charge - just flow charge

- Option 1 - 5.5% annual revenue increase

Councilmember Putzova said that she had the same request for sewer use to show the percentage in change for each class.

Councilmember Evans asked if the commercial included outside area customers. Mr. Hill said those are under a different fee. Haulers that bring in their waste are charged a septage fee. That is Phase 2.

-Option 2 - 7% Annual Revenue Increase

- SUMMARY OF WATER RATE OPTIONS

- AVERAGE SINGLE FAMILY RESIDENTIAL WATER BILL

- RECLAIMED WATER RATE RESULTS

- Option 1 - Fixed charges and increase by 3%

- Option 1 - Flow Chart - 3%

- Option 2 - Would generate 7% to meet debt service

Councilmember Putzova asked about the tiers for private/residential and the philosophy for commercial users. Mr. Varnes said that it was the same as on the water side; there are different types of reclaimed water users.

- STORMWATER

- Option 1

- Option 2

- Option 3

- Option 4

Vice Mayor Barotz suggested that they end the Public Hearing for this evening and pick up on the rate survey at the next meeting.

Councilmember Evans said that she remembered not long ago the Chamber was invited to

come forward and give a PowerPoint presentation on a survey they had done. She said that they have been getting a lot of information from the City's Water Group and as a member of Council she is interested in having 30 minutes allocated for them to present during continuation of this meeting.

Mr. Copley said that he understands the request and asked for an opportunity to confer with staff and the City Attorney on how that request would be made. He would explore that as soon as possible in the morning and get back with her by the end of the day tomorrow.

Councilmember Oravits said that if that does occur there may be other groups that also want an opportunity to present.

15. REGULAR AGENDA

A. Consideration and Adoption of Resolution No. 2015-34: A resolution adopting the Picture Canyon Management Plan.

Sustainability Specialist McKenzie Jones came forward with Open Space Specialist Betsy Emery to briefly review the Picture Canyon Management Plan. She said that the City acquired 478 acres at Picture Canyon Natural and Cultural Preserve in 2012 using funds from the 2004 voter-approved Open Space bond and a 2012 Arizona State Parks Growing Smarter Grant. As part of the acquisition process, a conservation easement was granted to Arizona State Parks which specifically outlines construction, access, and development limitations at the Preserve. Additionally, the acquisition process requires that a management plan be in place to guide management activities and projects at the Preserve. She then gave a brief PowerPoint presentation which addressed:

- HISTORY
- PARTNERS
- IMPORTANT NOTES
- PLAN ORGANIZATION
 - Management Coordination
 - Natural Resources
 - Archaeological and Cultural Resources
 - Public Use and Facility Development
 - Priority Action Plan
- FINANCIAL CONSIDERATION
 - One-Time Costs
 - Ongoing Costs

Councilmember Overton thanked staff for adding the financial information. He asked what the State's response was to the management plan. Ms. Jones said that they do not have a clear answer on that from the State, but would be happy to talk further with them. Vice Mayor Barotz said that she would suggest that since the management plan is required, there are some limitations.

Ms. Jones said that there is no one assigned on a regular basis to guard the area where the petroglyph work is. She did not think the City would ever have the money necessary to do that; however, the way it is handled across the State is through the Arizona Sites Stewardship Program. The goal is they will be training Picture Canyon Working Group members interested in keeping an eye on them. Then they will have a website where it is a tracked.

Moved by Councilmember Scott Overton, **seconded by** Councilmember Coral Evans to read Resolution No. 2015-34 by title only.

Vote: 7 - 0 - Unanimously

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF ADOPTING THE MANAGEMENT PLAN FOR PICTURE CANYON NATURAL AND CULTURAL PRESERVE

Moved by Councilmember Coral Evans, **seconded by** Councilmember Jeff Oravits to adopt Resolution No. 2015-34.

Vote: 7 - 0 - Unanimously

16. DISCUSSION ITEMS

None

17. FUTURE AGENDA ITEM REQUESTS

After discussion and upon agreement of three members of the Council, an item will be moved to a regularly-scheduled Council meeting.

A. Future Agenda Item Request (F.A.I.R): A citizen petition to reconsider Ordinance No. 2015-08 (Nuisance Ordinance).

The following individuals spoke in favor of this item, to bring back the Nuisance Ordinance for reconsideration:

- Rob Knox
- Jim Burton, Flagstaff Liberty Alliance
- John Bower
- John Kistler

Comments received included the following:

- Ordinance was passed days after semester ended
- Law is too broad
- Purposefully vague language
- Leads to selected enforcement of certain groups or people
- Amendments are overreaching and unnecessary
- Infringes on civil liberties of residents and visitors
- They need to create fair, reasonable and ethical policing policies
- The Flagstaff Liberty Alliance supports further consideration of this ordinance
- They encourage the Council and Police Department to sit down with students and rights groups
- Gives Police Department too much power
- Endangers bystanders that are not committing the crime
- Started a petition on Change.org and had over 3,000 signatures to reconsider
- Need to clearly define what does and does not constitute a nuisance party
- Raise the limit of assembly back to 15 and lower probationary period back to 90 days
- Highly unconstitutional

- Lives in downtown and has been able to go and talk to people to ask them to be quiet
- Only one time last year did he have to call Police and with 100 people there it was shut down within 15 minutes
- Don't believe this is necessary to keep the peace and quiet
- Has heard this was adopted as retribution to property owners and for revenue enhancement

Additionally, written comments were received from:

- Shaye Holdaway
- Gage Holcomb

Mayor Nabours said that the issue tonight is whether there were three councilmembers that wanted to put it back on a future agenda. He said that the Council spent many evenings talking about this ordinance and the problem they were trying to solve. It came to the Council as part of the University/City Coalition Citizens' Committee on how to reconcile some of the issues between students and the City. One of the goals they had in the ordinance was to make landlords responsible for actions that occurred on their property. He ensured everyone that there was no motive to get fines.

He said that there was no intent to infringe on the students' rights, but they did have numerous complaints about parties that involved university students. Some of those parties get out of control and that was what they were aiming at.

Mayor Nabours said that if there was a group that would like to sit down with the Police Chief and work on issues and wording, and have the Chief bring something back, he would support that. He said that the ordinance was modeled after Tucson and Tempe, and it does not carry some of the restrictions and ramifications that Tucson's ordinance has. He said that he was not ready to reconsider the ordinance; he believes it needs more time, but he would support further dialogue on the issue.

Councilmember Brewster voiced concern that students were not involved in the prior discussions and she said that she would support those efforts of further discussion, and they may later decide they need to reconsider the ordinance.

Vice Mayor Barotz said that if the suggestion is to have a group of citizens/students meet with the Police Chief, then she supports putting it on the agenda. She did want to acknowledge the petition signatures. She was not saying that she would consider the changes, but the most effective way is to do this in a public meeting. She said that she does believe they have a problem as she has received complaints from residents all over the City about parties.

Councilmember Overton said that he stood behind the ordinance at this time. They spent a great deal of time discussing it, and he believes that based on the data it is being used as an effective tool. He prefers to not reconsider the ordinance.

Discussion was held on the concept of a Greek row, somewhere off of the campus that could be used for all of the Greek organizations to be housed so that Police could have one location to go to when needed. Mr. Holcomb said that it was his understanding that the Greek organizations have coupled with the University on this concept, but it was the City that had disagreed.

Councilmember Evans said that she specifically asked the (NAU) President's Office and

was told that all such organizations have to be on campus. She was told there was a dorm specified for this and there were only two Greek organizations that were "grandfathered" in being able to "fly their colors" (or insignia). Mr. Holcomb said that with NAU increasing their enrollment for 1,000 new freshmen each year, they are trying to move all of the Greek organizations outside of Mountain View. If they are all moved off of campus and cannot "fly their colors" it will emphasize the problems.

Councilmember Evans said that she wanted to acknowledge all of the students at the meeting this evening. They did not have students come to the Council meeting before and it is unfortunate that they have had to look at the issue they have. They end up having 10% of the population creating laws for everyone. Her understanding is that the law would apply to everyone, regardless of whether they were students.

She said that the street she lives on was a row for Greek fraternities and it was not a great place to raise a family. She asked what row in what neighborhood they would want to place that burden on. She said that she would back the Police Chief on this. She said that the Chief came back with what he could under the circumstances; they should see if it works or not and change it as needed. She said that one individual spoke about a large party in his neighborhood and talking with them. She said that she wished she had those skills. She has driven up to her house and asked people to move their car from your driveway and has been cussed out. She has received four citizen complaints for parties in La Plaza Vieja. They now have an ordinance that is punitive. She wished they had stepped up before when this activity was getting bad. She said that if they were serious, they should talk with their counterparts. It is great to have a university in town, but they need to grow up and be responsible. She was not in favor of reconsidering the ordinance at this time.

Councilmember Putzova thanked the students who came forward. She was glad that they had a constituency that is engaged in public life. She welcomes the opportunity to discuss this issue further. She clarified that the new ordinance has civil penalties versus criminal penalties that existed prior. She said that this ordinance protects young people more and allows the Police to exercise discretion. Whether they act on any changes or not, she would support the right for the students to be heard and further discuss the issue on a future agenda.

Councilmember Oravits said that he voted against this ordinance previously as he was not happy with the numbers, however, unless Councilmember Brewster changed her request to open this up and look forward, it was clear there was not support. He said that they see that a lot, but he would only support bringing it back if there were three others interested in doing so, otherwise it is fruitless. Councilmember Brewster said that she thought the needed input from the students' side and based on that she would agree to look at it again. Councilmember Oravits said that he, too, would support reconsideration.

Councilmember Evans said that if this does get reopened she believed it was important to have individuals included from the southside, La Plaza Vieja, Pine Knoll, Cherry Hill, Old Townsite, because those are the individuals that have been coming back.

Councilmember Brewster clarified that even if it is brought back, it does not mean they will make any drastic changes.

After the above discussion, staff was directed to place them item on a future agenda.

- B. Future Agenda Item Request (F.A.I.R.):** A request by Councilmember Oravits to place on a future agenda an amendment to City Council Rules of Procedure to require four members of Council to move an item forward under F.A.I.R.

Councilmember Oravits said that he had requested this because he wants to make sure the Council is operating efficiently. They have been pushing items off the agenda, such as the potential Zoning Code amendments, because their time management has created a situation where they have to have special meetings. After being here a few years he has started holding back items he would like to bring forward, just because he sees the amount of time all of the items takes.

He said that he was not proposing that a councilmember cannot bring an item forward for consideration, but he thinks they should change it back to requiring four to place an item on a future agenda. There is only so much time and so much they can get done. He wants to remain efficient and keep moving forward.

The following individuals addressed the Council in opposition to bringing the item back for consideration:

- Teri Dunn, Friends of Flagstaff's Future Board Member

Additionally, written comments in opposition were received from:

- Cooper Montgomery
- Marilyn Weissman
- Zoe Seanlon
- Jane O'Donnell
- Sallie Kladnik

Comments received included:

- Friends of Flagstaff's Future feels this would suppress the voice of the minority
- Would be unfair to whoever was the minority
- No good, justifiable reason for making the change
- Sees this as an effort to silence this minority
- As a citizen, feels like it would make it more difficult to get her voice heard

Mayor Nabours said that even if four people say they want something to move forward, it does not mean they will vote in any particular way. The goal is that if there is not preliminary support for an issue to get on the agenda, it is a waste of time and staff time.

Vice Mayor Barotz said that the opposite argument was made back when this rule was changed. She does not think that people have abused it at all. There is no fixed minority.

Councilmember Overton said that he has lived under both sets of rules. One negative with the three moving an item forward is there is a disproportionate amount of time, and a fair amount of public confusion on how an item moves forward in the process. He liked it more the other way and thinks that four is the right number.

Councilmember Evans said that she found it interesting that they talk about their role as a Council, but one of their roles is to listen to the people. The seven of them and staff cannot know what all of the issues are. When they come forward with future agenda items they come forward without any work on the part of staff. If four are required to move an item

forward, they will need information ahead of time, placing an undue burden on councilmembers and the citizens.

She said that she has been on the Council for eight years and there have been times where she was totally against an item, but once it got on the agenda and she heard the pros and cons from staff, she has changed her mind.

Councilmember Putzova said that councilmembers are not the only people that bring items to the future agenda item requests; it is also the public. The way they propose to change it will cut access to that discussion. She said that not all of their discussions result in a vote. Talking and discussing issues is important. She reminded everyone that since their summer recess the 6:00 p.m. portion of regular meetings has been cancelled twice for lack of agenda items.

Councilmember Brewster said that she believes that the minority is heard whether they require three or four. Whoever makes something important to bring about discussion has to talk about it, even to get three. She has been under both ways as well, and she believes they are supposed to be going by rule of law which is majority four. She is in favor of requiring four.

Mayor Nabours said that it appeared that there were four councilmembers in favor of moving this forward to a future agenda for discussion.

C. Future Agenda Item Request (F.A.I.R.): A request by Mayor Nabours to place on a future agenda a discussion of the City's Sidewalk Ordinance.

Mayor Nabours said that the current ordinance makes a property owner that is adjacent to a public sidewalk responsible for repair of that sidewalk, even though it is not on their property and even though the damage or needed repair was not caused by the property owner. He would like to have that reconsidered and possibly amended. He said that this had nothing to do with the separate ordinance that requires a property owner to remove snow.

Moved by Councilmember Coral Evans, **seconded by** Vice Mayor Celia Barotz to recess into Executive Session.

Vote: 7 - 0 - Unanimously

The Flagstaff City Council recessed into Executive Session at 7:01 p.m. and returned to Open Session at 7:16 p.m.

Mayor Nabours said that the way it is written right now a totally innocent property owner, who has done nothing to damage their sidewalk, is required to repair it, even though it is not their sidewalk and they have no control. To him, it does not make sense. If the property owner has damaged it then certainly they should pay for it. If their tree on their property has damaged it, then they should pay for it, but it seems unfair that the property owner would have to repair a public sidewalk at their expense if they were not responsible for the damage. He asked if they could find out how many are being repaired by the City and related costs.

Councilmember Brewster supported moving this to a future agenda.

Councilmember Putzova said that she would like to hear more reasoning.

Councilmember Evans said that she was against this agenda item. She thought it was financially irresponsible and believes it will require the City to raise taxes or limit their services.

Councilmember Overton said that he has always struggled with this one, but he would be willing to look at it. There is a huge financial piece, but he would be glad to have the discussion.

Councilmember Oravits said that he was fine with moving it forward and having the discussion.

Councilmember Evans asked that when the City looks at the different costs, that they also consider increasing the property tax to the limit permitted as a potential funding source. She also asked that they look into whether the street repair tax fund could be used for sidewalk repair.

Councilmember Oravits asked that they also look at how it correlates with the street repair program.

Staff was directed to place this item on a future agenda.

18. INFORMATIONAL ITEMS AND REPORTS FROM COUNCIL AND STAFF, FUTURE AGENDA ITEM REQUESTS

Councilmember Evans said that tonight they were informed that a dorm has been set aside for future incoming freshmen at NAU. She is interested in understanding if that is a true statement, and what they are telling the Greek organizations to do.

Councilmember Evans said, considering the fact that a Tempe councilmember has filed a lawsuit, and Bisbee has chosen to ignore the law regarding plastic bags, she would like a FAIR item to consider the City joining the lawsuit or filing an amicus brief in support. Also, she would like to request a FAIR item to hold a work session to review the plan developed by the Sustainability Commission and Task Force regarding plastic bags.

19. ADJOURNMENT

The Regular Meeting of the Flagstaff City Council held October 6, 2015, adjourned at 9:35 p.m.

MAYOR

ATTEST:

CITY CLERK

CERTIFICATION

STATE OF ARIZONA)
) ss.
Coconino County)

I, ELIZABETH A. BURKE, do hereby certify that I am the City Clerk of the City of Flagstaff, County of Coconino, State of Arizona, and that the above Minutes are a true and correct summary of the Meeting of the Council of the City of Flagstaff held on October 6, 2015. I further certify that the Meeting was duly called and held and that a quorum was present.

DATED this 20th day of October, 2015.

CITY CLERK

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Stacy Saltzburg, Deputy City Clerk
Date: 10/14/2015
Meeting Date: 10/20/2015



TITLE:

Consideration of Appointments: Parks and Recreation Commission.

RECOMMENDED ACTION:

Make one appointment to a term expiring August 2018.

Executive Summary:

The Parks and Recreation Commission consists of seven (7) citizen members. The Parks and Recreation Commission makes recommendations to the Council regarding City parks and recreational programs, the annual budget and capital improvements for the Parks and Recreation Divisions. There was a recent resignation on the commission so there is currently one seat available. It is important to fill vacancies on Boards and Commissions quickly so as to allow the Commission to continue meeting on a regular basis.

There are two applications on file for consideration by the Council, they are as follows:

Margaret "Marney" Babbitt (new applicant)
Jennifer Grogan (new applicant)

COUNCIL APPOINTMENT ASSIGNMENT: Councilmember Overton.

Financial Impact:

These are voluntary positions and there is no budgetary impact to the City of Flagstaff.

Connection to Council Goal and/or Regional Plan:

There is no Council goal that specifically addresses appointments to Boards and Commissions; however, boards and commissions do provide input and recommendations based on City Council goals that may pertain to the board or commission work plan.

Has There Been Previous Council Decision on This:

None.

Options and Alternatives:

- 1) Appoint one Commissioner: By appointing a member at this time, the commission will be at full membership and able to continue to meet and provide recommendations to the City Council.
- 2) Table the action to allow for further discussion or expand the list of candidates.

Community Benefits and Considerations:

The City's boards, commissions, and committees were created to foster public participation and input and to encourage Flagstaff citizens to take an active role in city government.

Community Involvement:

INFORM: The vacancies are posted on the City's website and individual recruitment and mention of the openings by Board members and City staff has occurred, informing others of these vacancies through word of mouth.

Attachments: [P & R Roster](#)
 [P & R Authority](#)
 [P & R Applicant Roster](#)
 [P & R Applications](#)



City of Flagstaff, AZ

PARKS AND RECREATION COMMISSION MEMBERS

<u>NAME</u>	<u>APPOINTED</u>	<u>TERM EXPIRES</u>	<u>TRAINING COMPLETED</u>
<u>Caldwell, Brett</u> Quality Associate/W.L. Gore & Associates 3225 S. Skye Way Flagstaff, AZ 86005 Cell Phone: 928-486-8297 Term: (1st 9/15-8/18)	08/25/2015	08/18	No
<u>Fitchett, Jessica, Vice Chairman</u> Asst. To the VP for Finance and Administration/Northern Arizona University 1151 W. University Heights N. Flagstaff, AZ 86001 Cell Phone: 928-607-7664 Term: (1st 8/13-8/16)	08/26/2013	08/16	11/04/2013
<u>Hammersley, Charles</u> Park & Rec Professor/NAU 219 S. Dunnam St Flagstaff, AZ 86001 Work Phone: 928-523-6655 Term: (1st 10/11 - 8/14; 2nd 8/14-8/17)	01/06/2015	08/17	10/20/2011
<u>Kaupisch, Adam</u> Sr. Software Engineer/Northern Arizona Healthcare 1330 W. Melissa Dr. Flagstaff, AZ 86005 Home Phone: 406-438-3594 Term: (1st 5/14-8/14; 2nd 8/14-8/17)	01/06/2015	08/17	10/27/2014



City of Flagstaff, AZ

<u>Stratton, Jim</u>	01/06/2015	08/17	02/19/2015
Consultant/Self Employed 4244 W. Coburn Dr. Flagstaff, AZ 86004 Cell Phone: 602-818-1827 Term: (1st 1/15-8/17)			
<u>Ziegler, Thomas, Chairman</u>	08/26/2013	08/16	11/04/2013
Adjunct Instructor/Student Teacher Supervisor/NAU 1455 W. Melissa Dr. Flagstaff, AZ 86005 Cell Phone: 928-637-8568 Term: (1st 8/13-8/16)			
<u>Z-VACANT,</u>		08/18	No

Staff Representative: Mike O'Connor

As Of: October 06, 2015

**CHAPTER 2-03
PARKS AND RECREATION COMMISSION**

SECTIONS:

- 2-03-001-0001 COMMISSION CREATED; MEMBERS:
- 2-03-001-0002 TERMS; VACANCIES; COMPENSATION:
- 2-03-001-0003 ORGANIZATION AND RULES:
- 2-03-001-0004 POWERS AND DUTIES:

2-03-001-0001 COMMISSION CREATED; MEMBERS:

There is hereby created a Parks and Recreation Commission for the City, consisting of seven (7) members appointed by the City Council. (Ord. No. 2007-11, Amended 02/06/2007; Ord. 2014-28, Amended, 11/18/2014)

2-03-001-0002 TERMS; VACANCIES; COMPENSATION:

Terms of the appointed members shall be for three (3) years.

The Council shall fill vacancies for the unexpired term of any of the members of the Commission and no member of the Commission shall receive compensation for services thereon. (Ord. 1475, 2-3-87)

2-03-001-0003 ORGANIZATION AND RULES:

Upon the taking effect of this Chapter, and when appointed, the members shall meet and organize and elect a Chairman to serve for one year with a new Chairman being elected each succeeding year. The Commission may adopt by-laws, procedures and standards for the operation of the Commission not inconsistent with the provisions of this Chapter. A quorum shall consist of four (4) voting members. The Commission shall meet not less than four (4) times each year.

(Ord. No. 2007-11, Amended 02/06/2007)

2-03-001-0004 POWERS AND DUTIES:

The duties of the Commission shall be to advise the Council, through periodic written reports to the Council, recommending policy direction on City lands, structures and facilities that are set aside or should be set aside or dedicated to recreational purposes, including but not limited to parks, swimming pools, playgrounds, playing and sports fields and golf courses. The scope of the activities of the Commission shall also include but not be limited to advising and recommending policy direction in activities involving recreational and cultural pursuits of the elderly and the young and to otherwise employ in constructive and wholesome manner and leisure time of the citizens.

The City Council may consider the advice and recommendation of the Commission and thereafter give direction through the City Manager to implement the recreational program as they see fit. (Ord. 865, 12-12-72)

The Commission shall review and make recommendation on the annual budget of the Parks Section and Recreation Section prior to the submittal thereof to the City Manager.

(Ord. 1335, 10-16-84)



City of Flagstaff, AZ

PARKS AND RECREATION COMMISSION APPLICANTS

<u>NAME</u>	<u>APPOINTED</u>	<u>TERM EXPIRES</u>	<u>TRAINING COMPLETED</u>
<u>Babbitt, Margaret "Marney"</u> NAHEC Youth Program Specialist/North Country Healthcare 303 N. Verde St. Flagstaff, AZ 86001 Home Phone: 928-699-4121			No
<u>Grogan, Jennifer</u> Owner/Peak Events 4091 N. Pipit Pl. Flagstaff, AZ 86004 Home Phone: 928-606-7600			No

Staff Representative: Mike O'Connor

As Of: October 06, 2015

Stacy Saltzburg

From: noreply@civicplus.com
Sent: Tuesday, June 09, 2015 9:25 AM
To: Elizabeth Burke; Stacy Saltzburg
Subject: Online Form Submittal: Board/Commission Application

Categories: Green Category

If you are having problems viewing this HTML email, click to view a [Text version](#).

Board/Commission Application

Important Notice:

The City Council may consider appointments to boards and commissions in executive sessions which are closed to the public, and then make the appointments in a public meeting. You have the right, however, to have your application considered in a public meeting by providing a written request to the City Clerk.

Application to Serve on a Board/Commission

Please note that this information is public information.

Date:* 06/09/2015
Board/Commission you wish to serve on:* Parks and Recreation Commission
If applicable, type of seat for which you are qualified:

Your Information

Name:* Margaret "Marney" Babbitt Home Phone:* 928-699-4121
Home Address:* 303 N. Verde St. Zip:* 86001
Mailing Address (If different from above):
Employer:* North Country HealthCare Job Title:* NAHEC Youth Program Specialist
Business Phone: 928-522-9452 Cell:
E-mail:* marney.babbitt@gmail.com
Indicate preferred telephone:* Home Cell
 Work
Please indicate age group:* 18-34 55+
 35-54
Please indicate education:* High School Post Graduate
 College
Number of years living in the Flagstaff area:* 18

Background Information

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

I believe I am an ideal candidate for the Parks and Recreation Commission. I am currently employed as the NAHEC Youth Program Specialist at North Country HealthCare where I assist with Girls on the Run. This program utilizes many of the parks in the Flagstaff community for practices, and Buffalo Park for our annual 5K. All of my past employment has been in areas related to recreation and wellness on college campuses. On a personal note, I am thrilled to be back in Flagstaff and want to do my part to sustain our resources. I plan to be an active user of the tennis courts at Thorpe Park, the Aquaplex, both Dog Parks, and Wheeler Park, to name a few.

Why do you want to serve on the board or commission you listed?

I have recently returned to Flagstaff after 12 years. While I was away I lived in five different communities and saw many ways to build successful areas for citizens recreational use. In Sewanee, Tennessee I assisted with the building of a dog park. I am looking for volunteer opportunities which allow me to use my skills and expertise to make Flagstaff an even better place to live. It would be an honor to serve on a city commission and provide recommendations to the City Council.

By submitting this electronic form, I acknowledge that any information provided above is public information, and I certify that I meet the City Charter requirement of living within the Flagstaff City limits and have read and understand the right to have my application considered in a public meeting.

* indicates required fields.

View any uploaded files by signing in and then proceeding to the link below:
<http://az-flagstaff3.civicplus.com/Admin/FormHistory.aspx?SID=16571>

The following form was submitted via your website: Board/Commission Application

Date:: 06/09/2015

Board/Commission you wish to serve on:: Parks and Recreation Commission

If applicable, type of seat for which you are qualified::

Name:: Margaret "Marney" Babbitt

Home Phone:: 928-699-4121

Home Address:: 303 N. Verde St.

Zip:: 86001

Mailing Address (If different from above)::

Employer:: North Country HealthCare

Job Title:: NAHEC Youth Program Specialist

Business Phone:: 928-522-9452

Cell::

E-mail:: marney.babbitt@gmail.com

Indicate preferred telephone:: Home

Please indicate age group:: 18-34

Please indicate education:: Post Graduate

Number of years living in the Flagstaff area:: 18

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.: I believe I am an ideal candidate for the Parks and Recreation Commission. I am currently employed as the NAHEC Youth Program Specialist at North Country HealthCare where I assist with Girls on the Run. This program utilizes many of the parks in the Flagstaff community for practices, and Buffalo Park for our annual 5K. All of my past employment has been in areas related to recreation and wellness on college campuses. On a personal note, I am thrilled to be back in Flagstaff and want to do my part to sustain our resources. I plan to be an active user of the tennis courts at Thorpe Park, the Aquaplex, both Dog Parks, and Wheeler Park, to name a few.

Why do you want to serve on the board or commission you listed?: I have recently returned to Flagstaff after 12 years. While I was away I lived in five different communities and saw many ways to build successful areas for citizens recreational use. In Sewanee, Tennessee I assisted with the building of a dog park. I am looking for volunteer opportunities which allow me to use my skills and expertise to make Flagstaff an even better place to live. It would be an honor to serve on a city commission and provide recommendations to the City Council.

Additional Information:

Form submitted on: 6/9/2015 9:25:21 AM

Submitted from IP Address: 68.177.0.66

Referrer Page: No Referrer - Direct Link

Form Address: <http://az-flagstaff3.civicplus.com/Forms.aspx?FID=166>

Stacy Saltzburg

From: noreply@civicplus.com
Sent: Wednesday, May 20, 2015 8:05 AM
To: Elizabeth Burke; Stacy Saltzburg
Subject: Online Form Submittal: Board/Commission Application

Categories: Green Category

If you are having problems viewing this HTML email, click to view a [Text version](#).

Board/Commission Application

Important Notice:

The City Council may consider appointments to boards and commissions in executive sessions which are closed to the public, and then make the appointments in a public meeting. You have the right, however, to have your application considered in a public meeting by providing a written request to the City Clerk.

Application to Serve on a Board/Commission

Please note that this information is public information.

Date:* 5/20/15
Board/Commission you wish to serve on:* Parks And Recreation
If applicable, type of seat for which you are qualified:

Your Information

Name:* Jennifer Grogan Home Phone:* 928-606-7600
Home Address:* 4091 N. Pipit Pl Zip:* 86004
Mailing Address (If different from above):
Employer:* Peak Events Job Title:* Owner
Business Phone: Cell:
E-mail:* jennifer@peakeventsaz.com
Indicate preferred telephone:*
(X) Home () Cell
() Work
Please indicate age group:*
(X) 18-34 () 55+
() 35-54
Please indicate education:*
() High School () Post Graduate
(X) College
Number of years living in the Flagstaff area:* 30

Background Information

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

I have grown up here in Flagstaff and have seen the many changes. I grew up playing softball on our fields, attending events, walking the parks and trails. I continue to do most of that but I also see the balance we have to have with natural growth. Along with enjoying our parks I also own a business that puts on events in our town. I feel my experience growing up here, and also my experience as a business owner would be a nice addition to this committee. Why do you want to serve on the board or commission you listed?

I want to be involved in the future of Flagstaff, and I want to serve my city by being a part of a significant commission.

By submitting this electronic form, I acknowledge that any information provided above is public information, and I certify that I meet the City Charter requirement of living within the Flagstaff City limits and have read and understand the right to have my application considered in a public meeting.

* indicates required fields.

View any uploaded files by [signing in](#) and then proceeding to the link below:
<http://az-flagstaff3.civicplus.com/Admin/FormHistory.aspx?SID=16164>

The following form was submitted via your website: Board/Commission Application

Date:: 5/20/15

Board/Commission you wish to serve on:: Parks And Recreation

If applicable, type of seat for which you are qualified::

Name:: Jennifer Grogan

Home Phone:: 928-606-7600

Home Address:: 4091 N. Pipit Pl

Zip:: 86004

Mailing Address (If different from above)::

Employer:: Peak Events

Job Title:: Owner

Business Phone::

Cell::

E-mail:: jennifer@peakeventsaz.com

Indicate preferred telephone:: Home

Please indicate age group:: 18-34

Please indicate education:: College

Number of years living in the Flagstaff area:: 30

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.: I have grown up here in Flagstaff and have seen the many changes. I grew up playing softball on our fields, attending events, walking the parks and trails. I continue to do most of that but I also see the balance we have to have with natural growth. Along with enjoying our parks I also own a business that puts on events in our town. I feel my experience growing up here, and also my experience as a business owner would be a nice addition to this committee.

Why do you want to serve on the board or commission you listed?: I want to be involved in the future of Flagstaff, and I want to serve my city by being a part of a significant commission.

Additional Information:

Form submitted on: 5/20/2015 8:05:28 AM

Submitted from IP Address: 184.98.234.17

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Stacy Saltzburg, Deputy City Clerk
Date: 10/14/2015
Meeting Date: 10/20/2015



TITLE:

Consideration of Appointments: Sustainability Commission.

RECOMMENDED ACTION:

Make one appointment to a term expiring October 2016.
Make two appointments to a term expiring October 2018.

Executive Summary:

The Sustainability Commission consists of seven citizens, and is responsible for recommending and coordinating activities in concert with the City of Flagstaff Sustainability Program. To accomplish this objective, the Commission will address the social, economic, and environmental considerations of meeting the needs of current and future citizens. Among the Commission's directives are the promotion of sustainable practices in all spheres of life and educating Flagstaff citizens.

There are currently three seats available; two commissioners have reached the end of their terms (one is eligible for reappointment) and one of the recently appointed commissioners had to resign due to unexpectedly moving out of the city limits. It is important to fill vacancies on Boards and Commissions quickly so as to allow the Commission to continue meeting on a regular basis.

There are three applications on file for consideration by the Council, they are as follows:

Amelia Blake (new applicant)
Elisha Dorfsmith (current commissioner)
Dara Marks-Marino (new applicant)

COUNCIL APPOINTMENT ASSIGNMENT (Each Councilmember will make one appointment): Councilmember Putzova, Councilmember Overton, and Councilmember Evans

Financial Impact:

These are voluntary positions and there is no budgetary impact to the City of Flagstaff.

Connection to Council Goal and/or Regional Plan:

There is no Council goal that specifically addresses appointments to Boards and Commissions; however, boards and commissions do provide input and recommendations based on City Council goals that may pertain to the board or commission work plan.

Has There Been Previous Council Decision on This:

None

Options and Alternatives:

- 1) Appoint three Commissioners: By appointing members at this time, the commission will be at full membership and able to continue to meet and provide recommendations to the City Council.
- 2) Table the action to allow for further discussion or expand the list of candidates.

Community Benefits and Considerations:

The City's boards, commissions, and committees were created to foster public participation and input and to encourage Flagstaff citizens to take an active role in city government.

Community Involvement:

INFORM: The vacancies are posted on the City's website and individual recruitment and mention of the openings by Board members and City staff has occurred, informing others of these vacancies through word of mouth.

Attachments: [Sustainability Roster](#)
 [Sustainability Authority](#)
 [Sustainability Applicant Roster](#)
 [Sustainability Applications](#)



City of Flagstaff, AZ

SUSTAINABILITY COMMISSION MEMBERS

<u>NAME</u>	<u>APPOINTED</u>	<u>TERM EXPIRES</u>	<u>TRAINING COMPLETED</u>
<u>Chamberlain, Eli</u> Owner/Manager/CozyHome 2741 W. Lynette Dr Flagstaff, AZ 86001 Cell Phone: 928-853-0423 Term: (1st 8/15-10/16)	08/25/2015	10/16	No
<u>Dorfsmith, Elisha</u> Owner of dorfsmith.com/Self Employed 4858 E. Merriam Dr. Flagstaff, AZ 86004 Cell Phone: 928-864-6310 Term: (1st 1/13-10/15)	01/15/2013	10/15	03/12/2013
<u>Kistler, John</u> Sr. Laboratory Manager (Dept. of Physics)/Northern Arizona University 220 W. Cherry Ave #103 Flagstaff, AZ 86001 Home Phone: 303-803-8960 Term: (1st 8/15-10/17)	08/25/2015	10/17	No
<u>Ordean, Kevin</u> NAU 813 W. Clay Ave, B Flagstaff, AZ 86001 Cell Phone: 928-600-0654 Term: (1st 12/13-10/16)	12/03/2013	10/16	No



City of Flagstaff, AZ

<u>Vaughan, Ellen</u>	01/06/2015	10/17	02/19/2015
Manager, Office of Sustainability/Northern Arizona University 1988 N. Southern Hills Dr. Flagstaff, AZ 86004 Cell Phone: 315-472-7959 Term: (1st 1/15-10/17)			
<u>Welch, Jack</u>	12/18/2012	10/15	04/24/2008
Retired 2600 East 7th #18 Flagstaff, AZ 86004 Home Phone: (928) 714-0504 Term: (1st 4/09-10/09; 2nd 10/09-10/12; 3rd 10/12-10/15)			
<u>Z-VACANT,</u>		10/16	No

Staff Representative: Tamara Lawless

As Of: October 06, 2015

**CHAPTER 2-17
SUSTAINABILITY COMMISSION**

SECTIONS

2-17-001-0001 COMMISSION ESTABLISHED; ORGANIZATIONAL STRUCTURE

2-17-001-0002 PURPOSE; POWERS AND DUTIES

2-17-001-0001 COMMISSION ESTABLISHED; ORGANIZATIONAL STRUCTURE

A. Establishment of the Commission.

1. There is hereby created the Sustainability Commission (the "Commission"), which shall replace the Clean and Green Committee.
2. The membership of the Commission shall consist of seven (7) members. Members of the Commission shall be appointed by the City Council and shall represent the diverse interests and views of the community. The Commission shall be a working Commission, in which each member takes an active role in accomplishing the goals and objectives of the Commission. Members shall serve a term of three (3) years with no member appointed for more than two (2) full consecutive terms.
3. The Commission shall be responsible for electing a Chair and a Vice-Chair. The Chair shall act as public spokesperson for the Commission at public functions, shall serve as an ex officio member of all standing committees, shall appoint the Chair of all standing committees upon the advice and consent of the Commission, and shall perform other duties as required. The Vice-Chair shall act in the absence of the Chair. (Ord. 2014-28, Amended, 11/18/2014)

2-17-001-0002 PURPOSE; POWERS AND DUTIES

The purpose of this Commission shall be to continue the work initiated by the Clean and Green Committee and to further work with the City Council and the City Staff by recommending and coordinating activities as part of the Flagstaff Sustainability Program, the U.S. Mayors Climate Protection Agreement, and any future sustainability initiatives pursued by the City.

Subject to state law and the procedures prescribed herein, the Sustainability Commission shall have and may exercise the following powers, duties, and responsibilities:

- A. The Commission shall work with City staff toward the development and implementation of the Flagstaff Sustainability Program. The issues addressed by this program may include, but not be limited to, the following:
1. Climate and air quality
 2. Transportation
 3. Energy
 4. Solid waste and toxic substances

5. Water, wastewater, and stormwater
6. Sustainable building and purchasing practices
7. Sustainable economic development

B. The Commission shall work with the City staff toward the development and implementation of the U.S. Mayors Climate Protection Agreement and any future sustainability initiatives passed by the City Council.

C. The Commission shall work with the City Council in the development of initiatives linking the concepts of sustainability with economic development and affordability for the benefit of all community members.

D. The Commission shall promote the benefits of sustainable practices in all spheres of life and shall educate the public concerning such practices.

E. The Commission shall promote compliance with City ordinances concerning sustainability and environmental management.

F. The Commission shall encourage sustainable practices by individuals, groups, organizations, industrial and commercial enterprises, educational institutions, and government agencies.

(Ord. 2007-27, Amended 04/17/2007)



City of Flagstaff, AZ

SUSTAINABILITY COMMISSION APPLICANTS

<u>NAME</u>	<u>APPOINTED</u>	<u>TERM EXPIRES</u>	<u>TRAINING COMPLETED</u>
<u>Blake, Amelia</u> Food Packer/Canyon REO 3001 N. Main St Flagstaff, AZ 86004 Home Phone: 928-310-8742			No
<u>Dorfsmith, Elisha</u> Owner of Dorfsmith Books/Self Employed 4858 E. Merriam Dr. Flagstaff, AZ 86004 Cell Phone: 928-864-6310 Term: (1st 1/13-10/15)	01/15/2013	10/15	03/12/2013
<u>Marks-Marino, Dara</u> Cycling Coach; Master's Student in Climate Science/Self Employed 3328 N. Manor Rd Flagstaff, AZ 86004 Cell Phone: 928-853-6774			No

Staff Representative: Tamara Lawless

As Of: October 06, 2015

Stacy Saltzburg

From: noreply@civicplus.com
Sent: Tuesday, September 22, 2015 7:19 PM
To: Elizabeth Burke; Stacy Saltzburg
Subject: Online Form Submittal: Board/Commission Application

Categories: Green Category

If you are having problems viewing this HTML email, click to view a [Text version](#).

Board/Commission Application

Important Notice:

The City Council may consider appointments to boards and commissions in executive sessions which are closed to the public, and then make the appointments in a public meeting. You have the right, however, to have your application considered in a public meeting by providing a written request to the City Clerk.

Application to Serve on a Board/Commission

Please note that this information is public information.

Date:* 09/22/2015
Board/Commission you wish to serve on:* Sustainability Commission
If applicable, type of seat for which you are qualified:

Your Information

Name:*	Amelia Blake	Home Phone:*	928-310-8742
Home Address:*	3001 N Main St	Zip:*	86004
Mailing Address (If different from above):			
Employer:*	Canyon REO	Job Title:*	Food Packer
Business Phone:		Cell:	
E-mail:*	apb55@nau.edu		
Indicate preferred telephone:*	<input checked="" type="checkbox"/> Home	<input type="checkbox"/> Cell	
	<input type="checkbox"/> Work		
Please indicate age group:*	<input checked="" type="checkbox"/> 18-34	<input type="checkbox"/> 55+	
	<input type="checkbox"/> 35-54		
Please indicate education:*	<input type="checkbox"/> High School	<input type="checkbox"/> Post Graduate	
	<input checked="" type="checkbox"/> College		
Number of years living in the Flagstaff area:*	20		

Background Information

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

I have recently graduated with a BS in Plant Sciences and am interested in using my knowledge to help members of my community create sustainable landscaping and gardens. I have worked with the UofA arboretum to improve tree and plant health and encourage the selection of more well adapted and sustainable plants. I have worked at the NAU Research Greenhouse Complex with graduate students to help better understand how plants function. While there I also volunteered extensively with the nonprofit Trees for the Rim program to help restore native plants to the Mt. Lemon area after an extensive burn. More recently I have been part of the Arizona Conservation Corps, in which I have volunteered around a year of my time working in flagstaff and around the four corners area to improve trails, manage invasive plants and thin densely forested areas.

Why do you want to serve on the board or commission you listed?

I feel that life is short and you should make the most meaningful impact you can while you are here. In my opinion improving my community is the most important and direct impact I can have.

By submitting this electronic form, I acknowledge that any information provided above is public information, and I certify that I meet the City Charter requirement of living within the Flagstaff City limits and have read and understand the right to have my application considered in a public meeting.

Please note that all board and commission meetings are streamed live for public viewing.

* indicates required fields.

View any uploaded files by [signing in](#) and then proceeding to the link below:

<http://az-flagstaff3.civicplus.com/Admin/FormHistory.aspx?SID=18882>

The following form was submitted via your website: Board/Commission Application

Date:: 09/22/2015

Board/Commission you wish to serve on:: Sustainability Commission

If applicable, type of seat for which you are qualified::

Name:: Amelia Blake

Home Phone:: 928-310-8742

Home Address:: 3001 N Main St

Zip:: 86004

Mailing Address (If different from above)::

Employer:: Canyon REO

Job Title:: Food Packer

Business Phone::

Cell::

E-mail:: apb55@nau.edu

Indicate preferred telephone:: Home

Please indicate age group:: 18-34

Please indicate education:: College

Number of years living in the Flagstaff area:: 20

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.: I have recently graduated with a BS in Plant Sciences and am interested in using my knowledge to help members of my community create sustainable landscaping and gardens. I have worked with the UofA arboretum to improve tree and plant health and encourage the selection of more well adapted and sustainable plants. I have worked at the NAU Research Greenhouse Complex with graduate students to help better understand how plants function. While there I also volunteered extensively with the nonprofit Trees for the Rim program to help restore native plants to the Mt. Lemon area after an extensive burn. More recently I have been part of the Arizona Conservation Corps, in which I have volunteered around a year of my time working in flagstaff and around the four corners area to improve trails, manage invasive plants and thin densely forested areas.

Why do you want to serve on the board or commission you listed?: I feel that life is short and you should make

the most meaningful impact you can while you are hear. In my opinion improving my community is the most important and direct impact I can have.

Additional Information:

Form submitted on: 9/22/2015 7:18:43 PM

Submitted from IP Address: 24.206.225.239

Referrer Page: <http://flagstaff.az.gov/?nid=972>

Form Address: <http://az-flagstaff3.civicplus.com/Forms.aspx?FID=166>

Stacy Saltzburg

From: noreply@civicplus.com
Sent: Thursday, September 24, 2015 2:29 PM
To: Elizabeth Burke; Stacy Saltzburg
Subject: Online Form Submittal: Board/Commission Application

Categories: Green Category

If you are having problems viewing this HTML email, click to view a [Text version](#).

Board/Commission Application

Important Notice:

The City Council may consider appointments to boards and commissions in executive sessions which are closed to the public, and then make the appointments in a public meeting. You have the right, however, to have your application considered in a public meeting by providing a written request to the City Clerk.

Application to Serve on a Board/Commission

Please note that this information is public information.

Date:* 9/24/2015
Board/Commission you wish to serve on:* Sustainability Commission
If applicable, type of seat for which you are qualified:

Your Information

Name:* Elisha Dorfsmith Home Phone:* 9288646310
Home Address:* 4858 E. Merriam Dr. Zip:* 86004
Mailing Address (If different from above):
Employer:* Self Employed Job Title:* Owner of Dorfsmith Books
Business Phone: 9288646310 Cell: 9288646310
E-mail:* ElishaDorfsmith@gmail.com
Indicate preferred telephone:*
() Home (X) Cell
() Work
Please indicate age group:*
() 18-34 () 55+
(X) 35-54
Please indicate education:*
(X) High School () Post Graduate
() College
Number of years living in the Flagstaff area:* 10 years.

Background Information

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

I currently serve as the Vice Chair of the Flagstaff Sustainability Commission. I have chaired several Commission meetings over the past three years and am very familiar with Roberts Rules. As a leading community advocate for self sustainability and urban farming in the Flagstaff area, I have worked hard to encourage sustainable activities including rainwater harvesting, composting and raising chickens. I believe that much can be done to promote and foster more sustainability in Flagstaff and am a strong advocate for public education and awareness campaigns. I have enjoyed sitting on the Earth Day Committee and helping set up Dark Skies events and sustainability workshops. I have seen the Flagstaff Sustainability Commission accomplish a lot during my three years of service and I would like to continue working with the Commission so I can help further their goals.

Why do you want to serve on the board or commission you listed?

I originally applied for the Flagstaff Sustainability Commission three years ago to focus on self sustainability and urban farming. Since then I have had the opportunity to work on a much broader list of issues including the Regional Plan, Energy Code and plastic bags. Finding creative solutions and helping the group come to a consensus as often as possible has been my goal. Looking back over the past three years you will find that the majority of the Commission votes have been unanimous. I look forward to the challenges and rewards that serving another term on the Sustainability Commission will bring.

By submitting this electronic form, I acknowledge that any information provided above is public information, and I certify that I meet the City Charter requirement of living within the Flagstaff City limits and have read and understand the right to have my application considered in a public meeting.

Please note that all board and commission meetings are streamed live for public viewing.

* indicates required fields.

View any uploaded files by signing in and then proceeding to the link below:
<http://az-flagstaff3.civicplus.com/Admin/FormHistory.aspx?SID=18911>

The following form was submitted via your website: Board/Commission Application

Date:: 9/24/2015

Board/Commission you wish to serve on:: Sustainability Commission

If applicable, type of seat for which you are qualified::

Name:: Elisha Dorfsmith

Home Phone:: 9288646310

Home Address:: 4858 E. Merriam Dr.

Zip:: 86004

Mailing Address (If different from above)::

Employer:: Self Employed

Job Title:: Owner of Dorfsmith Books

Business Phone:: 9288646310

Cell:: 9288646310

E-mail:: ElishaDorfsmith@gmail.com

Indicate preferred telephone:: Cell

Please indicate age group:: 35-54

Please indicate education:: High School

Number of years living in the Flagstaff area:: 10 years.

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.: I currently serve as the Vice Chair of the Flagstaff Sustainability Commission. I have chaired several Commission meetings over the past three years and am very familiar with Roberts Rules.

As a leading community advocate for self sustainability and urban farming in the Flagstaff area, I have worked hard to encourage sustainable activities including rainwater harvesting, composting and raising chickens.

I believe that much can be done to promote and foster more sustainability in Flagstaff and am a strong advocate

for public education and awareness campaigns. I have enjoyed sitting on the Earth Day Committee and helping set up Dark Skies events and sustainability workshops.

I have seen the Flagstaff Sustainability Commission accomplish a lot during my three years of service and I would like to continue working with the Commission so I can help further their goals.

Why do you want to serve on the board or commission you listed?: I originally applied for the Flagstaff Sustainability Commission three years ago to focus on self sustainability and urban farming. Since then I have had the opportunity to work on a much broader list of issues including the Regional Plan, Energy Code and plastic bags.

Finding creative solutions and helping the group come to a consensus as often as possible has been my goal. Looking back over the past three years you will find that the majority of the Commission votes have been unanimous.

I look forward to the challenges and rewards that serving another term on the Sustainability Commission will bring.

Additional Information:

Form submitted on: 9/24/2015 2:28:43 PM

Submitted from IP Address: 174.17.56.255

Referrer Page: No Referrer - Direct Link

Form Address: <http://az-flagstaff3.civicplus.com/Forms.aspx?FID=166>

Stacy Saltzburg

From: noreply@civicplus.com
Sent: Monday, July 20, 2015 7:01 AM
To: Elizabeth Burke; Stacy Saltzburg
Subject: Online Form Submittal: Board/Commission Application

Categories: Green Category

If you are having problems viewing this HTML email, click to view a [Text version](#).

Board/Commission Application

Important Notice:

The City Council may consider appointments to boards and commissions in executive sessions which are closed to the public, and then make the appointments in a public meeting. You have the right, however, to have your application considered in a public meeting by providing a written request to the City Clerk.

Application to Serve on a Board/Commission

Please note that this information is public information.

Date:* 07/20/2015
Board/Commission you wish to serve on:* Sustainability Commission
If applicable, type of seat for which you are qualified:

Your Information

Name:*	Dara Marks Marino	Home Phone:*	928-853-6774
Home Address:*	3328 N Manor Rd	Zip:*	86004
Mailing Address (If different from above):	3328 N Manor Rd		
Employer:*	self employed; graduate student	Job Title:*	Cycling Coach; Master's Student in Climate Science and Solutions
Business Phone:	9288536774	Cell:	
E-mail:*	daramarksmarino@gmail.com		
Indicate preferred telephone:*	<input type="checkbox"/> Home <input type="checkbox"/> Work		<input checked="" type="checkbox"/> Cell
Please indicate age group:*	<input type="checkbox"/> 18-34 <input checked="" type="checkbox"/> 35-54		<input type="checkbox"/> 55+
Please indicate education:*	<input type="checkbox"/> High School <input type="checkbox"/> College		<input checked="" type="checkbox"/> Post Graduate
Number of years living in the Flagstaff area:*	15		

Background Information

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

I moved here 15 years ago as a professional mountain biker, and I have been deeply involved in the cycling community of Flagstaff ever since, helping to promote greater enjoyment of, and involvement in cycling in all its forms. I have also been involved in efforts to increase voter turnout, both from partisan and non-partisan sides. I am currently a Master's student in the NAU program, Climate Science and Solutions. I am working to help businesses and communities lower their carbon footprints, and improve their overall environmental sustainability. I regularly attend NAU's various sustainability group meetings, contributing my time and ideas whenever possible. When I graduate from the CSS program, I plan to continue helping local businesses and communities improve their sustainability, and I am open to many different avenues to do so. I will pursue opportunities with local businesses, Coconino Community College, NAU, the City, and the County, as well as any other local opportunities that come up.

Why do you want to serve on the board or commission you listed?

I want to continue to learn more about the ins and outs of creating greater environmental sustainability on the governmental level, so that I will be more effective when I graduate and am working in this field. I have many ideas of ways to implement programs as well as initiate new ones. I am a very motivated and passionate person, and that comes through clearly in my sustainability work. I work well in groups, remaining open to others' ideas and respectful

of differing opinions. I care deeply about the Flagstaff community, having lived here for 15 years. My daughter, husband, and I often look around at the life we have built here and comment on how fortunate we are to live in such a beautiful place, so full of people who are passionate about caring for our earth, our country, our town, and each other. I want to keep finding ways to contribute to both our local and global environment, and being on the Sustainability Commission seems like a great way to do so!

By submitting this electronic form, I acknowledge that any information provided above is public information, and I certify that I meet the City Charter requirement of living within the Flagstaff City limits and have read and understand the right to have my application considered in a public meeting.

Please note that all board and commission meetings are streamed live for public viewing.

* indicates required fields.

View any uploaded files by signing in and then proceeding to the link below:

<http://az-flagstaff3.civicplus.com/Admin/FormHistory.aspx?SID=17505>

The following form was submitted via your website: Board/Commission Application

Date:: 07/20/2015

Board/Commission you wish to serve on:: Sustainability Commission

If applicable, type of seat for which you are qualified::

Name:: Dara Marks Marino

Home Phone:: 928-853-6774

Home Address:: 3328 N Manor Rd

Zip:: 86004

Mailing Address (If different from above):: 3328 N Manor Rd

Employer:: self employed; graduate student

Job Title:: Cycling Coach; Master's Student in Climate Science and Solutions

Business Phone:: 9288536774

Cell::

E-mail:: daramarksmarino@gmail.com

Indicate preferred telephone:: Cell

Please indicate age group:: 35-54

Please indicate education:: Post Graduate

Number of years living in the Flagstaff area:: 15

Please explain how your community activities and other relevant experience/interests are applicable to this

board or commission.: I moved here 15 years ago as a professional mountain biker, and I have been deeply involved in the cycling community of Flagstaff ever since, helping to promote greater enjoyment of, and involvement in cycling in all its forms. I have also been involved in efforts to increase voter turnout, both from partisan and non-partisan sides.

I am currently a Master's student in the NAU program, Climate Science and Solutions. I am working to help businesses and communities lower their carbon footprints, and improve their overall environmental sustainability. I regularly attend NAU's various sustainability group meetings, contributing my time and ideas whenever possible.

When I graduate from the CSS program, I plan to continue helping local businesses and communities improve their sustainability, and I am open to many different avenues to do so. I will pursue opportunities with local businesses, Coconino Community College, NAU, the City, and the County, as well as any other local opportunities that come up.

Why do you want to serve on the board or commission you listed?: I want to continue to learn more about the ins and outs of creating greater environmental sustainability on the governmental level, so that I will be more effective when I graduate and am working in this field. I have many ideas of ways to implement programs as well as initiate new ones. I am a very motivated and passionate person, and that comes through clearly in my sustainability work. I work well in groups, remaining open to others' ideas and respectful of differing opinions.

I care deeply about the Flagstaff community, having lived here for 15 years. My daughter, husband, and I often look around at the life we have built here and comment on how fortunate we are to live in such a beautiful place, so full of people who are passionate about caring for our earth, our country, our town, and each other. I want to keep finding ways to contribute to both our local and global environment, and being on the Sustainability Commission seems like a great way to do so!

Additional Information:

Form submitted on: 7/20/2015 7:00:33 AM

Submitted from IP Address: 74.205.203.212

Referrer Page: No Referrer - Direct Link

Form Address: <http://az-flagstaff3.civicplus.com/Forms.aspx?FID=166>

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Stacy Saltzburg, Deputy City Clerk
Date: 10/14/2015
Meeting Date: 10/20/2015



TITLE:

Consideration of Appointments: Heritage Preservation Commission.

RECOMMENDED ACTION:

Make one At Large appointment to a term expiring December 2017.

Executive Summary:

The Heritage Preservation Commission advises the City Council on all matters relating to historic preservation, and reviews development projects in designated historic districts. It consists of seven citizen members; two citizens are professionals in the areas of architecture, history, architectural history, planning or archeology; two citizens shall be owners of locally designated historic properties or properties listed on the National Register of Historic Places; and three citizens shall be at-large from the general community. There is currently one at large seat available. It is important to fill vacancies on Boards and Commissions quickly so as to allow the Commission to continue meeting on a regular basis.

There are four applications on file for consideration by the Council, they are as follows:

Kurt Brydenthal (new applicant)
Jerry McLaughlin (new applicant)
James Speed (new applicant)
Charlie Webber (new applicant)

COUNCIL APPOINTMENT ASSIGNMENT: Vice Mayor Barotz

Financial Impact:

These are voluntary positions and there is no budgetary impact to the City of Flagstaff.

Connection to Council Goal and/or Regional Plan:

There is no Council goal that specifically addresses appointments to Boards and Commissions; however, boards and commissions do provide input and recommendations based on City Council goals that may pertain to the board or commission work plan.

Has There Been Previous Council Decision on This:

None



City of Flagstaff, AZ

HERITAGE PRESERVATION COMMISSION MEMBERS

<u>NAME</u>	<u>APPOINTED</u>	<u>TERM EXPIRES</u>	<u>TRAINING COMPLETED</u>
<u>Corbin, Lynne</u> AT LARGE Project Director/NAU 215 N. Park Flagstaff, AZ 86001 Home Phone: 928-774-8471 Term: (1st 3/15-12/16)	03/03/2015	12/16	03/12/2013
<u>Day, Jonathan, Vice Chairman</u> HISTORIC PROPERTY OWNER Self Employed 209 E. Cottage Ave. Flagstaff, AZ 86001 Home Phone: 928-853-3503 Term: (1st 8/12 - 12/13; 2nd 12/13-12/16)	07/15/2014	12/16	No
<u>Dunn, Laurel</u> HISTORIC PROPERTY OWNER Owner/England House Bed & Breakfast 614 W. Santa Fe Ave. Flagstaff, AZ 86001 Home Phone: 928-214-7350 Term: (1st 08/10-12/12; 2nd 12/12 - 12/15)	08/27/2012	12/15	10/20/2011
<u>Edwards, Josh</u> PROFESSIONAL Archaeologist/Cornerstone Environmental 3631 N. Schevene Blvd. Flagstaff, AZ 86004 Cell Phone: 928-380-0373 Term: (1st 1/15-12/17)	01/06/2015	12/17	02/19/2015



City of Flagstaff, AZ

<u>Scandura, Philip</u>	12/18/2012	12/15	03/18/2010
AT LARGE Staff Engineer - Aerospace/Honeywell 4853 S. Bright Angel Trail Flagstaff, AZ 86001 Home Phone: 928-214-8194 Term: (1st 8/10 - 12/12; 2nd 12/12-12/15)			
<u>Zimmerman, David, Chairman</u>	08/27/2012	12/15	11/04/2013
PROFESSIONAL Planner/Historic Preservation Specialist/ADOT 3001 N. Schevene Blvd. Flagstaff, AZ 86004 Home Phone: 928-380-3057 Term: (1st 12/12 - 12/15)			
<u>Z-VACANT,</u>		12/17	No
AT-LARGE			

Staff Representative: Karl Eberhard

As Of: October 06, 2015

**CHAPTER 2-19
HERITAGE PRESERVATION COMMISSION**

SECTIONS:

- 2-19-001-0001 ESTABLISHMENT OF THE COMMISSION
- 2-19-001-0002 MEMBERSHIP
- 2-19-001-0003 TERMS AND OFFICERS
- 2-19-001-0004 MEETINGS
- 2-19-001-0005 POWERS AND DUTIES

2-19-001-0001 ESTABLISHMENT OF THE COMMISSION

There is hereby created a commission to be known as the Heritage Preservation Commission.

(Ord. 2010-35, Amended, 11/16/2010)

2-19-001-0002 MEMBERSHIP

A. The membership of the commission shall consist of seven (7) voting members. Additional members may be appointed in the future, if and when additional Historic Design Review Districts beyond the first district are created, to represent those additional districts and help develop and adopt design guidelines for those districts.

1. At least two (2) members must be professionals in the areas of architecture, history, architectural history, planning, or archaeology.
2. At least two (2) members shall be owners of locally designated historic properties or properties listed on the National Register of Historic Places.
3. At least three (3) members shall be from the general community.
4. Any member may satisfy more than one (1) of the above qualifications and any "professional" category may be filled by a person who is retired from that profession.

B. Appointed members shall have a demonstrated interest in the history of the community and be committed to represent not only their specific areas of expertise, but also the community at large. (Ord. No. 2005-08, Amended 04/05/2005; Ord. No. 2007-07, Amended 02/06/2007; Ord. 2010-35, Amended, 11/16/2010; Ord. 2014-28, Amended, 11/18/2014)

2-19-001-0003 TERMS AND OFFICERS

A. Terms of appointment shall be three years, or until a successor is appointed.

B. A chairperson and vice-chairperson shall be elected from and by the voting membership of the Commission to serve one-year terms. A chairperson may serve no more than two consecutive terms as chairperson (exclusive of a term as vice-chairperson). Upon the conclusion of a second, consecutive term as chairperson, such commission member shall be ineligible to serve as either Chairperson or Vice-Chairperson until a calendar year has expired.

(Ord. 2010-35, 11/16/2010)

2-19-001-0004 MEETINGS

The Commission shall at a minimum hold at least one regular meeting quarterly, but shall normally hold monthly meetings.

A quorum shall be one more than half of the full membership of the Commission.

(Ord. No. 2005-08, Amended 04/05/2005; Ord. 2010-35, Amended, 11/16/2010)

2-19-001-0005 POWERS AND DUTIES

- A. The Commission may recommend to the City Council that properties be designated landmarks or historic design review districts, subject to the procedures and requirements of the adopted land use regulations and/or development code of the City of Flagstaff. See Title 10, Chapter 30 of the City Code for Purpose, Applicability, Procedures and Requirements.
- B. The Commission shall increase public awareness of the value of historic, cultural, and architectural preservation by developing and participating in public education programs.
- C. The Commission shall advise and assist owners of landmarks or historic structures on physical and financial aspects of preservation, renovation, rehabilitation, and reuse.
- D. The Commission shall make recommendations to the City Council concerning the utilization of federal, state, local or private funds to promote the preservation of landmarks and historic districts within the City.
- E. The Commission may recommend acquisition of landmark structures by the City where:
1. preservation is essential to the purposes of the Land Development Code;
 2. private preservation is not feasible, and where either imminent demolition is pending or, for a period in excess of one year, required maintenance of said structures according to City Building Codes has not been accomplished due to deficiencies of ownership affecting maintenance; and
 3. where preservation of said structures is related to some other existing plan or report.
- F. The Commission shall review and make decisions on any development application for a Certificate of Appropriateness and require the same plans to be submitted to the Development Review Board, plus applicable elevation drawings.
- G. The Commission shall develop and adopt design guidelines for historic and non-historic structures within designated design review districts, or individual historic structures or landmarks, to assist property owners and developers in preservation, renovation, rehabilitation, and reuse of historic structures and others within designated districts. If there is more than one designated district, the Commission shall develop appropriate design guidelines for each district. The design guidelines, and major amendments thereto, shall be subject to a public hearing before the Commission, including notification of the property owners within the district to which they would apply, per procedures outlined in Section 10-30.30 of the City Code.

H. The Commission shall carry out other such duties as determined by the City Council; and present other recommendations the City Council deems pertinent.

(Ord. No. 1857, Enacted, 02/07/95; Ord. No. 1997, Amended, 06/15/1999; Ord. 2010-35, Amended, 11/16/2010)



City of Flagstaff, AZ

HERITAGE PRESERVATION COMMISSION APPLICANTS

<u>NAME</u>	<u>APPOINTED</u>	<u>TERM EXPIRES</u>	<u>TRAINING COMPLETED</u>
<u>Brydenthal, Kurt</u> Retired 3430 S. Moore Circle Flagstaff, AZ 86005 Home Phone: 630-926-9550			No
<u>McLaughlin, Jerry</u> Self 923 W. Beal Flagstaff, AZ 86001			No
<u>Speed, James</u> Managing Partner/Kjellgren & Speed, PLC 1235 E. Appalachian Rd. Flagstaff, AZ 86004 Cell Phone: 928-213-0333			No
<u>Webber, Charlie</u> Cultural Resources Specialist/USDA Natural Resources Conservation Service 830 W. Summit Ave. Flagstaff, AZ 86001 Home Phone: 802-299-7950			No

Staff Representative: Karl Eberhard

As Of: October 06, 2015

Stacy Saltzburg

From: noreply@civicplus.com
Sent: Thursday, September 17, 2015 8:08 AM
To: Elizabeth Burke; Stacy Saltzburg
Subject: Online Form Submittal: Board/Commission Application

Categories: Green Category

If you are having problems viewing this HTML email, click to view a [Text version](#).

Board/Commission Application

Important Notice:

The City Council may consider appointments to boards and commissions in executive sessions which are closed to the public, and then make the appointments in a public meeting. You have the right, however, to have your application considered in a public meeting by providing a written request to the City Clerk.

Application to Serve on a Board/Commission

Please note that this information is public information.

Date:* 9/17/2015
Board/Commission you wish to serve on:* Heritage Preservation Commission
If applicable, type of seat for which you are qualified:

Your Information

Name:*	Kurt Brydenthal	Home Phone:*	630 926-9550
Home Address:*	3430 S. Moore Circle	Zip:*	86005
Mailing Address (If different from above):			
Employer:*	Retired	Job Title:*	Retired
Business Phone:		Cell:	
E-mail:*	misbiz@zoho.com		
Indicate preferred telephone:*	<input checked="" type="checkbox"/> Home	<input type="checkbox"/> Cell	
	<input type="checkbox"/> Work		
Please indicate age group:*	<input type="checkbox"/> 18-34	<input checked="" type="checkbox"/> 55+	
	<input type="checkbox"/> 35-54		
Please indicate education:*	<input checked="" type="checkbox"/> High School	<input type="checkbox"/> Post Graduate	
	<input type="checkbox"/> College		
Number of years living in the Flagstaff area:*	7		

Background Information

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

I have been fortunate to have had a business career that over the past 50 years has brought me to countless cities in 46 states, most every country in western Europe and Asia. Having had residences in Chicago, NY, Philadelphia, Los Angeles, Shanghai and Beijing has given me a great appreciation of the wonderful, rich and historic architecture and how important it is to preserve it for future generations.

Why do you want to serve on the board or commission you listed?

I am what you may call a history buff and how historic buildings bring it all to life. Flagstaff as small as it is, and as young as, has a certain historic character that makes it a wonderful place to live, receive an education and visit. Visitors from around the world come to visit the Grand Canyon, but they spend most of their time in Flag. It just amazing, that in my travels, how many people have been to "Flagstaff" and love it. If we are not vigilant, in preserving our historical communities, centers and buildings, we are endanger of loosing that which make us unique. Each member of the Heritage Preservation contributes from their life experiences, and I would bring mine. I spoke with Karl Eberhard, of the Heritage Preservation Commission after the Sept 16th meeting, and he suggested that I send in my application. So here it is. Thank you, Kurt Brydenthal

By submitting this electronic form, I acknowledge that any information provided above is public information, and I certify that I meet the City Charter requirement of living within the Flagstaff City limits and have read and understand the right to have my application considered in a public meeting.

Please note that all board and commission meetings are streamed live for public viewing.

* indicates required fields.

View any uploaded files by signing in and then proceeding to the link below:
<http://az-flagstaff3.civicplus.com/Admin/FormHistory.aspx?SID=18784>

The following form was submitted via your website: Board/Commission Application

Date:: 9/17/2015

Board/Commission you wish to serve on:: Heritage Preservation Commission

If applicable, type of seat for which you are qualified::

Name:: Kurt Brydenthal

Home Phone:: 630 926-9550

Home Address:: 3430 S. Moore Circle

Zip:: 86005

Mailing Address (If different from above)::

Employer:: Retired

Job Title:: Retired

Business Phone::

Cell::

E-mail:: misbiz@zoho.com

Indicate preferred telephone:: Home

Please indicate age group:: 55+

Please indicate education:: High School

Number of years living in the Flagstaff area:: 7

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.: I have been fortunate to have had a business career that over the past 50 years has brought me to countless cities in 46 states, most every country in western Europe and Asia. Having had residences in Chicago, NY, Philadelphia, Los Angeles, Shanghai and Beijing has given me a great appreciation of the wonderful, rich and historic architecture and how important it is to preserve it for future generations.

Why do you want to serve on the board or commission you listed?: I am what you may call a history buff and how historic buildings bring it all to life. Flagstaff as small as it is, and as young as, has a certain historic character that makes it a wonderful place to live, receive an education and visit. Visitors from around the world come to visit the Grand Canyon, but they spend most of their time in Flag. It just amazing, that in my travels,

how many people have been to "Flagstaff" and love it. If we are not vigilant, in preserving our historical communities, centers and buildings, we are endanger of loosing that which make us unique. Each member of the Heritage Preservation contributes from their life experiences, and I would bring mine. I spoke with Karl Eberhard, of the Heritage Preservation Commission after the Sept 16th meeting, and he suggested that I send in my application. So here it is.

Thank you, Kurt Brydenthal

Additional Information:

Form submitted on: 9/17/2015 8:08:21 AM

Submitted from IP Address: 24.121.185.77

Referrer Page: No Referrer - Direct Link

Form Address: <http://az-flagstaff3.civicplus.com/Forms.aspx?FID=166>

IMPORTANT NOTICE: The City Council may consider appointments to boards and commissions in executive sessions which are closed to the public, and then make the appointments in a public meeting. You have the right, however, to have your application considered in a public meeting by providing a written request to the City Clerk.

**CITY OF FLAGSTAFF
APPLICATION TO SERVE ON A BOARD/COMMISSION**

RETURN TO: CITY CLERK'S OFFICE, 211 WEST ASPEN AVENUE, FLAGSTAFF, AZ 86001

**PLEASE NOTE THAT THIS INFORMATION IS PUBLIC INFORMATION.
APPLICATIONS WILL BE KEPT ON FILE FOR ONE YEAR!**

DATE: 6/4/15

BOARD/COMMISSION YOU WISH TO SERVE ON: HISTORIC PRESERVATION

IF APPLICABLE, TYPE OF SEAT FOR WHICH YOU ARE QUALIFIED: —

YOUR NAME: JERRY McLAUGHAN HOME PHONE: 928-853-5484

HOME ADDRESS: 923 W. BEAL ZIP: 86001

MAILING ADDRESS (If Different from Above): —

EMPLOYER: SELF JOB TITLE: —

BUS. PHONE: — CELL: — E-MAIL: —

PLEASE INDICATE PREFERRED TELEPHONE: HOME WORK CELL

PLEASE INDICATE AGE GROUP: 18-34 35-54 55+

PLEASE INDICATE EDUCATION: High School College Post Graduate

NUMBER OF YEARS LIVING IN THE FLAGSTAFF AREA: 35

BACKGROUND INFORMATION: Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

Why do you want to serve on the board or commission you listed? (Attach additional page if needed.)

I UNDERSTAND THAT ANY INFORMATION PROVIDED ABOVE IS PUBLIC INFORMATION AND I CERTIFY THAT I MEET THE CITY CHARTER REQUIREMENT OF LIVING WITHIN THE FLAGSTAFF CITY LIMITS AND HAVE READ AND UNDERSTAND THE RIGHT TO HAVE MY APPLICATION CONSIDERED IN A PUBLIC MEETING.

Jerry McLaughan
Applicant Signature

Stacy Saltzburg

From: noreply@civicplus.com
Sent: Thursday, August 27, 2015 3:03 PM
To: Elizabeth Burke; Stacy Saltzburg
Subject: Online Form Submittal: Board/Commission Application

Categories: Green Category

If you are having problems viewing this HTML email, click to view a [Text version](#).

Board/Commission Application

Important Notice:

The City Council may consider appointments to boards and commissions in executive sessions which are closed to the public, and then make the appointments in a public meeting. You have the right, however, to have your application considered in a public meeting by providing a written request to the City Clerk.

Application to Serve on a Board/Commission

Please note that this information is public information.

Date:* 08/27/2015
Board/Commission you wish to serve on:* Heritage Preservation Commission
If applicable, type of seat for which you are qualified:

Your Information

Name:*	James B. Speed	Home Phone:*	928 213-0333
Home Address:*	1235 E. Appalachian Rd.	Zip:*	86004
Mailing Address (If different from above):			
Employer:*	Kjellgren & Speed, PLC	Job Title:*	Managing Partner
Business Phone:	928 433-3737 x 102	Cell:	928 213-0333
E-mail:*	speedflag2003@gmail.com		
Indicate preferred telephone:*	<input type="checkbox"/> Home	<input checked="" type="checkbox"/> Cell	
	<input type="checkbox"/> Work		
Please indicate age group:*	<input type="checkbox"/> 18-34	<input type="checkbox"/> 55+	
	<input checked="" type="checkbox"/> 35-54		
Please indicate education:*	<input type="checkbox"/> High School	<input checked="" type="checkbox"/> Post Graduate	
	<input type="checkbox"/> College		
Number of years living in the Flagstaff area:*	Twelve		

Background Information

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

I've been interested in Flagstaff's history since my arrival here in 2003. In my time as a resident of Flagstaff I've acquired a considerable number of photographs and other historic memorabilia related the history of Flagstaff which I continue to donate to NAU's Cline Library. In my time as a City employee I worked closely with the City's Heritage Preservation Officer, as well as various state agencies, on a number of issues related to the preservation of historic structures in Flagstaff.

Why do you want to serve on the board or commission you listed?

I'm passionate about history in general, and Flagstaff history in particular. I believe my experience as an attorney familiar with the issues that face this community, as well as a resident who values this City's history, makes the Heritage Preservation Commission an ideal fit for my interests and talents.

By submitting this electronic form, I acknowledge that any information provided above is public information, and I certify that I meet the City Charter requirement of living within the Flagstaff City limits and have read and understand the right to have my application considered in a public meeting.

Please note that all board and commission meetings are streamed live for public viewing.

* indicates required fields.

View any uploaded files by [signing in](#) and then proceeding to the link below:
<http://az-flagstaff3.civicplus.com/Admin/FormHistory.aspx?SID=18418>

The following form was submitted via your website: Board/Commission Application

Date:: 08/27/2015

Board/Commission you wish to serve on:: Heritage Preservation Commission

If applicable, type of seat for which you are qualified::

Name:: James B. Speed

Home Phone:: 928 213-0333

Home Address:: 1235 E. Appalachian Rd.

Zip:: 86004

Mailing Address (If different from above)::

Employer:: Kjellgren & Speed, PLC

Job Title:: Managing Partner

Business Phone:: 928 433-3737 x 102

Cell:: 928 213-0333

E-mail:: speedflag2003@gmail.com

Indicate preferred telephone:: Cell

Please indicate age group:: 35-54

Please indicate education:: Post Graduate

Number of years living in the Flagstaff area:: Twelve

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.: I've been interested in Flagstaff's history since my arrival here in 2003. In my time as a resident of Flagstaff I've acquired a considerable number of photographs and other historic memorabilia related the history of Flagstaff which I continue to donate to NAU's Cline Library. In my time as a City employee I worked closely with the City's Heritage Preservation Officer, as well as various state agencies, on a number of issues related to the preservation of historic structures in Flagstaff.

Why do you want to serve on the board or commission you listed?: I'm passionate about history in general, and Flagstaff history in particular. I believe my experience as an attorney familiar with the issues that face this community, as well as a resident who values this City's history, makes the Heritage Preservation Commission an ideal fit for my interests and talents.

Stacy Saltzburg

From: noreply@civicplus.com
Sent: Sunday, January 11, 2015 8:02 PM
To: Elizabeth Burke; Stacy Saltzburg
Subject: Online Form Submittal: Board/Commission Application

Categories: Green Category

If you are having problems viewing this HTML email, click to view a [Text version](#).

Board/Commission Application

Important Notice:

The City Council may consider appointments to boards and commissions in executive sessions which are closed to the public, and then make the appointments in a public meeting. You have the right, however, to have your application considered in a public meeting by providing a written request to the City Clerk.

Application to Serve on a Board/Commission

Please note that this information is public information.

Date:* 01/11/2015
Board/Commission you wish to serve on:* Heritage Preservation Commission
If applicable, type of seat for which you are qualified:

Your Information

Name:*	Charlie Webber	Home Phone:*	802 299-7950
Home Address:*	830 West Summit Ave	Zip:*	86001
Mailing Address (If different from above):			
Employer:*	USDA Natural Resources Conservation Service	Job Title:*	Cultural Resources Specialist
Business Phone:	928 214-0459 ext 116	Cell:	802 299-7950
E-mail:*	webbercc@hotmail.com		
Indicate preferred telephone:*	<input checked="" type="checkbox"/> Home <input type="checkbox"/> Work	<input type="checkbox"/> Cell	
Please indicate age group:*	<input type="checkbox"/> 18-34 <input checked="" type="checkbox"/> 35-54	<input type="checkbox"/> 55+	
Please indicate education:*	<input type="checkbox"/> High School <input type="checkbox"/> College	<input checked="" type="checkbox"/> Post Graduate	
Number of years living in the Flagstaff area:*	10		

Background Information

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

I moved to flagstaff in the summer of 2005 to attend NAU for a Masters in Anthropology and have been working in cultural resources management in northern Arizona ever since. While I was in graduate school, I worked as an archaeologist for Flagstaff Area National Monuments, and then I worked as a Vanishing Treasures Archaeologist at Grand Canyon National Park. I currently work for the Natural Resources Conservation Service as their northern Arizona Cultural Resources Specialist. I have an extensive understanding about the various cultural resource Regulations and would be honored to put them to work for Flagstaff. My wife and I have lived in Flagstaff for 10 years and have come to love the rich history of the region. One of our favorite activities is walking through downtown and the surrounding neighborhoods of the historic district. We appreciate that the city has embraced the protection its historic past while simultaneously meeting the needs of a modern city. I feel that my experience in cultural resources management combined with my love of the history of Flagstaff makes me a good candidate for this commission.

Why do you want to serve on the board or commission you listed?

My wish to serve on this commission comes from a desire to use the knowledge that I have acquired in cultural resources management and give back to my community. I believe one of the most important aspects of community is understanding and protecting our collective history. Working with business owners and property owners to protect the significance of historic buildings and promoting creative ways to adaptively reuse these structures is important to the future of the Flagstaff we all love.

By submitting this electronic form, I acknowledge that any information provided above is public information, and I certify that I meet the City Charter requirement of living within the Flagstaff City limits and have read and understand the right to have my application considered in a public meeting.

* indicates required fields.

View any uploaded files by signing in and then proceeding to the link below:
<http://az-flagstaff3.civicplus.com/Admin/FormHistory.aspx?SID=14367>

The following form was submitted via your website: Board/Commission Application

Date:: 01/11/2015

Board/Commission you wish to serve on:: Heritage Preservation Commission

If applicable, type of seat for which you are qualified::

Name:: Charlie Webber

Home Phone:: 802 299-7950

Home Address:: 830 West Suunit Ave

Zip:: 86001

Mailing Address (If different from above)::

Employer:: USDA Natural Resources Conservation Service

Job Title:: Cultural Resources Specialist

Business Phone:: 928 214-0459 ext 116

Cell:: 802 299-7950

E-mail:: webbercc@hotmail.com

Indicate preferred telephone:: Home

Please indicate age group:: 35-54

Please indicate education:: Post Graduate

Number of years living in the Flagstaff area:: 10

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.: I moved to flagstaff in the summer of 2005 to attend NAU for a Masters in Anthropology and have been working in cultural resources management in northern Arizona ever since. While I was in graduate school, I worked as an archaeologist for Flagstaff Area National Monuments, and then I worked as a Vanishing Treasures Archaeologist at Grand Canyon National Park. I currently work for the Natural Resources Conservation Service as their northern Arizona Cultural Resources Specialist. I have an extensive understanding

about the various cultural resource Regulations and would be honored to put them to work for Flagstaff.

My wife and I have lived in Flagstaff for 10 years and have come to love the rich history of the region. One of our favorite activities is walking through downtown and the surrounding neighborhoods of the historic district. We appreciate that the city has embraced the protection its historic past while simultaneously meeting the needs of a modern city. I feel that my experience in cultural resources management combined with my love of the history of Flagstaff makes me a good candidate for this commission.

Why do you want to serve on the board or commission you listed?: My wish to serve on this commission comes from a desire to use the knowledge that I have acquired in cultural resources management and give back to my community. I believe one of the most important aspects of community is understanding and protecting our collective history. Working with business owners and property owners to protect the significance of historic buildings and promoting creative ways to adaptively reuse these structures is important to the future of the Flagstaff we all love.

Additional Information:

Form submitted on: 1/11/2015 8:01:44 PM

Submitted from IP Address: 24.121.13.106

Referrer Page: <http://www.flagstaff.az.gov/index.aspx?NID=1690>

Form Address: <http://az-flagstaff3.civicplus.com/Forms.aspx?FID=166>

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Stacy Saltzburg, Deputy City Clerk
Date: 10/14/2015
Meeting Date: 10/20/2015



TITLE:

Consideration of Appointments: Airport Commission.

RECOMMENDED ACTION:

Make two appointments to terms expiring October 2018.

Executive Summary:

The Airport Commission consists of seven citizens, and is responsible for reviewing and reporting to the Council on the development of the Airpark and on matters affecting the operation and efficiency of the airport, using the Airport Master Plan as a guide. There are currently two seats available. It is important to fill vacancies on Boards and Commissions quickly so as to allow the Commission to continue meeting on a regular basis.

There are seven applications on file and they are as follows:

- Beth Applebee (current commissioner)
- Brian Cox (new applicant)
- Mark Didovic (new applicant)
- Terry Greene (new applicant)
- Ben Murphy (new applicant)
- Chris Shields (new applicant)
- Jeff Wheless (current commissioner)

COUNCIL APPOINTMENT ASSIGNMENT (Each Councilmember will make one appointment):

Councilmember Overton and Councilmember Putzova

Financial Impact:

These are voluntary positions and there is no budgetary impact to the City of Flagstaff.

Connection to Council Goal and/or Regional Plan:

There is no Council goal that specifically addresses appointments to Boards and Commissions; however, boards and commissions do provide input and recommendations based on City Council goals that may pertain to the board or commission work plan.

Has There Been Previous Council Decision on This:

None.

Options and Alternatives:

- 1) Appoint two Commissioners: by appointing two members at this time, the Airport Commission be at full membership, allowing the group to meet and provide recommendations to the City Council.
- 2) Table the action to allow for further discussion or expand the list of candidates.

Community Benefits and Considerations:

The City's boards, commissions, and committees were created to foster public participation and input and to encourage Flagstaff citizens to take an active role in city government.

Community Involvement:

INFORM: Board members and City staff have informed the community of these vacancies though word of mouth in addition to the vacancies being posted on the City's website.

-
- Attachments:** [Airport Roster](#)
 [Airport Authority](#)
 [Airport Applicant Roster](#)
 [Airport Applications](#)



City of Flagstaff, AZ

AIRPORT COMMISSION MEMBERS

<u>NAME</u>	<u>APPOINTED</u>	<u>TERM EXPIRES</u>	<u>TRAINING COMPLETED</u>
<u>Applebee, Beth</u> Executive Director/Northern Arizona University 1621 Slippery Rock Rd. Flagstaff, AZ 86004 Cell Phone: 928-699-9784 Term: (1st 8/14-10/15)	08/25/2014	10/15	02/19/2015
<u>Brace, Roger</u> Facility Electrical/W. L. Gore 603 W. Beal Rd. Flagstaff, AZ 86001 Home Phone: 928-556-9123 Term: (1st 6/11-10/14; 2nd 10/14-10/17)	01/06/2015	10/17	10/20/2011
<u>Evans, Matthew</u> Vice-President/Relationship Mgr./National Bank of America 2138 Tombaugh Way Flagstaff, AZ 86001 Cell Phone: 928-600-1387 Term: (1st 1/08 -10/10; 2nd 10/10-10/13; 3rd 10/13-10/16)	12/03/2013	10/16	02/19/2015
<u>Hagan, Mary Lou</u> Retired 4100 N. Fanning Dr. Apt. 4 Flagstaff, AZ 86004 Home Phone: 928-255-5621 Term: (1st 12/13-10/16)	12/03/2013	10/16	02/19/2015



City of Flagstaff, AZ

<u>McDaniel, Stuart</u>	01/06/2015	10/17	No
Government Affairs Director/Greater Flagstaff Chamber of Commerce 4401 E. Butler Flagstaff, AZ 86001 Work Phone: 928-774-4505 Term: (1st 1/15-10/17)			
<u>Shankland, Paul</u>	01/06/2015	10/17	No
Director and Installation Commander/U.S. Navel Observatory 3217 West Lois Lane Flagstaff, AZ 86001 Home Phone: 336-508-6317 Term: (1st 2/12 - 10/14; 2nd 10/14-10/17)			
<u>Wheless, Jeff</u>	08/25/2014	10/15	10/27/2014
N. America Aerospace & Defense Research Lead/Accenture 4683 South House Rock Trail Flagstaff, AZ 86005 Cell Phone: 480-239-2414 Term: (1st 8/14-10/15)			

Staff Representative: Barney Helmick

As Of: October 06, 2015

**CHAPTER 2-11
FLAGSTAFF AIRPORT COMMISSION**

SECTIONS:

- 2-11-001-0001 COMMISSION CREATED:
- 2-11-001-0002 COMPOSITION; TERMS:
- 2-11-001-0003 ORGANIZATION:
- 2-11-001-0004 COMPENSATION:
- 2-11-001-0005 MEETINGS:
- 2-11-001-0006 ACTIONS OF THE COMMISSION:

2-11-001-0001 COMMISSION CREATED:

There is hereby established the Flagstaff Airport Commission to be composed of seven (7) members who shall meet as hereinafter provided to consider and deliberate upon matters of concern to the City Council and citizens that affect the operation and efficiency of the airport toward the end of providing an optimum level of services within available resources using the Airport Master Plan as a basic guide. (Ord. 1897, 11/21/95)

(Ord. No. 1897, Amended, 11/21/95)

2-11-001-0002 COMPOSITION; TERMS:

The composition of the membership of the Commission shall be as follows:

A. Seven (7) members to be appointed by the City Council who shall serve for three (3) year terms, on a staggered basis.

B. Ex Officio Members: The following persons shall be ex officio members of the Commission, but shall have no vote:

The Mayor;

The City Manager;

The Airport Manager;

The FAA Tower Operator.

C. A quorum shall be one (1) more than half the voting members. (Res. 1045, 9-20-77; Ord. No. 1897, Amended, 11/21/95; Ord. No. 2007-03, Amended 02/06/2007; Ord. 2014-28, Amended, 11/18/2014)

2-11-001-0003 ORGANIZATION:

At the first meeting after appointment and at the first meeting held in any calendar year thereafter, the members of the Commission shall elect a Chairperson and Vice-Chairperson. (Ord. No. 2007-03, Amended 02/06/2007)

2-11-001-0004 COMPENSATION:

The members of the Commission may be reimbursed by the City for necessary travel and subsistence expenses, but shall not receive compensation for their services. Any such travel must be approved in advance by the City Council or the City Manager with all budgetary considerations taken into account.

2-11-001-0005 MEETINGS:

The Commission shall hold regular monthly meetings, which shall at all times be open to the public, the time and place of said meetings shall be posted in accordance with any currently applicable Arizona State Statutes regulating public meetings and proceedings (open meeting laws). Special meetings may be called by the Chairperson on twenty-four (24) hours' notice.

2-11-001-0006 ACTIONS OF THE COMMISSION:

A. The Commission, with the consent of the City Manager, may call on all City divisions for assistance in the performance of its duties, and it shall be the duty of such divisions to render such assistance to the Commission as may be reasonably required.

B. All discussions, deliberations, actions and recommendations of the Commission shall be advisory to the City Council, and such advisories as the Commission may from time to time make shall be forwarded to the City Council through the City Manager. (Res. 1045, 9-20-77)



City of Flagstaff, AZ

AIRPORT COMMISSION APPLICANTS

<u>NAME</u>	<u>APPOINTED</u>	<u>TERM EXPIRES</u>	<u>TRAINING COMPLETED</u>
<u>Applebee, Beth</u> HIPAA Privacy Officer/Northern Arizona University 1621 Slippery Rock Rd. Flagstaff, AZ 86004 Cell Phone: 928-699-9784 Term: (1st 8/14-10/15)	08/25/2014	10/15	02/19/2015
<u>Cox, Brian</u> Owner/Farmers Insurance/RT 66 Limo 1920 W. University Heights Drive N. Flagstaff, AZ 86005 Home Phone: 928-707-2886			No
<u>Didovic, Mark</u> Consultant/Self-employed 508 W. Nugget Trail Flagstaff, AZ 86005 Cell Phone: 415-306-1270			No
<u>Greene, Terry</u> Architect/Self Employed PO Box 2636 Flagstaff, AZ 86003 Cell Phone: 650-799-1837			No
<u>Shields, Chris</u> Director of Sales/High Country Conference Center 2697 N. Sandstone Way Flagstaff, AZ 86004 Cell Phone: 928-203-6765			No



City of Flagstaff, AZ

Wheless, Jeff

08/25/2014

10/15

10/27/2014

Global A&D Research Lead/Accenture
4683 South House Rock Trail
Flagstaff, AZ 86005
Cell Phone: 480-239-2414
Term: (1st 8/14-10/15)

Staff Representative: Barney Helmick

As Of: October 06, 2015

Stacy Saltzburg

From: noreply@civicplus.com
Sent: Tuesday, October 06, 2015 10:50 AM
To: Elizabeth Burke; Stacy Saltzburg
Subject: Online Form Submittal: Board/Commission Application

If you are having problems viewing this HTML email, click to view a [Text version](#).

Board/Commission Application

Important Notice:

The City Council may consider appointments to boards and commissions in executive sessions which are closed to the public, and then make the appointments in a public meeting. You have the right, however, to have your application considered in a public meeting by providing a written request to the City Clerk.

Application to Serve on a Board/Commission

Please note that this information is public information.

Date:* 10/6/2015
Board/Commission you wish to serve on:* Airport Commission
If applicable, type of seat for which you are qualified:

Your Information

Name:*	Beth Applebee	Home Phone:*	928-522-0647
Home Address:*	1621 Slippery Rock Rd	Zip:*	86004
Mailing Address (If different from above):			
Employer:*	Northern Arizona University	Job Title:*	HIPAA Privacy Officer
Business Phone:	928-523-6347	Cell:	928-699-9784
E-mail:*	Beth.Applebee@nau.edu		
Indicate preferred telephone:*	<input type="checkbox"/> Home <input type="checkbox"/> Work	<input checked="" type="checkbox"/> Cell	
Please indicate age group:*	<input type="checkbox"/> 18-34 <input checked="" type="checkbox"/> 35-54	<input type="checkbox"/> 55+	
Please indicate education:*	<input type="checkbox"/> High School <input type="checkbox"/> College	<input checked="" type="checkbox"/> Post Graduate	
Number of years living in the Flagstaff area:*	37 years		

Background Information

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

I have served on the Airport Commission for this past year. I believe my understanding of the issues facing the airport and my ability to help plan for the future is enhanced with experience on the Commission. I am a private pilot and use the commercial airline services offered by the City airport. I am also involved in the Flagstaff community through my 30+ years employment with Northern Arizona University, my career involvement with community health services, and participation in community wide emergency preparedness efforts. I have years of experience in strategic planning and listening to and incorporating constituent feedback to shape planning efforts.

Why do you want to serve on the board or commission you listed?

I am interested in serving on the airport commission to give back to my community. By serving on a commission, I can work to represent the Flagstaff citizens' interests and needs and facilitate an avenue of communication to City staff and the Council.

By submitting this electronic form, I acknowledge that any information provided above is public information, and I certify that I meet the City Charter requirement of living within the Flagstaff City limits and have read and understand the right to have my application considered in a public meeting.

Please note that all board and commission meetings are streamed live for public viewing.

* indicates required fields.

View any uploaded files by [signing in](#) and then proceeding to the link below:

<http://az-flagstaff3.civicplus.com/Admin/FormHistory.aspx?SID=19097>

The following form was submitted via your website: Board/Commission Application

Date:: 10/6/2015

Board/Commission you wish to serve on:: Airport Commission

If applicable, type of seat for which you are qualified::

Name:: Beth Applebee

Home Phone:: 928-522-0647

Home Address:: 1621 Slippery Rock Rd

Zip:: 86004

Mailing Address (If different from above)::

Employer:: Northern Arizona University

Job Title:: HIPAA Privacy Officer

Business Phone:: 928-523-6347

Cell:: 928-699-9784

E-mail:: Beth.Applebee@nau.edu

Indicate preferred telephone:: Cell

Please indicate age group:: 35-54

Please indicate education:: Post Graduate

Number of years living in the Flagstaff area:: 37 years

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.: I have served on the Airport Commission for this past year. I believe my understanding of the issues facing the airport and my ability to help plan for the future is enhanced with experience on the Commission. I am a private pilot and use the commercial airline services offered by the City airport. I am also involved in the Flagstaff community through my 30+ years employment with Northern Arizona University, my career involvement with community health services, and participation in community wide emergency preparedness efforts. I have years of experience in strategic planning and listening to and incorporating constituent feedback to shape planning efforts.

Why do you want to serve on the board or commission you listed?: I am interested in serving on the airport commission to give back to my community. By serving on a commission, I can work to represent the Flagstaff citizens' interests and needs and facilitate an avenue of communication to City staff and the Council.

Stacy Saltzburg

From: noreply@civicplus.com
Sent: Monday, July 07, 2014 1:22 PM
To: Elizabeth Burke; Stacy Saltzburg
Subject: Online Form Submittal: Board/Commission Application

Categories: Green Category

If you are having problems viewing this HTML email, click to view a [Text version](#).

Board/Commission Application

Important Notice:

The City Council may consider appointments to boards and commissions in executive sessions which are closed to the public, and then make the appointments in a public meeting. You have the right, however, to have your application considered in a public meeting by providing a written request to the City Clerk.

Application to Serve on a Board/Commission

Please note that this information is public information.

Date:* 07/07/2014
Board/Commission you wish to serve on:* Airport Commission
If applicable, type of seat for which you are qualified:

Your Information

Name:* Brian Cox Home Phone:* 928-707-2886
Home Address:* 1920 W. University Hts Dr N Zip:* 86005
Mailing Address (If different from above):
Employer:* Farmers Insurance / RT 66Limo Job Title:* Owner
Business Phone: 928-774-5433 Cell: 928-606-0696
E-mail:* BRIAN@RT66LIMO.COM
Indicate preferred telephone:*
(X) Home () Cell
() Work
Please indicate age group:*
() 18-34 () 55+
(X) 35-54
Please indicate education:*
() High School () Post Graduate
(X) College
Number of years living in the Flagstaff area:* 13

Background Information

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

Owning a limousine and car service, I have a vested interest in the operation of the airport and tourism industry in Flagstaff. I have many contacts and friends whose livelihood depends on the airport facilities and the impact it has on our community. My wife is employed by US Airways, so our medical insurance is directly tied to the airport operations. Why do you want to serve on the board or commission you listed?

I would like to serve on this commission because of the amount of impact it has on the community and on myself personally. The growth and management of Pulliam Airport is vital to our economy in so many ways. Helping to guide our airport in the future will enable me to give back to the airport that has helped my business, my family and my community. I have contracted with Clear Channel Media and will be one the major advertisers at the airport for the next 3 years.

By submitting this electronic form, I acknowledge that any information provided above is public information, and I certify that I meet the City Charter requirement of living within the Flagstaff City limits and have read and understand the right to have my application considered in a public meeting.

* indicates required fields.

The following form was submitted via your website: Board/Commission Application

Date:: 07/07/2014

Board/Commission you wish to serve on:: Airport Commission

If applicable, type of seat for which you are qualified::

Name:: Brian Cox

Home Phone:: 928-707-2886

Home Address:: 1920 W. University Hts Dr N

Zip:: 86005

Mailing Address (If different from above)::

Employer:: Farmers Insurance / RT 66Limo

Job Title:: Owner

Business Phone:: 928-774-5433

Cell:: 928-606-0696

E-mail:: BRIAN@RT66LIMO.COM

Indicate preferred telephone:: Home

Please indicate age group:: 35-54

Please indicate education:: College

Number of years living in the Flagstaff area:: 13

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.: Owning a limousine and car service, I have a vested interest in the operation of the airport and tourism industry in Flagstaff. I have many contacts and friends whose livelihood depends on the airport facilities and the impact it has on our community. My wife is employed by US Airways, so our medical insurance is directly tied to the airport operations.

Why do you want to serve on the board or commission you listed?: I would like to serve on this commission because of the amount of impact it has on the community and on myself personally. The growth and management of Pulliam Airport is vital to our economy in so many ways. Helping to guide our airport in the future will enable me to give back to the airport that has helped my business, my family and my community. I have contracted with Clear Channel Media and will be one the major advertisers at the airport for the next 3 years.

Stacy Saltzburg

From: noreply@civicplus.com
Sent: Monday, July 13, 2015 9:18 AM
To: Elizabeth Burke; Stacy Saltzburg
Subject: Online Form Submittal: Board/Commission Application

Categories: Green Category

If you are having problems viewing this HTML email, click to view a [Text version](#).

Board/Commission Application

Important Notice:

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Application to Serve on a Board/Commission

Please note that this information is public information.

Date:* 07/13/2015
Board/Commission you wish to serve on:* Airport Commission
If applicable, type of seat for which you are qualified: Any

Your Information

Name:*	Mark Didovic	Home Phone:*	NA
Home Address:*	508 W. Nugget TRL	Zip:*	86005
Mailing Address (If different from above):			
Employer:*	Self-employed	Job Title:*	Consultant
Business Phone:		Cell:	4153061270
E-mail:*	mdidovic1@msn.com		
Indicate preferred telephone:*	<input type="checkbox"/> Home	<input checked="" type="checkbox"/> Cell	
	<input type="checkbox"/> Work		
Please indicate age group:*	<input type="checkbox"/> 18-34	<input type="checkbox"/> 55+	
	<input checked="" type="checkbox"/> 35-54		
Please indicate education:*	<input type="checkbox"/> High School	<input checked="" type="checkbox"/> Post Graduate	
	<input type="checkbox"/> College		
Number of years living in the Flagstaff area:*	total of about 8		

Background Information

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

Alumni of NAU, graduate of University of New Mexico MBA, Over the years have been involved with a number of non-profit organizations including, Heal the Bay (CA), Special Olympics, Habitat for Humanity. Professionally I was the Chief Operating Officer for Investment Firm for 7 years.

Why do you want to serve on the board or commission you listed?

I live near the airport in Ponderosa Trails and I am interested in improving airport services as detailed by the Airport Master Plan guide.

By submitting this electronic form, I acknowledge that any information provided above is public information, and I certify that I meet the City Charter requirement of living within the Flagstaff City limits and have read and understand the right to have my application considered in a public meeting.

Please note that all board and commission meetings are streamed live for public viewing.

* indicates required fields.

View any uploaded files by [signing in](#) and then proceeding to the link below:

<http://az-flagstaff3.civicplus.com/Admin/FormHistory.aspx?SID=17353>

The following form was submitted via your website: Board/Commission Application

Date:: 07/13/2015

Board/Commission you wish to serve on:: Airport Commission

If applicable, type of seat for which you are qualified:: Any

Name:: Mark Didovic

Home Phone:: NA

Home Address:: 508 W. Nugget TRL

Zip:: 86005

Mailing Address (If different from above)::

Employer:: Self-employed

Job Title:: Consultant

Business Phone::

Cell:: 4153061270

E-mail:: mdidovic1@msn.com

Indicate preferred telephone:: Cell

Please indicate age group:: 35-54

Please indicate education:: Post Graduate

Number of years living in the Flagstaff area:: total of about 8

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.: Alumni of NAU, graduate of University of New Mexico MBA, Over the years have been involved with a number of non-profit organizations including, Heal the Bay (CA), Special Olympics, Habitat for Humanity. Professionally I was the Chief Operating Officer for Investment Firm for 7 years.

Why do you want to serve on the board or commission you listed?: I live near the airport in Ponderosa Trails and I am interested in improving airport services as detailed by the Airport Master Plan guide.

Additional Information:

Form submitted on: 7/13/2015 9:18:06 AM

Submitted from IP Address: 24.206.226.217

Referrer Page: No Referrer - Direct Link

Form Address: <http://az-flagstaff3.civicplus.com/Forms.aspx?FID=166>

IMPORTANT NOTICE: The City Council may consider appointments to boards and commissions in executive sessions which are closed to the public, and then make the appointments in a public meeting. You have the right, however, to have your application considered in a public meeting by providing a written request to the City Clerk.

CITY OF FLAGSTAFF
APPLICATION TO SERVE ON A BOARD/COMMISSION

RECEIVED

JUL 21 2014

RETURN TO: CITY CLERK'S OFFICE, 211 WEST ASPEN AVENUE, FLAGSTAFF, AZ 86001

PLEASE NOTE THAT THIS INFORMATION IS PUBLIC INFORMATION.
APPLICATIONS WILL BE KEPT ON FILE FOR ONE YEAR!

DATE: July 15, 2014

BOARD/COMMISSION YOU WISH TO SERVE ON: Airport Commission

IF APPLICABLE, TYPE OF SEAT FOR WHICH YOU ARE QUALIFIED: _____

YOUR NAME: Terry W. Greene HOME PHONE: 928-266-0231

HOME ADDRESS: 3706 N. Paradise Rd ZIP: 86004

MAILING ADDRESS (If Different from Above): P.O. Box 2636, Flagstaff, AZ. 86003

EMPLOYER: Self Employed JOB TITLE: Architect (California 14067)

BUS. PHONE: 928-266-0231 CELL: 650-799-1837 E-MAIL twgreene@earthlink.net

PLEASE INDICATE PREFERRED TELEPHONE: HOME WORK CELL

PLEASE INDICATE AGE GROUP: 18-34 35-54 55+

PLEASE INDICATE EDUCATION: High School College Post Graduate

NUMBER OF YEARS LIVING IN THE FLAGSTAFF AREA: 2 yrs (1991 - 1993)
(residential property owner since 1992 - returned to occupy full time in June 2014)

BACKGROUND INFORMATION: Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

See Attachment

Why do you want to serve on the board or commission you listed? (Attach additional page if needed.)

See Attachment

I UNDERSTAND THAT ANY INFORMATION PROVIDED ABOVE IS PUBLIC INFORMATION AND I CERTIFY THAT I MEET THE CITY CHARTER REQUIREMENT OF LIVING WITHIN THE FLAGSTAFF CITY LIMITS AND HAVE READ AND UNDERSTAND THE RIGHT TO HAVE MY APPLICATION CONSIDERED IN A PUBLIC MEETING.



Applicant Signature

The City of Flagstaff is an Equal Opportunity/Affirmative Action Employer.

Attachment

City of Flagstaff
Application to Serve on the Airport Commission
Terry W. Greene
July 15, 2014

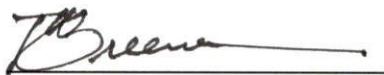
Background Information - in descending order:

- Served the City of Cupertino as City Architect for 11 years managing the capital improvement program; supervised the development, design and construction of a variety of civic projects including a civic center, library, community hall, pedestrian bridge, community parks, bicycle and pedestrian trails, and stream and habitat restoration
- Served the City of San Jose as a Senior Architect for 3 years supervising the landside terminals, parking garages, and traffic circulation of the San Jose Airport master plan as well as the development, design and construction of the International Arrivals Facility
- Worked as a project manager for Bechtel International for 2 years in the development and design of a theme park and a combined luxury city in the middle east
- Served the City of San Jose as a Senior Architect for 3 years and managed the city hall master plan and a variety of library, park, community hall, and fire station projects
- Worked for W. L. Gore and Associates for 2 years in Flagstaff, Arizona
- Served the San Jose Redevelopment Agency as a Senior Construction Manager for 5 years supervising consultants and staff in the construction of the convention center and the design of the arena
- Served in the California Air National Guard at Moffett Field for 6 years as a Base Civil Engineer and as a search and rescue helicopter pilot
- Worked in several California private architectural practices for 9 years
- Served in the Montana Army National Guard for 3 years as a helicopter pilot while attending college
- Attended Auburn University for 2 years in architecture and graduated from Montana State University with a Bachelor of Architecture - awarded a retroactive Master of Architecture in 2013 by Montana State University
- Received an FAA Commercial Pilot Certificate for single and multi-engine airplanes and helicopters
- Served on active duty in the Army between 1966 and 1972 as a helicopter mechanic, Artillery officer, helicopter pilot in Viet Nam, flight instructor, flight examiner, and assistant director of the Army's cargo helicopter training program

Reasons I wish to serve:

I, and my wife Susan, came to this community in 1991 with our two young children, while we were on vacation from California. We jumped at the chance several months later to move here and work for W. L. Gore, and we bought a home on Paradise Road. Our family ties in Arizona go all the way back to 1908 in Williams, where my grandparents raised their family, so moving to Flagstaff was like coming home. But, as life would have it, we were lured back to California for many more years of interesting and demanding work. Now, we're back home in Flagstaff, for good.

I believe that, with my years of aviation experience, and my years of collaborative work experience with the senior staff in other cities, I can assist the Flagstaff City staff and Council in their efforts to promote the airport as a valuable regional resource into the future. It would be an honor to serve on the Airport Commission.



Terry W. Greene

Stacy Saltzburg

From: noreply@civicplus.com
Sent: Monday, June 22, 2015 11:39 AM
To: Elizabeth Burke; Stacy Saltzburg
Subject: Online Form Submittal: Board/Commission Application

Categories: Green Category

If you are having problems viewing this HTML email, click to view a [Text version](#).

Board/Commission Application

Important Notice:

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Application to Serve on a Board/Commission

Please note that this information is public information.

Date:* 06/22/2015
Board/Commission you wish to serve on:* Airport Commission
If applicable, type of seat for which you are qualified:

Your Information

Name:*	Chris J. SHields	Home Phone:*	N/A
Home Address:*	2697 N. Sandstone Way, Flagstaff AZ, 86004	Zip:*	86004
Mailing Address (If different from above):	same		
Employer:*	High Country Conference Center	Job Title:*	Director of Sales
Business Phone:	928/523/7778	Cell:	928/203/6765
E-mail:*	christopher.shields@sodexo.com		
Indicate preferred telephone:*	<input type="checkbox"/> Home	<input checked="" type="checkbox"/> Cell	
	<input type="checkbox"/> Work		
Please indicate age group:*	<input type="checkbox"/> 18-34	<input checked="" type="checkbox"/> 55+	
	<input type="checkbox"/> 35-54		
Please indicate education:*	<input type="checkbox"/> High School	<input type="checkbox"/> Post Graduate	
	<input checked="" type="checkbox"/> College		
Number of years living in the Flagstaff area:*	5		

Background Information

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

Being in the tourism industry I have a vested interest in bringing more people to Flagstaff. Over the last 3 years as Director of Sales I have seen the importance of growing our industry and feel that serving on this commission would greatly benefit me and our industry.

Why do you want to serve on the board or commission you listed?

I want to assist in any way I can to further grow our airport and the amounts of travelers that come to our city.

By submitting this electronic form, I acknowledge that any information provided above is public information, and I certify that I meet the City Charter requirement of living within the Flagstaff City limits and have read and understand the right to have my application considered in a public meeting.

* indicates required fields.

View any uploaded files by [signing in](#) and then proceeding to the link below:
<http://az-flagstaff3.civicplus.com/Admin/FormHistory.aspx?SID=16826>

The following form was submitted via your website: Board/Commission Application

Date:: 06/22/2015

Board/Commission you wish to serve on:: Airport Commission

If applicable, type of seat for which you are qualified::

Name:: Chris J. SHields

Home Phone:: N/A

Home Address:: 2697 N. Sandstone Way, Flagstaff AZ, 86004

Zip:: 86004

Mailing Address (If different from above):: same

Employer:: High Country Conference Center

Job Title:: Director of Sales

Business Phone:: 928/523/7778

Cell:: 928/203/6765

E-mail:: christopher.shields@sodexo.com

Indicate preferred telephone:: Cell

Please indicate age group:: 55+

Please indicate education:: College

Number of years living in the Flagstaff area:: 5

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.: Being in the tourism industry I have a vested interest in bringing more people to Flagstaff. Over the last 3 years as Director of Sales I have seen the importance of growing our industry and feel that serving on this commission would greatly benefit me and our industry.

Why do you want to serve on the board or commission you listed?: I want to assist in any way I can to further grow our airport and the amounts of travelers that come to our city.

Additional Information:

Form submitted on: 6/22/2015 11:38:32 AM

Submitted from IP Address: 134.114.107.29

Stacy Saltzburg

From: noreply@civicplus.com
Sent: Tuesday, May 05, 2015 1:53 PM
To: Elizabeth Burke; Stacy Saltzburg
Subject: Online Form Submittal: Board/Commission Application

Categories: Green Category

If you are having problems viewing this HTML email, click to view a [Text version](#).

Board/Commission Application

Important Notice:

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Application to Serve on a Board/Commission

Please note that this information is public information.

Date:* 05/05/2015
Board/Commission you wish to serve on:* Airport
If applicable, type of seat for which you are qualified:

Your Information

Name:*	Jeff Wheless	Home Phone:*	480-239-2414
Home Address:*	4683 South House Rock Trail	Zip:*	86005
Mailing Address (If different from above):	4683 South House Rock Trail		
Employer:*	Accenture	Job Title:*	Global A&D Reseach Lead
Business Phone:	480-239-2414	Cell:	
E-mail:*	jeff@wheless.com		
Indicate preferred telephone:*	<input type="checkbox"/> Home <input type="checkbox"/> Work	<input checked="" type="checkbox"/> Cell	
Please indicate age group:*	<input type="checkbox"/> 18-34 <input checked="" type="checkbox"/> 35-54	<input type="checkbox"/> 55+	
Please indicate education:*	<input type="checkbox"/> High School <input type="checkbox"/> College	<input checked="" type="checkbox"/> Post Graduate	
Number of years living in the Flagstaff area:*	4		

Background Information

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

I have broad experience in the aviation field along with leadership skills in both business and community organizations. I am the local squadron leader of the Civil Air Patrol, with 3-+ members. I am an instrument-rated private pilot and fly frequent Search and Rescue (SAR) flights. Additionally, I am active with Scouting and supporting Science, Technology, Engineering and Math (STEM) outreach to local schools. Professionally, I lead the aerospace industry research for Accenture, a leading global technology firm, providing management and technology consulting services to the major aerospace and defense industry. As part of my role, I regularly meet with senior business leaders across the industry and attend key trade events. Additionally, I track and advise companies on a broad range of FAA and EASA (Europe) regulatory issues. While at Accenture and prior firms, I have held leadership roles in the areas of marketing, strategy, business development, aircraft maintenance & repair, field operations and program management. These community, aviation and business experiences combine to provide a well-rounded base to draw from for active involvement on the Airport Commission.

Why do you want to serve on the board or commission you listed?

I have been increasingly active in the community since moving to Flagstaff 4 years ago. My local involvement combined with my broad experience as a business leader in the aviation field provides a solid foundation for providing insight into community needs and bringing to bear insightful industry thought leadership. I hope that I can be an active resource to help accelerate the growth and development strategies to address both community and business

objectives. As a passionate resident of Flagstaff and Northern Arizona, I desire to become more involved in the community and see the Airport and adjacent Airpark as key drivers for that growth and development. By submitting this electronic form, I acknowledge that any information provided above is public information, and I certify that I meet the City Charter requirement of living within the Flagstaff City limits and have read and understand the right to have my application considered in a public meeting.

* indicates required fields.

View any uploaded files by [signing in](#) and then proceeding to the link below:

<http://az-flagstaff3.civicplus.com/Admin/FormHistory.aspx?SID=15916>

The following form was submitted via your website: Board/Commission Application

Date:: 05/05/2015

Board/Commission you wish to serve on:: Airport

If applicable, type of seat for which you are qualified::

Name:: Jeff Wheless

Home Phone:: 480-239-2414

Home Address:: 4683 South House Rock Trail

Zip:: 86005

Mailing Address (If different from above):: 4683 South House Rock Trail

Employer:: Accenture

Job Title:: Global A&D Reseach Lead

Business Phone:: 480-239-2414

Cell::

E-mail:: jeff@wheless.com

Indicate preferred telephone:: Cell

Please indicate age group:: 35-54

Please indicate education:: Post Graduate

Number of years living in the Flagstaff area:: 4

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.: I have broad experience in the aviation field along with leadership skills in both business and community organizations. I am the local squadron leader of the Civil Air Patrol, with 3-+ members. I am an instrument-rated private pilot and fly frequent Search and Rescue (SAR) flights. Additionally, I am active with

Scouting and supporting Science, Technology, Engineering and Math (STEM) outreach to local schools. Professionally, I lead the aerospace industry research for Accenture, a leading global technology firm, providing management and technology consulting services to the major aerospace and defense industry. As part of my role, I regularly meet with senior business leaders across the industry and attend key trade events. Additionally, I track and advise companies on a broad range of FAA and EASA (Europe) regulatory issues. While at Accenture and prior firms, I have held leadership roles in the areas of marketing, strategy, business development, aircraft maintenance & repair, field operations and program management. These community, aviation and business experiences combine to provide a well-rounded base to draw from for active involvement on the Airport Commission.

Why do you want to serve on the board or commission you listed?: I have been increasingly active in the community since moving to Flagstaff 4 years ago. My local involvement combined with my broad experience as a business leader in the aviation field provides a solid foundation for providing insight into community needs and bringing to bear insightful industry thought leadership. I hope that I can be an active resource to help accelerate the growth and development strategies to address both community and business objectives. As a passionate resident of Flagstaff and Northern Arizona, I desire to become more involved in the community and see the Airport and adjacent Airpark as key drivers for that growth and development.

Additional Information:

Form submitted on: 5/5/2015 1:52:41 PM

Submitted from IP Address: 24.206.225.34

Referrer Page: <http://www.flagstaff.az.gov/index.aspx?nid=994>

Form Address: <http://az-flagstaff3.civicplus.com/Forms.aspx?FID=166>

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Stacy Saltzburg, Deputy City Clerk
Date: 10/14/2015
Meeting Date: 10/20/2015



TITLE:

Consideration of Appointments: Beautification and Public Art Commission.

RECOMMENDED ACTION:

Make one appointment to a term expiring June 2018.

Executive Summary:

The Beautification and Public Art Commission consists of seven citizens, and recommends expenditures from the BBB beautification fund and public art portion of the BBB arts and science fund. It studies and recommends community beautification projects ranging from landscaping and irrigation, signs and billboards, buildings, facilities, streetscapes, gateways, the purchase and installation of public art projects within beautification projects, property acquisition for beautification and/or public art projects, and neighborhood-initiated projects, to mention a few.

There are currently three seats available; however, staff is only asking to fill one at this point. Two of the three vacancies involve specialty appointments and the Council will be meeting in the near future to further define those seats and provide direction to staff on how the appointments should be made. Soon after that staff will return to Council with the appointments to the specialty seats. The At-Large seat is what is being requested to fill; the term of Vicki Foster has expired and she is ready to move off the commission as she has served two full terms. She has agreed to remain seated until her replacement can be appointed.

It is important to fill vacancies on Boards and Commissions quickly so as to allow the Commission to continue meeting on a regular basis.

There are three applications currently on file, they are as follows:

Andres Adauto (new applicant)
Dan Clark (new applicant)
Erin Joyce (new applicant)

Council Appointment Assignment: Councilmember Evans

Financial Impact:

These are voluntary positions and there is no budgetary impact to the City of Flagstaff.



City of Flagstaff, AZ

BEAUTIFICATION AND PUBLIC ART COMMISSION MEMBERS

<u>NAME</u>	<u>APPOINTED</u>	<u>TERM EXPIRES</u>	<u>TRAINING COMPLETED</u>
<u>Averbeck, George</u> ARTS COMMUNITY Glass Artist/Self 429 E. David Flagstaff, AZ 86001 Cell Phone: 928-600-1158 Term: (1st 5/14-6/17)	05/20/2014	06/17	No
<u>Chambers, Robert</u> DESIGN PROFESSIONAL Illustrator/Designer/Self 103 N. Bonito #1 Flagstaff, AZ 86001 Term: (1st 12/12-6/15)	12/04/2012	06/15	11/04/2013
<u>Doyle, Anne, Chairman</u> AT LARGE Heritage Program Manager/Museum of Northern Arizona 508 W. Tombstone Flagstaff, AZ 86001 Cell Phone: 928-607-2066 Term: (1st 6/11 - 6/14; 2nd 6/14-6/17)	05/20/2014	06/17	10/20/2011
<u>Foster, Vicky</u> AT LARGE Instructor/Central AZ College 2415 N. Kramer Street Flagstaff, AZ 86001 Cell Phone: 928-607-5298 Term: (1st 6/09 - 6/12; 2nd 6/12-6/15)	12/04/2012	06/15	10/20/2011



City of Flagstaff, AZ

<u>Gardner, Emma</u>	10/01/2013	06/16	03/12/2013
ARTS COMMUNITY Artist/Self 216 S. Beaver St. Flagstaff, AZ 86001 Home Phone: 928-607-5039 Term: (1st 12/12-6/13; 2nd 6/13-6/16)			
<u>Hasenbank, Jason, Vice Chairman</u>	10/01/2013	06/16	11/04/2013
AT LARGE Owner/Off The Wall Entertainment 816 N. Kendrick Sr. Flagstaff, AZ 86001 Home Phone: 928-607-3001 Term: (1st 10/13 - 6/16)			
<u>Z-VACANT,</u>		06/15	No
HOSPITALITY			

Staff Representative: Karl Eberhard

As Of: October 06, 2015

**CHAPTER 2-14
BEAUTIFICATION AND PUBLIC ART COMMISSION**

SECTIONS:

- 2-14-001-0001 CREATION OF COMMISSION:
- 2-14-001-0002 COMPOSITION AND TERM OF OFFICE:
- 2-14-001-0003 COMPENSATION OF COMMISSION MEMBERS:
- 2-14-001-0004 ORGANIZATION:
- 2-14-001-0005 MEETINGS:
- 2-14-001-0006 DUTIES:

2-14-001-0001 CREATION OF COMMISSION:

There is hereby established a City Beautification and Public Art Commission. There shall be seven (7) voting members of said Commission who shall meet as hereinafter provided to consider and recommend programs for the expenditure of the portions of the Bed, Board and Booze Tax as designated by Section 3-06-001-0003. (Ord. No. 1580, Enacted, 08/02/88; Ord. No. 2006-15, Amended, 05/16/2006; Ord. No. 2007-07, Amended, 02/06/2007; Ord. 2014-28, Amended, 11/18/2014)

2-14-001-0002 COMPOSITION AND TERM OF OFFICE:

The composition of the membership shall consist of:

- A. One (1) member to be from the hospitality industry, appointed by the City Council. Said member shall serve a three (3) year term.
- B. One (1) voting member from the arts community, including but not limited to artists, craftsmen, gallery owners, arts educator, art historian, art curator, art administrator.
- C. One (1) voting member who is a design professional, including, but not limited to, architect, landscape architect, urban planner, or graphic designer.
- D. Four (4) additional members appointed by the City Council.

Each member shall serve three (3) year terms, on a staggered basis. A member's term in office shall commence with the first regular Commission meeting following the appointment and terminate with the regular Commission meeting at which the successor takes office. No voting member of the Commission may be appointed to more than two (2) full consecutive terms. (Ord. No. 1580, Enacted, 08/02/88; Ord. No. 1674, Amended, 09/18/90; Ord. No. 2006-15, Amended 05/16/2006; Ord. No. 2007-04, Amended 02/06/07; Ord. 2014-28, Amended, 11/18/2014)

2-14-001-0003 COMPENSATION OF COMMISSION MEMBERS:

Members of the Commission shall serve without compensation.

(Ord. No. 1580, Enacted, 08/02/88)

2-14-001-0004 ORGANIZATION:

The Commission shall elect a Chairperson from among its members. The term of the Chairperson shall be one year with eligibility for reelection. Commission members may not serve more than two (2) consecutive terms as Chairperson. The Council representative shall not be eligible for the Chair.

(Ord. No. 1580, Enacted, 08/02/88)

2-14-001-0005 MEETINGS:

A. The Commission shall hold at least one regular meeting per month, which shall at all times be open to the public, the time and place of said meeting shall be posted in accordance with the applicable Arizona State Statutes.

B. A quorum consisting of a minimum of five (5) voting members shall be required to conduct business.

(Ord. No. 1580, Enacted, 08/02/88; Ord. No. 2006-15, Amended 05/16/2006)

2-14-001-0006 DUTIES:

The duties of the Commission shall be to:

A. The Commission shall be responsible for preparing a Five (5) Year Plan. The Five Year Plan shall be used as a guideline for future programs. Said Plan shall be presented to the Council prior to April 1 of each year.

B. Develop and present to City Council an Annual Plan outlining the Commission's program recommendations for the upcoming fiscal year. Said plan shall be presented to the Council prior to April 1 of each year.

C. Make recommendations to the City Council concerning the annual budgetary allocation of the beautification and public art portions of the Bed, Board and Booze Tax and other monies as deemed appropriate by the City Council, as outlined in City Code, Section 3-06-001-0004, to include, but not be limited to:

1. Purchase, installation or modification of landscaping and irrigation systems;
2. Purchase, removal or modification of billboards and nonconforming signs;
3. Beautification of buildings and facilities, streetscapes and gateways;
4. Purchase and installation of public art projects;
5. Purchase or lease of easements or property necessary for beautification projects.

D. Make recommendations to the City Council for public art projects by:

1. Reviewing and defining potential public art projects and writing project descriptions.
2. Determining the artist selection method and writing the call to artists for public art projects.
3. Evaluating public art proposals for recommendation to the City Council.
4. Facilitating display of local art in public facilities.

Ord. No. 2006-15, Amended, 05/16/2006)

E. Perform any additional duties as determined by the City Council, related to beautification and public art activities. (Ord.1580, 8-2-88)

(Ord. No. 1580, Enacted, 08/02/88; Ordinance No. 2006-15, Amended, 05/16/2006)



City of Flagstaff, AZ

BEAUTIFICATION AND PUBLIC ART COMMISSION APPLICANTS

<u>NAME</u>	<u>APPOINTED</u>	<u>TERM EXPIRES</u>	<u>TRAINING COMPLETED</u>
<u>Adauto, Andres</u> Barkeep/Weatherford Hotel 324 Kendrick Ave. Flagstaff, AZ 86001 Cell Phone: 928-607-0054			No
<u>Clark, Dan</u> Retired 4884 Bright Angel Trail Flagstaff, AZ 86005 Home Phone: 760-793-6681			No
<u>Joyce, Erin</u> Art Curator/Self Employed 914 Summit Ave. Flagstaff, AZ 86001 Home Phone: 831-747-0982			No

Staff Representative: Karl Eberhard

As Of: October 06, 2015

Stacy Saltzburg

From: noreply@civicplus.com
Sent: Thursday, July 23, 2015 3:05 PM
To: Elizabeth Burke; Stacy Saltzburg
Subject: Online Form Submittal: Board/Commission Application

Categories: Green Category

If you are having problems viewing this HTML email, click to view a [Text version](#).

Board/Commission Application

Important Notice:

The City Council may consider appointments to boards and commissions in executive sessions which are closed to the public, and then make the appointments in a public meeting. You have the right, however, to have your application considered in a public meeting by providing a written request to the City Clerk.

Application to Serve on a Board/Commission

Please note that this information is public information.

Date:* 07/23/2015
Board/Commission you wish to serve on:* Beautification & public arts
If applicable, type of seat for which you are qualified:

Your Information

Name:*	Andres Adauto	Home Phone:*	928-607-0054
Home Address:*	324 Kwendrick at.	Zip:*	86001
Mailing Address (If different from above):			
Employer:*	Weatherford Hotel	Job Title:*	Barkeep
Business Phone:		Cell:	928-607-0054
E-mail:*	Dapperdre.ent@gmail.com		
Indicate preferred telephone:*	<input type="checkbox"/> Home	<input checked="" type="checkbox"/> Cell	
	<input type="checkbox"/> Work		
Please indicate age group:*	<input checked="" type="checkbox"/> 18-34	<input type="checkbox"/> 55+	
	<input type="checkbox"/> 35-54		
Please indicate education:*	<input type="checkbox"/> High School	<input type="checkbox"/> Post Graduate	
	<input checked="" type="checkbox"/> College		
Number of years living in the Flagstaff area:*	12		

Background Information

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

I try to support and encourage all aspects of Flagstaff arts and culture. A couple years back I co-curated a fashion photography exhibit at the Flagstaff Photocenter with Jason Hasenbank and this past year I had the privilege of emceeing the Viola Awards. I have also participated in performance art with the BZB Project and was the emcee for the Sound Of Flight mural fundraiser featuring Sky Black and the Mural Mice. I also recently participated in the first year of my two year commitment to the Flagstaff Leadership Program.

Why do you want to serve on the board or commission you listed?

After living in Flagstaff for twelve years I have gained a great love and appreciation of what this town has to offer. I feel that being on this commission would help me to be a better advocate for public art in Flagstaff as well as have the opportunity to be a part of decisions that would impact the future vision of our awesome mountain town. Thank you for the consideration.

By submitting this electronic form, I acknowledge that any information provided above is public information, and I certify that I meet the City Charter requirement of living within the Flagstaff City limits and have read and understand the right to have my application considered in a public meeting.

Please note that all board and commission meetings are streamed live for public viewing.

* indicates required fields.

View any uploaded files by [signing in](#) and then proceeding to the link below:
<http://az-flagstaff3.civicplus.com/Admin/FormHistory.aspx?SID=17602>

The following form was submitted via your website: Board/Commission Application

Date:: 07/23/2015

Board/Commission you wish to serve on:: Beautification & public arts

If applicable, type of seat for which you are qualified::

Name:: Andres Aauto

Home Phone:: 928-607-0054

Home Address:: 324 Kwendrick at.

Zip:: 86001

Mailing Address (If different from above)::

Employer:: Weatherford Hotel

Job Title:: Barkeep

Business Phone::

Cell:: 928-607-0054

E-mail:: Dapperdre.ent@gmail.com

Indicate preferred telephone:: Cell

Please indicate age group:: 18-34

Please indicate education:: College

Number of years living in the Flagstaff area:: 12

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.: I try to support and encourage all aspects of Flagstaff arts and culture. A couple years back I co-curated a fashion photography exhibit at the Flagstaff Photocenter with Jason Hasenbank and this past year I had the privilege of emceeing the Viola Awards. I have also participated in performance art with the BZB Project and was the emcee for the Sound Of Flight mural fundraiser featuring Sky Black and the Mural Mice. I also recently participated in the first year of my two year commitment to the Flagstaff Leadership Program.

Why do you want to serve on the board or commission you listed?: After living in Flagstaff for twelve years I have gained a great love and appreciation of what this town has to offer. I feel that being on this commission would help me to be a better advocate for public art in Flagatsff as well as have the opportunity to be a part of decisions that would I,pact the future vision of our awesome mountain town. Thank you for the consideration.

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**CITY OF FLAGSTAFF
APPLICATION TO SERVE ON A BOARD/COMMISSION**

RETURN TO: CITY CLERK'S OFFICE, 211 WEST ASPEN AVENUE, FLAGSTAFF, AZ 86001

**PLEASE NOTE THAT THIS INFORMATION IS PUBLIC INFORMATION.
ALL BOARD AND COMMISSION MEETINGS ARE LIVE STREAMED FOR PUBLIC VIEWING.**

DATE: 7/20/2015

APPLICATIONS WILL BE KEPT ON FILE FOR ONE YEAR!

BOARD/COMMISSION YOU WISH TO SERVE ON: Beautification & Public Art

IF APPLICABLE, TYPE OF SEAT FOR WHICH YOU ARE QUALIFIED: Commission Member

YOUR NAME: Dan Clark HOME PHONE: 760 7936681

HOME ADDRESS: 4884 Bright Angel Trail ZIP: 86005

MAILING ADDRESS (If Different from Above): _____

EMPLOYER: Retired JOB TITLE: _____

BUS. PHONE: _____ CELL: _____ E-MAIL: _____

PLEASE INDICATE PREFERRED TELEPHONE: HOME WORK CELL

PLEASE INDICATE AGE GROUP: 18-34 35-54 55+

PLEASE INDICATE EDUCATION: High School College Post Graduate

NUMBER OF YEARS LIVING IN THE FLAGSTAFF AREA: 6 months

BACKGROUND INFORMATION: Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

See attached Bio

Why do you want to serve on the board or commission you listed? (Attach additional page if needed.)

Public Service

I UNDERSTAND THAT ANY INFORMATION PROVIDED ABOVE IS PUBLIC INFORMATION AND I CERTIFY THAT I MEET THE CITY CHARTER REQUIREMENT OF LIVING WITHIN THE FLAGSTAFF CITY LIMITS AND HAVE READ AND UNDERSTAND THE RIGHT TO HAVE MY APPLICATION CONSIDERED IN A PUBLIC MEETING.

Dan Clark
Applicant Signature

DAN CLARK

Dan Clark - Mayor

*Elected 11/2012
to 12/2014*



Email: *[Handwritten]*

Phone: *760-793-6681*

Biography

Dan Clark is the first elected Mayor of Ridgecrest. He is a husband, father, grandfather, educator, and community advocate. He was born in Neenah, Wisconsin and is a product of Saint James Elementary School in Redondo Beach, West High School in Torrance and Long Beach State where he obtained a Bachelor in Political Science. Dan also received a Masters in Psychology from the University of Santa Monica. He taught at Trona Junior High for two years before accepting a position as Principal of Saint Ann's Elementary School for three years. His educational journey would then take him to Mesquite High School where he would teach for twenty-six years before retiring in 2010. Additionally, Dan taught at Cerro Coso Community College and was active in youth community sports. He coached football at Burroughs High School, taught basketball at Murray Junior High School and coached youth baseball. He is the proud father of two children - Tim and Dana, two grandchildren - Kayelynn and Colton and the husband of Joann. Dan's passions are his faith, family, community service, golf and traveling with Joann.

- 30 Years of Community Service:
- Gang Risk Intervention Coordinator
- Chief of Police Advisory Member
- Member of Ridgecrest Chamber of Commerce
- Developed, supported and facilitated three 100 Voices Youth Conferences
- NAACP Award for the 100 Voices Youth Conference
- Developed, supported and facilitated 100 Voices Senior Conference
- Developed, supported and facilitated 100 Voices Women's Conference
- Co-developed City of Ridgecrest's Youth Advisory Committee

- Advisor to City of Ridgecrest - Youth Advisory Committee
- Developed Senior Ad-Hoc Committee
- Developed City of Ridgecrest's Arts Council
- Co-developed Teen Court of Ridgecrest
- Wrote and obtained school and community grants - Community Challenge, United Way, and National Foundation for the Improvement of Education
- Developed and supported Work Force Investment Act Grant (Youth Employment Services)
- CEO - East Kern Youth Projects (supporting Teen Court)
- Wal-Mart - Teacher of the Year
- Volunteer of the Year 2000 - Ridgecrest Chamber of Commerce
- Co-developed City of Ridgecrest's ACTION Committee
- Received China Lake Rotary, Paul Harris Fellow Award
- Board of Directors - Desert Area Resources and Training
- Councilmen /Vice Mayor (6 years) City of Ridgecrest
- Former Chair on the Oversight Board to the City of Ridgecrest Successor Redevelopment Agency

Stacy Saltzburg

From: noreply@civicplus.com
Sent: Tuesday, July 28, 2015 2:07 PM
To: Elizabeth Burke; Stacy Saltzburg
Subject: Online Form Submittal: Board/Commission Application

Categories: Green Category

If you are having problems viewing this HTML email, click to view a [Text version](#).

Board/Commission Application

Important Notice:

The City Council may consider appointments to boards and commissions in executive sessions which are closed to the public, and then make the appointments in a public meeting. You have the right, however, to have your application considered in a public meeting by providing a written request to the City Clerk.

Application to Serve on a Board/Commission

Please note that this information is public information.

Date:* 7/28/2015
Board/Commission you wish to serve on:* BPAC

If applicable, type of seat for which you are qualified:

Your Information

Name:*	Erin Joyce	Home Phone:*	8317470982
Home Address:*	914 Summit Ave	Zip:*	86001
Mailing Address (If different from above):			
Employer:*	Self Employed	Job Title:*	Art Curator
Business Phone:		Cell:	
E-mail:*	erin.joyce@live.com		
Indicate preferred telephone:*	<input checked="" type="checkbox"/> Home	<input type="checkbox"/> Cell	
	<input type="checkbox"/> Work		
Please indicate age group:*	<input checked="" type="checkbox"/> 18-34	<input type="checkbox"/> 55+	
	<input type="checkbox"/> 35-54		
Please indicate education:*	<input type="checkbox"/> High School	<input checked="" type="checkbox"/> Post Graduate	
	<input type="checkbox"/> College		
Number of years living in the Flagstaff area:*	14		

Background Information

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

My name is Erin Joyce. I am an independent art curator and art critic based here in Flagstaff. I curate contemporary art exhibitions across the country - with recent shows in New York at Radiator Gallery, Santa Fe at IAIA Museum of Contemporary Native Art, Dallas at WAAS Gallery, and have curated for Coconino Center for the Arts, and will be curating the fall exhibition at Museum of Northern Arizona in the fall of 2015. I also write for Hyperallergic in NYC, Canvas Magazine in Dubai, and teach Museum Studies at Northern Arizona University. I hold a Bachelor of Arts in Art History from the University of North Texas, studied contemporary art at Sotheby's Institute of Art in London, and hold a Master of Arts from Johns Hopkins University. My vast experience in the global art world, as well as my history in Flagstaff - where I was raised and went to secondary school at FALA, makes me a germane candidate for joining BPAC.

Why do you want to serve on the board or commission you listed?

My interest in joining BPAC is based in my love for the Flagstaff community and my intense passion for contemporary and public art. I view public art as a necessary civic service to a community - that helps build awareness, interest, and beauty in the community. I feel that my experience in the art world and my background in working with public art and art exhibitions - coupled with my knowledge of the Flagstaff community - having been raised in Northern Arizona, gives me a unique skill set to bring to the community.

By submitting this electronic form, I acknowledge that any information provided above is public information, and I certify that I meet the City Charter requirement of living within the Flagstaff City limits and have read and understand the right to have my application considered in a public meeting.

Please note that all board and commission meetings are streamed live for public viewing.

* indicates required fields.

View any uploaded files by signing in and then proceeding to the link below:
<http://az-flagstaff3.civicplus.com/Admin/FormHistory.aspx?SID=17722>

The following form was submitted via your website: Board/Commission Application

Date:: 7/28/2015

Board/Commission you wish to serve on:: BPAC

If applicable, type of seat for which you are qualified::

Name:: Erin Joyce

Home Phone:: 8317470982

Home Address:: 914 Summit Ave

Zip:: 86001

Mailing Address (If different from above)::

Employer:: Self Employed

Job Title:: Art Curator

Business Phone::

Cell::

E-mail:: erin.joyce@live.com

Indicate preferred telephone:: Home

Please indicate age group:: 18-34

Please indicate education:: Post Graduate

Number of years living in the Flagstaff area:: 14

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.: My name is Erin Joyce. I am an independent art curator and art critic based here in Flagstaff. I curate contemporary art exhibitions across the country - with recent shows in New York at Radiator Gallery, Santa Fe at IAIA Museum of Contemporary Native Art, Dallas at WAAS Gallery, and have curated for Coconino Center for the Arts, and will be curating the fall exhibition at Museum of Northern Arizona in the fall of 2015. I also write for Hyperallergic in NYC, Canvas Magazine in Dubai, and teach Museum Studies at Northern Arizona University. I hold a Bachelor of Arts in Art History from the University of North Texas, studied contemporary art at Sotheby's Institute of Art in London, and hold a Master of Arts from Johns Hopkins University. My vast experience in the global art world, as well as my history in Flagstaff- where I was raised

and went to secondary school at FALA, makes me a germane candidate for joining BPAC.

Why do you want to serve on the board or commission you listed?: My interest in joining BPAC is based in my love for the Flagstaff community and my intense passion for contemporary and public art. I view public art as a necessary civic service to a community - that helps build awareness, interest, and beauty in the community. I feel that my experience in the art world and my background in working with public art and art exhibitions - coupled with my knowledge of the Flagstaff community - having been raised in Northern Arizona, gives me a unique skill set to bring to the community.

Additional Information:

Form submitted on: 7/28/2015 2:07:17 PM

Submitted from IP Address: 71.37.220.31

Referrer Page: No Referrer - Direct Link

Form Address: <http://az-flagstaff3.civicplus.com/Forms.aspx?FID=166>

CITY OF FLAGSTAFF STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Stacy Saltzburg, Deputy City Clerk
Date: 10/14/2015
Meeting Date: 10/20/2015



TITLE:

Consideration of Appointments: Commission on Diversity Awareness.

RECOMMENDED ACTION:

- Make three appointments to a term expiring September 2018.
- Make two appointments to a term expiring September 2017.
- Make two appointments to a term expiring September 2016.

Executive Summary:

The Commission on Diversity Awareness consists of seven regular citizens who represent the diverse population of Flagstaff. The mission of the commission includes, but is not limited to, fostering mutual understanding, tolerance, respect, and awareness among all citizens; recognizing the different economic, cultural, social, racial, religious, and ethnic groups within the City; cooperating in the development of educational programs dedicated to improving community relations; and enlisting the support of various groups to foster diversity awareness.

There are currently seven seats available. Because the commission has been inactive for some time it is necessary to make staggered appointments as commission authority specifies.

There are eight applications on file for consideration by the Council, they are as follows:

Marian Bitsui (new applicant)
 Robert Duke (new applicant)
 Khalif Durham (new applicant)
 Anne Hart (new applicant)
 Robert Knox (new applicant)
 Caroline McDonald (new applicant)
 Stefan Rosic (new applicant)
 Deborah Shepard (new applicant)

With seven appointments occurring simultaneously, Council may wish to consider discussing the appointments in Executive Session to avoid discussion outside of a public meeting and duplication of appointments.

COUNCIL APPOINTMENT ASSIGNMENT (Each Councilmember will make one appointment):

Councilmember Putzova, Councilmember Oravits, Mayor Nabours, Councilmember Overton, Councilmember Brewster, Councilmember Evans, Vice Mayor Barotz.

Commission on Diversity Awareness

The Commission on Diversity Awareness is committed to fostering mutual understanding, tolerance, awareness, and respect among the citizens of Flagstaff.

Mission Statement:

The Commission on Diversity Awareness improves the communications and sensitivity among the peoples of our community. We are the example of proactive leadership and a community resource on issues of diversity, providing the information and advocacy that brings sensitivity through understanding.

Vision Statement:

The Commission is a leader resource in the community and to the City of Flagstaff Council on issues of diversity. The Commission emphasizes advocacy, harmony, respect and cooperation in all relationships and community involvement at all levels.

Events:

- Diversity Proclamations – proclamations read at City Council to celebrate people groups in Flagstaff
- Heritage Month Events – events held in recognition of national heritage months
- Drums, Dance & Song in Heritage Square – celebration of Race Equality Week, performers and ethnic vendors celebrate various ethnic groups that contribute to Flagstaff's diversity
- Monthly Meetings – held the first Friday of each month, 12:00 p.m. at City Hall with agendas and minutes posted on www.flagstaff.az.gov

Accomplishments:

- Sponsored the Flagstaff Juneteenth celebration hosted by the Coconino County African American Advisory Council
- Partner with Coconino County Native American Advisory Council in the planning and funding of the Native American Heritage Month Breakfast
- Hosted an annual Race Equality Week Festival in Heritage Square
- What Diversity Means to Me student art show and contest
- Diversity T-Shirt event for kids between ages of 8-18 at Cogdill Recreation Center
- What Diversity Means to Me student poem and short story submittals
- Calling all Colors 2-hour program promoting positive interactions between children of different races piloted in Killip and Knoles Elementary Schools in 2007

Last meeting was held in February 2014 where Commission members were discussing partnering or sponsorship opportunities with the Northern Arizona Pride Association in the upcoming Pride Month events, partnering on the Celtic community event, partnering with the Coconino County Native American Advisory Council on an Arab American heritage month and planning a mental health event in October.

In February 2014, Dexter Albert's term expired and he was no longer eligible to serve due to not living within City limits. During the CODA Special Meeting held on February 28, 2014 the other four commission members also announced they would be resigning or not requesting to be reappointed either. This led to the end of the Commission of Diversity Awareness. Dexter Albert reflected in a letter the struggles CODA has experienced with membership and quorums. Another letter received from Jennifer McAleer stated she relocated to California for employment and she stated in her experience there is a lack of interest and involvement from the City which impacted the success of the commission. She stated there was a lack of a strong leader, lack of input from or feedback to the City Council and sufficient resources to accomplish great things.



City of Flagstaff, AZ

DIVERSITY AWARENESS COMMISSION MEMBERS

<u>NAME</u>	<u>APPOINTED</u>	<u>TERM EXPIRES</u>	<u>TRAINING COMPLETED</u>
<u>Z-VACANT,</u>		09/18	No
<u>Z-VACANT,</u>		09/18	No
<u>Z-VACANT,</u>		09/17	No
<u>Z-VACANT,</u>		09/18	No
<u>Z-VACANT,</u>		09/17	No
<u>Z-VACANT,</u>		09/16	No
<u>Z-VACANT,</u>		09/16	No

Staff Representative: Jared Turner

As Of: October 08, 2015

**CHAPTER 2-08
COMMISSION ON DIVERSITY AWARENESS**

SECTIONS:

- 2-08-001-0001 DECLARATION OF POLICY:
- 2-08-001-0002 CREATION OF COMMISSION:
- 2-08-001-0003 TERMS OF OFFICE:
- 2-08-001-0004 FUNCTIONS:
- 2-08-001-0005 MEETINGS; ATTENDANCE:

2-08-001-0001 DECLARATION OF POLICY:

There is hereby established the Commission on Diversity Awareness. It shall be the Commission's duty to advise the City Council on issues and methods in promoting diversity awareness within the City of Flagstaff.

(Ord. 2000-26, Amended, 11/17/2000)

2-08-001-0002 CREATION OF COMMISSION:

There is hereby created the Commission on Diversity Awareness which shall consist of seven (7) regular members who shall be appointed by the City Council. A Chairperson shall be selected by a majority vote of those members at a meeting called for that purpose. (Ord. 2001-07, Amended, 03/06/2001; Ord. 2000-26, Amended, 11/17/2000; Ord. No. 2007-06, Amended 02/05/2007; Ord. No. 2011-06, Amended 05/17/2011; Ord. 2014-28, Amended, 11/18/2014)

2-08-001-0003 TERMS OF OFFICE:

Terms shall be for three years except for the first appointments to create staggered terms. The City Council shall appoint three members for three (3) year terms, two members for two (2) year terms, and two members for one (1) year terms. After the initial appointment all terms, including alternates, thereafter will be three (3) year terms. The City Council will make every effort to recruit and appoint those individuals that represent the diverse population of Flagstaff and who have demonstrated an interest in minority issues, or promoting those issues of cultural diversity.

(Ord. 2000-26, Amended, 11/17/2000; Ord. No. 2011-06, Amended 05/17/2011)

2-08-001-0004 FUNCTIONS:

The duties of the Commission shall include, but not be limited to:

- A. Fostering mutual understanding, tolerance, respect and awareness among all citizens within the City of Flagstaff; recognizing the different economic, cultural, social, racial, religious and ethnic groups within the City; cooperating in the development of educational programs dedicated to improvement of community relations with and to enlist the support of various groups to foster diversity awareness.
- B. Developing recommendations for the Mayor and City Council to assist in developing any policies required to respond to the concerns and needs of those in the community and on the Commission in the promotion of diversity awareness.

- C. Advising and assisting the City Council on ways to educate the community on diversity awareness and developing ways to disseminate such information through surveys, studies, forums, workshops, brochures or other events.
- D. Developing and providing public forums for identifying and discussing issues of interest relating to the area of diversity awareness.
- E. Acting as an information or referral group to assist individuals, organizations and employers in an effort to aid the community towards greater understanding and respect for diversity awareness among all individuals.

(Ord. 2000-26, Amended, 11/17/2000)

2-08-001-0005 MEETINGS; ATTENDANCE:

A quorum shall be one (1) more than half of the voting membership of the Commission.

The Commission shall meet at such times, dates and locations as determined by the members except that the Chairperson may call a special meeting with not less than twenty-four (24) hours' notice.

A regular member who is absent for two (2) consecutive unexcused regular meetings may be removed from the Commission by a vote of the City Council upon recommendation of the Commission. (Ord. 2000-26, Add, 11/17/2000; Ord. No. 2007-06, Amended 02/06/2007; Ord. No. 2011-06, Amended 05/17/2011; Ord. 2014-28, Amended, 11/18/2014)



City of Flagstaff, AZ

DIVERSITY AWARENESS COMMISSION APPLICANTS

<u>NAME</u>	<u>APPOINTED</u>	<u>TERM EXPIRES</u>	<u>TRAINING COMPLETED</u>
<u>Bitsui, Marian</u> Social Marketing & Public Education Coordinator/Native Americans for Community Action, Inc. 1105 E. Ponderosa Pkwy #114 Flagstaff, AZ 86001 Home Phone: 928-637-3691			No
<u>Duke, Robert</u> Telemetry Tech/Northern Arizona Healthcare 3935 S. Yaqui Dr. #1b Flagstaff, AZ 86005 Cell Phone: 928-514-8113			No
<u>Durham, Khalif</u> CEO/Director/Self 1210 Davis Way Flagstaff, AZ 86004 Home Phone: 928-774-8606			No
<u>Hart, Anne</u> Professor/Retired 1688 W. University Heights Dr. S. Flagstaff, AZ 86005 Home Phone: 928-226-0773			No
<u>Knox, Robert</u> Teacher's Assistant/Northern Arizona University 300 E. McConnell Drive Flagstaff, AZ 86001 Cell Phone: 585-451-8008			No



City of Flagstaff, AZ

McDonald, Caroline

No

Evaluator/Native Americans for Community
Action
3400 S. Kofa Dr. #15-160
Flagstaff, AZ 86005
Home Phone: 928-814-0313

Rosic, Stefan

No

Mentor/Senator/NAU (Inclusion & Multicultural
Services and ASNAU)
2800 S. Highland Mesa Rd. #13-206C
Flagstaff, AZ 86001
Cell Phone: 602-358-9896

Shepard, Deborah

No

Admin Associate/NAU e-Learning Center
2340 N. Earle Dr.
Flagstaff, AZ 86004
Cell Phone: 928-607-0731

Staff Representative: Jared Turner

As Of: October 08, 2015

Stacy Saltzburg

From: noreply@civicplus.com
Sent: Tuesday, July 28, 2015 11:18 AM
To: Elizabeth Burke; Stacy Saltzburg
Subject: Online Form Submittal: Board/Commission Application

Categories: Green Category

If you are having problems viewing this HTML email, click to view a [Text version](#).

Board/Commission Application

Important Notice:

The City Council may consider appointments to boards and commissions in executive sessions which are closed to the public, and then make the appointments in a public meeting. You have the right, however, to have your application considered in a public meeting by providing a written request to the City Clerk.

Application to Serve on a Board/Commission

Please note that this information is public information.

Date:* 07/28/2015
Board/Commission you wish to serve on:* Commission on Diversity Awareness
If applicable, type of seat for which you are qualified:

Your Information

Name:* Marian K. Bitsui
Home Address:* 1105 E Ponderosa Pkwy Apt 114
Mailing Address (If different from above):
Employer:* Native Americans for Community Action, Inc
Business Phone: 928-526-2968
E-mail:* mkbitsui@gmail.com
Indicate preferred telephone:* (X) Home () Cell
() Work
Please indicate age group:* (X) 18-34 () 55+
() 35-54
Please indicate education:* () High School () Post Graduate
(X) College
Number of years living in the Flagstaff area:* 10

Background Information

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

I have worked in Public Health for the last 3 years. Firstly, as a Marketing & Recruiting Specialist. I was able to meet with many partners and agencies and see the resources our community has. Secondly, I am now a Social Marketing & Public Education coordinator. For me to do both jobs successfully, I have to have a strong component of the community voice in my research. That is the key to my job. I believe that is also the key to many other things; including serving on a board. I have been a program manager and a events coordinator. In those positions, accountability was important. I am passionate about helping our community. I have planned community activities, like week long wellness camps for Native American children and special events to promote family and coping skills. I feel I am very skilled and would be an asset to any board.

Why do you want to serve on the board or commission you listed?

I was born and raised on the Navajo Indian reservation, until I relocated to Flagstaff for post secondary pursuits. I have remained here and am deeply committed to raising my family here. I have two children ages 8 and 11, and they too love Flagstaff. With a city like ours, there's culture and diversity spanning the globe. I love that my family gets to experience that. I also understand as a "transplant", that its difficult to find our niche and it took me a few years to

really feel a part of the community. I would like to make Flagstaff as inclusive as possible, so everyone can fit in "overnight." I also recognize the importance recent culture has shown on "race relations". We all need to support one another, and this is how I can do that.

By submitting this electronic form, I acknowledge that any information provided above is public information, and I certify that I meet the City Charter requirement of living within the Flagstaff City limits and have read and understand the right to have my application considered in a public meeting.

Please note that all board and commission meetings are streamed live for public viewing.

* indicates required fields.

View any uploaded files by [signing in](#) and then proceeding to the link below:
<http://az-flagstaff3.civicplus.com/Admin/FormHistory.aspx?SID=17715>

The following form was submitted via your website: Board/Commission Application

Date:: 07/28/2015

Board/Commission you wish to serve on:: Commission on Diversity Awareness

If applicable, type of seat for which you are qualified::

Name:: Marian K. Bitsui

Home Phone:: 928-637-3691

Home Address:: 1105 E Ponderosa Pkwy Apt 114

Zip:: 86001

Mailing Address (If different from above)::

Employer:: Native Americans for Community Action, Inc

Job Title:: Social Marketing & Public Education Coordinator

Business Phone:: 928-526-2968

Cell::

E-mail:: mkbitsui@gmail.com

Indicate preferred telephone:: Home

Please indicate age group:: 18-34

Please indicate education:: College

Number of years living in the Flagstaff area:: 10

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.: I have worked in Public Health for the last 3 years. Firstly, as a Marketing & Recruiting Specialist. I was able to meet with many partners and agencies and see the resources our community has.

Secondly, I am now a Social Marketing & Public Education coordinator. For me to do both jobs successfully, I have to have a strong component of the community voice in my research. That is the key to my job. I believe that is also the key to many other things; including serving on a board. I have been a program manager and a events coordinator. In those positions, accountability was important. I am passionate about helping our community. I have planned community activities, like week long wellness camps for Native American children and special events to promote family and coping skills. I feel I am very skilled and would be an asset to any board.

Why do you want to serve on the board or commission you listed?: I was born and raised on the Navajo Indian reservation, until I relocated to Flagstaff for post secondary pursuits. I have remained here and am deeply committed to raising my family here. I have two children ages 8 and 11, and they too love Flagstaff. With a city like ours, there's culture and diversity spanning the globe. I love that my family gets to experience that. I also understand as a "transplant", that its difficult to find our niche and it took me a few years to really feel a part of the community. I would like to make Flagstaff as inclusive as possible, so everyone can fit in "overnight." I also recognize the importance recent culture has shown on "race relations". We all need to support one another, and this is how I can do that.

Additional Information:

Form submitted on: 7/28/2015 11:18:24 AM

Submitted from IP Address: 24.156.37.47

Referrer Page: <http://www.flagstaff.az.gov/index.aspx?nid=994>

Form Address: <http://az-flagstaff3.civicplus.com/Forms.aspx?FID=166>

IMPORTANT NOTICE: The City Council may consider appointments to boards and commissions in executive sessions which are closed to the public, and then make the appointments in a public meeting. You have the right, however, to have your application considered in a public meeting by providing a written request to the City Clerk.

**CITY OF FLAGSTAFF
APPLICATION TO SERVE ON A BOARD/COMMISSION**

RETURN TO: CITY CLERK'S OFFICE, 211 WEST ASPEN AVENUE, FLAGSTAFF, AZ 86001

**PLEASE NOTE THAT THIS INFORMATION IS PUBLIC INFORMATION.
APPLICATIONS WILL BE KEPT ON FILE FOR ONE YEAR!**

DATE: 06/04/2015

BOARD/COMMISSION YOU WISH TO SERVE ON: Diversity Awareness Commission

IF APPLICABLE, TYPE OF SEAT FOR WHICH YOU ARE QUALIFIED: _____

YOUR NAME: Robert Daniel Duke HOME PHONE: _____

HOME ADDRESS: 3935 S Yagui drive #10 Flag AZ ZIP: 86005

MAILING ADDRESS (if Different from Above): PO Box 1643 Flag AZ 86002

EMPLOYER: Northern Arizona Healthcare JOB TITLE: Telemetry Tech

BUS. PHONE: _____ CELL: 928 514 8113 E-MAIL: Saabzavior@hotmail.com

PLEASE INDICATE PREFERRED TELEPHONE: HOME WORK CELL

PLEASE INDICATE AGE GROUP: 18-34 35-54 55+

PLEASE INDICATE EDUCATION: High School College Post Graduate

NUMBER OF YEARS LIVING IN THE FLAGSTAFF AREA: 29 years

BACKGROUND INFORMATION: Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

with my life long residence in flagstaff, I have high knowledge and experience and interest in our unique community. high understanding of cultural awareness, activities available and maintaining positive interactions among our very diverse population.

Why do you want to serve on the board or commission you listed? (Attach additional page if needed.)

By being on this commission it would allow me to grow as a resident and share through my community involvement encourage tolerance, respect and awareness of our communities diversity among all residents.

I UNDERSTAND THAT ANY INFORMATION PROVIDED ABOVE IS PUBLIC INFORMATION AND I CERTIFY THAT I MEET THE CITY CHARTER REQUIREMENT OF LIVING WITHIN THE FLAGSTAFF CITY LIMITS AND HAVE READ AND UNDERSTAND THE RIGHT TO HAVE MY APPLICATION CONSIDERED IN A PUBLIC MEETING.

Robert Daniel Duke 6/4/15
Applicant Signature

Robert Daniel Duke

P.O. Box 1643, Flagstaff, AZ, 86002
(928) 514-8113 saabsaviur@hotmail.com

Objective:

To implement the full spectrum of my professional knowledge and experience in a dynamic and diverse cultural environment while interacting as part of a group in order to achieve increased awareness and further the diversity of my home city.

Work Experience

Body Piercer/ Shop Manager Woody's Old School Tattoos & Piercings 2012-present

- Work directly with clients to provide creative but safe piercing opportunities while maintaining the highest levels of cleanliness and medical professionalism.
- Manage all forms of daily shop operations including inventory, quality assurance, payment processing, marketing, budgeting, and customer service management.
- Consistently create multiple successful charity and community fundraisers focused on business growth, public support, neighborhood awareness and togetherness.

Telemetry Technician/ CNA Flagstaff Medical Center 2007-present

- Admit and monitor multitudes of patients habitually while following strict medical guidelines and orders so to provide the best medical experience possible to patients.
- Rapidly resolve complex technical malfunctions and work as part of a fast paced medical team while monitoring supplies, administering care, and meeting standards.
- Compassionately administer care while working with patients on a personal level to develop lasting positive impressions and improve their standard of living.

Certified Diamond/ Jewelry Consultant Gordon's Jewelers 2003-2006

- Conducted reliable sales of high value commodities in a high traffic and complex work environment while engaging in public activities and meeting goals.
- Networked with customers and colleagues to develop a reliable clientele and maintain a positive image of myself, the product, and the company.
- Strictly followed safety protocols and management guidelines while maintaining the quality and representation of product.

Education

- 2005-2010 Coconino Community College Flagstaff, Arizona
Completed programs for emergency medical technician, general nursing studies, and certified nursing assistant
- 2000-2005 Coconino High School Flagstaff, Arizona
Graduates diploma in general studies

Professional Attributes

- Eagle Scout
- OSHA workplace safety and CPR/ First Aid certified
- Blood Born Pathogen certified
- Coconino County Body Art Certified

Robert Daniel Duke

P.O. Box 1643, Flagstaff, AZ, 86002
(928) 514-8113 saabsaviur@hotmail.com

References

Jane Tresize

Registered Nurse & Site Director, Nurses Network Inc.
624 N. Humphreys St., #1
Flagstaff, AZ 86001
(928) 556-0755

Joel Winchester

Sheriff Deputy, Coconino County Sheriff's Department
911 E Sawmill Rd
Flagstaff, AZ 86001
(928) 774-4523

Sandra Cameron

Telemetry Technician, Flagstaff Medical Center
P.O. Box 277
Tuba City, AZ 86045
(928) 310-0381

Woody Stone

Owner/ Head Tattoo Artist, Woody's Old School Tattoos and Piercings
123 S. San Francisco
Flagstaff, AZ 86001
(928) 221-3938

Justin Nanni

Personal Banker, Wells Fargo (character reference)
1201 E. Ponderosa Pkwy, Apt 253
Flagstaff, AZ 86001
(520) 331-8687

Brandon Malin

Ortho Technician, Banner Health (character reference)
4733 W. Mcrae Wy.
Glendale, AZ 85308
(928) 600-5666

Stacy Saltzburg

From: noreply@civicplus.com
Sent: Wednesday, January 28, 2015 4:39 PM
To: Elizabeth Burke; Stacy Saltzburg
Subject: Online Form Submittal: Board/Commission Application

Categories: Green Category

If you are having problems viewing this HTML email, click to view a [Text version](#).

Board/Commission Application

Important Notice:

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Application to Serve on a Board/Commission

Please note that this information is public information.

Date:* 01/28/2015
Board/Commission you wish to serve on:* Diversity Awareness Commission
If applicable, type of seat for which you are qualified:

Your Information

Name:* Khalif Durham Home Phone:* 928.774.8606
Home Address:* 1210 Davis Way Zip:* 86004
Mailing Address (If different from above):
Employer:* Self Job Title:* CEO/Director
Business Phone: Cell:
E-mail:* achievepr@gmail.com
Indicate preferred telephone:*
(X) Home () Cell
() Work
Please indicate age group:*
() 18-34 () 55+
(X) 35-54
Please indicate education:*
() High School () Post Graduate
(X) College
Number of years living in the Flagstaff area:* 6

Background Information

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

I'm a multi-cultural resident. Have strong community ties in local businesses, clubs and organizations. Believe and practice sustainable community relations.

Why do you want to serve on the board or commission you listed?

Because the City of Flagstaff is diverse and supportive community. Thee city needs to reflect that in it's agendas.

By submitting this electronic form, I acknowledge that any information provided above is public information, and I certify that I meet the City Charter requirement of living within the Flagstaff City limits and have read and understand the right to have my application considered in a public meeting.

* indicates required fields.

View any uploaded files by [signing in](#) and then proceeding to the link below:
<http://az-flagstaff3.civicplus.com/Admin/FormHistory.aspx?SID=14600>

The following form was submitted via your website: Board/Commission Application

Date:: 01/28/2015

Board/Commission you wish to serve on:: Diversity Awareness Commission

If applicable, type of seat for which you are qualified::

Name:: Khalif Durham

Home Phone:: 928.774.8606

Home Address:: 1210 Davis Way

Zip:: 86004

Mailing Address (If different from above)::

Employer:: Self

Job Title:: CEO/Director

Business Phone::

Cell::

E-mail:: achievepr@gmail.com

Indicate preferred telephone:: Home

Please indicate age group:: 35-54

Please indicate education:: College

Number of years living in the Flagstaff area:: 6

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.: I'm a multi-cultural resident. Have strong community ties in local businesses, clubs and organizations. Believe and practice sustainable community relations.

Why do you want to serve on the board or commission you listed?: Because the City of Flagstaff is diverse and supportive community. Thee city needs to reflect that in it's agendas.

Additional Information:

Form submitted on: 1/28/2015 4:38:44 PM

Submitted from IP Address: 24.156.121.36

Referrer Page: <http://www.flagstaff.az.gov/index.aspx?NID=1886>

Form Address: <http://az-flagstaff3.civicplus.com/Forms.aspx?FID=166>

Stacy Saltzburg

From: noreply@civicplus.com
Sent: Thursday, May 21, 2015 12:24 PM
To: Elizabeth Burke; Stacy Saltzburg
Subject: Online Form Submittal: Board/Commission Application

Categories: Green Category

If you are having problems viewing this HTML email, click to view a [Text version](#).

Board/Commission Application

Important Notice:

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Application to Serve on a Board/Commission

Please note that this information is public information.

Date:* 05/21/15
Board/Commission you wish to serve on:* Diversity commission
If applicable, type of seat for which you are qualified:

Your Information

Name:*	Anne Hart	Home Phone:*	928-226-0773
Home Address:*	1688 W University Heights Dr S	Zip:*	86005
Mailing Address (If different from above): Employer:*	Retired	Job Title:*	Retired professor
Business Phone: E-mail:*	axwpgart@gmail.com	Cell:	
Indicate preferred telephone:*	<input checked="" type="checkbox"/> Home <input type="checkbox"/> Work	<input type="checkbox"/> Cell	
Please indicate age group:*	<input type="checkbox"/> 18-34 <input type="checkbox"/> 35-54	<input checked="" type="checkbox"/> 55+	
Please indicate education:*	<input type="checkbox"/> High School <input type="checkbox"/> College	<input checked="" type="checkbox"/> Post Graduate	
Number of years living in the Flagstaff area:*	18		

Background Information

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

I am a retired NAU professor and now have the time to contribute to this community I call home. I am an out lesbian who appreciates our mostly affirming community and the equality measures we have, and I would like to see more appreciation of and respect for diversity in our town. I do a lot of volunteer work with international sports organizations and have developed good communications skills and abilities to work with very diverse cultures.

Why do you want to serve on the board or commission you listed?

I am a lesbian and experience issues of diversity each and every day now and throughout my adult life. I would like to be more involved in our wonderful mountain town community.

By submitting this electronic form, I acknowledge that any information provided above is public information, and I certify that I meet the City Charter requirement of living within the Flagstaff City limits and have read and understand the right to have my application considered in a public meeting.

* indicates required fields.

View any uploaded files by [signing in](#) and then proceeding to the link below:
<http://az-flagstaff3.civicplus.com/Admin/FormHistory.aspx?SID=16195>

The following form was submitted via your website: Board/Commission Application

Date:: 05/21/15

Board/Commission you wish to serve on:: Diversity commission

If applicable, type of seat for which you are qualified::

Name:: Anne Hart

Home Phone:: 928-226-0773

Home Address:: 1688 W University Heights Dr S

Zip:: 86005

Mailing Address (If different from above)::

Employer:: Retired

Job Title:: Retired professor

Business Phone::

Cell::

E-mail:: axwpgart@gmail.com

Indicate preferred telephone:: Home

Please indicate age group:: 55+

Please indicate education:: Post Graduate

Number of years living in the Flagstaff area:: 18

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.: I am a retired NAU professor and now have the time to contribute to this community I call home. I am an out lesbian who appreciates our mostly affirming community and the equality measures we have, and I would like to see more appreciation of and respect for diversity in our town. I do a lot of volunteer work with international sports organizations and have developed good communications skills and abilities to work with very diverse cultures.

Why do you want to serve on the board or commission you listed?: I am a lesbian and experience issues of diversity each and every day now and throughout my adult life. I would like to be more involved in our wonderful mountain town community.

Stacy Saltzburg

From: noreply@civicplus.com
Sent: Thursday, December 11, 2014 10:53 PM
To: Elizabeth Burke; Stacy Saltzburg
Subject: Online Form Submittal: Board/Commission Application

Categories: Green Category

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Board/Commission Application

Important Notice:

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Application to Serve on a Board/Commission

Please note that this information is public information.

Date:* 12/11/2014
Board/Commission you wish to serve on:* Commission on Diversity Awareness
If applicable, type of seat for which you are qualified:

Your Information

Name:* Robert Knox Home Phone:* 585-451-8008
Home Address:* 300 E McConnell Drive Zip:* 86001
Mailing Address (If different from above):
Employer:* Northern Arizona University Job Title:* Teacher's Assistant
Business Phone: Cell:
E-mail:* Rak244@nau.edu
Indicate preferred telephone:*
(X) Home () Cell
() Work
Please indicate age group:*
(X) 18-34 () 55+
() 35-54
Please indicate education:*
() High School () Post Graduate
(X) College
Number of years living in the Flagstaff area:* 2

Background Information

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

I am a junior at Northern Arizona University majoring in political science with a minor in international relations. Being a political science major, it is of paramount importance that I must have a firm grasp of history that has ultimately shaped the political and social relations in society today. Flagstaff is particularly interesting in this sense because it is extremely diverse. Flagstaff is home to all the class structures in the United States today. In addition, there is a strong sense of cultural heritage due to Native American history in northern Arizona. Having a genuine interest in political theory and social relations has made this commission especially interesting to me because issues concerning diversity and social inequality are what I study and devote time to on a daily basis. This wouldn't be something new to me.

Why do you want to serve on the board or commission you listed?

I believe that the City of Flagstaff must have the perspective of youth on boards and commissions--particularly in the Commission on Diversity Awareness. In a town that is known for its culture and the presence of youth thanks to Northern Arizona University, it is highly important that we recognize the depth of our diversity in Northern Arizona and take advantage of the opportunity to cultivate the minds of the youth in this area. I believe that by being on this board, I truly can bring a perspective that is not represented enough in local government.

By submitting this electronic form, I acknowledge that any information provided above is public information, and I certify that I meet the City Charter requirement of living within the Flagstaff City limits and have read and understand the right to have my application considered in a public meeting.

* indicates required fields.

View any uploaded files by [signing in](#) and then proceeding to the link below:
<http://az-flagstaff3.civicplus.com/Admin/FormHistory.aspx?SID=13989>

The following form was submitted via your website: Board/Commission Application

Date:: 12/11/2014

Board/Commission you wish to serve on:: Commission on Diversity Awareness

If applicable, type of seat for which you are qualified::

Name:: Robert Knox

Home Phone:: 585-451-8008

Home Address:: 300 E McConnell Drive

Zip:: 86001

Mailing Address (If different from above)::

Employer:: Northern Arizona University

Job Title:: Teacher's Assistant

Business Phone::

Cell::

E-mail:: Rak244@nau.edu

Indicate preferred telephone:: Home

Please indicate age group:: 18-34

Please indicate education:: College

Number of years living in the Flagstaff area:: 2

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.: I am a junior at Northern Arizona University majoring in political science with a minor in international relations. Being a political science major, it is of paramount importance that I must have a firm grasp of history that has ultimately shaped the political and social relations in society today. Flagstaff is particularly interesting in this sense because it is extremely diverse. Flagstaff is home to all the class structures in the United States today. In addition, there is a strong sense of cultural heritage due to Native American history in northern Arizona. Having a genuine interest in political theory and social relations has made this commission especially interesting to me because issues concerning diversity and social inequality are what I study and devote time to on a daily basis. This wouldn't be something new to me.

Why do you want to serve on the board or commission you listed?: I believe that the City of Flagstaff must have the perspective of youth on boards and commissions--particularly in the Commission on Diversity Awareness. In a town that is known for its culture and the presence of youth thanks to Northern Arizona University, it is highly important that we recognize the depth of our diversity in Northern Arizona and take advantage of the opportunity to cultivate the minds of the youth in this area. I believe that by being on this board, I truly can bring a perspective that is not represented enough in local government.

Additional Information:

Form submitted on: 12/11/2014 10:52:42 PM

Submitted from IP Address: 75.172.130.120

Referrer Page: <http://www.flagstaff.az.gov/index.aspx?NID=1883>

Form Address: <http://az-flagstaff3.civicplus.com/Forms.aspx?FID=166>

Stacy Saltzburg

From: noreply@civicplus.com
Sent: Tuesday, July 28, 2015 11:13 AM
To: Elizabeth Burke; Stacy Saltzburg
Subject: Online Form Submittal: Board/Commission Application

Categories: Green Category

If you are having problems viewing this HTML email, click to view a [Text version](#).

Board/Commission Application

Important Notice:

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Application to Serve on a Board/Commission

Please note that this information is public information.

Date:* 7/28/2015
Board/Commission you wish to serve on:* Commission on Diversity Awareness
If applicable, type of seat for which you are qualified:

Your Information

Name:*	Caroline McDonald	Home Phone:*	928 814 0313
Home Address:*	3400 S Kofa Drive #15-160, Flagstaff, AZ	Zip:*	86005
Mailing Address (If different from above):			
Employer:*	Native Americans for Community Action	Job Title:*	Evaluator
Business Phone:		Cell:	
E-mail:*	cmcdonald@nacainc.org		
Indicate preferred telephone:*	<input checked="" type="checkbox"/> Home <input type="checkbox"/> Work	<input type="checkbox"/> Cell	
Please indicate age group:*	<input checked="" type="checkbox"/> 18-34 <input type="checkbox"/> 35-54	<input type="checkbox"/> 55+	
Please indicate education:*	<input type="checkbox"/> High School <input type="checkbox"/> College	<input checked="" type="checkbox"/> Post Graduate	
Number of years living in the Flagstaff area:*	11 years		

Background Information

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

I currently work for a program focused on improving mental health services and subsequent outcomes for Native American youth. Coming from a culture that makes up a huge percentage of the Flagstaff community I think it is extremely important to have that Native American voice on the Commission for Diversity Awareness.

Why do you want to serve on the board or commission you listed?

I represent several different populations...Native American, LGBTQ, women, multiethnic and multicultural. I want to serve on the commission because I believe very much in acceptance through positive representation in a community. Flagstaff is one of the most diverse communities in Arizona and I want to keep that as one of Flagstaff's strongest points.

By submitting this electronic form, I acknowledge that any information provided above is public information, and I certify that I meet the City Charter requirement of living within the Flagstaff City limits and have read and understand the right to have my application considered in a public meeting.

Please note that all board and commission meetings are streamed live for public viewing.

* indicates required fields.

View any uploaded files by signing in and then proceeding to the link below:

<http://az-flagstaff3.civicplus.com/Admin/FormHistory.aspx?SID=17714>

The following form was submitted via your website: Board/Commission Application

Date:: 7/28/2015

Board/Commission you wish to serve on:: Commission on Diversity Awareness

If applicable, type of seat for which you are qualified::

Name:: Caroline McDonald

Home Phone:: 928 814 0313

Home Address:: 3400 S Kofa Drive #15-160, Flagstaff, AZ

Zip:: 86005

Mailing Address (If different from above)::

Employer:: Native Americans for Community Action

Job Title:: Evaluator

Business Phone::

Cell::

E-mail:: cmcdonald@nacainc.org

Indicate preferred telephone:: Home

Please indicate age group:: 18-34

Please indicate education:: Post Graduate

Number of years living in the Flagstaff area:: 11 years

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.: I currently work for a program focused on improving mental health services and subsequent outcomes for Native American youth. Coming from a culture that makes up a huge percentage of the Flagstaff community I think it is extremely important to have that Native American voice on the Commission for Diversity Awareness.

Why do you want to serve on the board or commission you listed?: I represent several different populations...Native American, LGBTQ, women, multiethnic and multicultural. I want to serve on the commission because I believe very much in acceptance through positive representation in a community. Flagstaff is one of the most diverse communities in Arizona and I want to keep that as one of Flagstaff's

strongest points.

Additional Information:

Form submitted on: 7/28/2015 11:13:24 AM

Submitted from IP Address: 24.156.37.47

Referrer Page: No Referrer - Direct Link

Form Address: <http://az-flagstaff3.civicplus.com/Forms.aspx?FID=166>

Stacy Saltzburg

From: noreply@civicplus.com
Sent: Friday, May 22, 2015 3:03 PM
To: Elizabeth Burke; Stacy Saltzburg
Subject: Online Form Submittal: Board/Commission Application

Categories: Green Category

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Board/Commission Application

Important Notice:

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Application to Serve on a Board/Commission

Please note that this information is public information.

Date:* 5/22/2015
Board/Commission you wish to serve on:* Diversity Commission
If applicable, type of seat for which you are qualified:

Your Information

Name:*	Stefan Rosic	Home Phone:*	6023589896
Home Address:*	2800 S. Highland Mesa Road Apt #13-206C	Zip:*	86001
Mailing Address (If different from above):	2800 S. Highland Mesa Road Apt #13-206C	Job Title:*	Mentor/Senator
Employer:*	NAU (Inclusion and Multicultural Services and ASNAU)		
Business Phone:	6023589896	Cell:	6023589896
E-mail:*	sr688@nau.edu		
Indicate preferred telephone:*	<input type="checkbox"/> Home <input type="checkbox"/> Work	<input checked="" type="checkbox"/> Cell	
Please indicate age group:*	<input checked="" type="checkbox"/> 18-34 <input type="checkbox"/> 35-54	<input type="checkbox"/> 55+	
Please indicate education:*	<input type="checkbox"/> High School <input checked="" type="checkbox"/> College	<input type="checkbox"/> Post Graduate	
Number of years living in the Flagstaff area:*	3		

Background Information

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

Since coming to NAU to study spanish and political science I have involved myself in quite a bit of things in this community: -9 months of interning with Ann Kirkpatrick Campaign (3 month finance fellowship) -1 year peer advisor role with a first generation college program at NAU called the star program -I ran for NAU student government to increase diversity and have exciting plans for next year -I will also be mentoring 1st year lgbt/students of color - Worked alongside the Coconino County Democrats -Member of Mecha de NAU -Member of Young Democrats

Why do you want to serve on the board or commission you listed?

I would like to serve on this commission because I feel like there needs to be someone form of youth representation outside the parameters of professionals. I think having someone young who can try my hardest to represent young adults in flagstaff (both at NAU and young residents outside of the campus) would really help the Flagstaff City Council gain a better understanding of a demographic not always as involved in government and politics. Serving on this commission would allow me to use my voice and my position for the good of my community and increase my understanding of others in this town as well.

By submitting this electronic form, I acknowledge that any information provided above is public information, and I certify that I meet the City Charter requirement of living within the Flagstaff City limits and have read and understand the right to have my application considered in a public meeting.

* indicates required fields.

View any uploaded files by signing in and then proceeding to the link below:
<http://az-flagstaff3.civicplus.com/Admin/FormHistory.aspx?SID=16224>

The following form was submitted via your website: Board/Commission Application

Date:: 5/22/2015

Board/Commission you wish to serve on:: Diversity Commission

If applicable, type of seat for which you are qualified::

Name:: Stefan Rosic

Home Phone:: 6023589896

Home Address:: 2800 S. Highland Mesa Road Apt #13-206C

Zip:: 86001

Mailing Address (If different from above):: 2800 S. Highland Mesa Road Apt #13-206C

Employer:: NAU (Inclusion and Multicultural Services and ASNAU)

Job Title:: Mentor/Senator

Business Phone:: 6023589896

Cell:: 6023589896

E-mail:: sr688@nau.edu

Indicate preferred telephone:: Cell

Please indicate age group:: 18-34

Please indicate education:: College

Number of years living in the Flagstaff area:: 3

Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.: Since coming to NAU to study spanish and political science I have involved myself in quite a bit of things in this community:

- 9 months of interning with Ann Kirkpatrick Campaign (3 month finance fellowship)
- 1 year peer advisor role with a first generation college program at NAU called the star program
- I ran for NAU student government to increase diversity and have exciting plans for next year
- I will also be mentoring 1st year lgbt/students of color
- Worked alongside the Coconino County Democrats

- Member of Mecha de NAU
- Member of Young Democrats

Why do you want to serve on the board or commission you listed?: I would like to serve on this commission because I feel like there needs to be someone form of youth representation outside the parameters of professionals. I think having someone young who can try my hardest to represent young adults in flagstaff (both at NAU and young residents outside of the campus) would really help the Flagstaff City Council gain a better understanding of a demographic not always as involved in government and politics. Serving on this commission would allow me to use my voice and my position for the good of my community and increase my understanding of others in this town as well.

Additional Information:

Form submitted on: 5/22/2015 3:03:28 PM

Submitted from IP Address: 98.165.10.179

Referrer Page: <http://flagstaff.az.gov/index.aspx?nid=994>

Form Address: <http://az-flagstaff3.civicplus.com/Forms.aspx?FID=166>

IMPORTANT NOTICE: The City Council may consider appointments to boards and commissions in executive sessions which are closed to the public, and then make the appointments in a public meeting. You have the right, however, to have your application considered in a public meeting by providing a written request to the City Clerk.

CITY OF FLAGSTAFF
APPLICATION TO SERVE ON A BOARD/COMMISSION

RETURN TO: CITY CLERK'S OFFICE, 211 WEST ASPEN AVENUE, FLAGSTAFF, AZ 86001

PLEASE NOTE THAT THIS INFORMATION IS PUBLIC INFORMATION.
APPLICATIONS WILL BE KEPT ON FILE FOR ONE YEAR!

DATE: March 27, 2015

BOARD/COMMISSION YOU WISH TO SERVE ON: Diversity Awareness

IF APPLICABLE, TYPE OF SEAT FOR WHICH YOU ARE QUALIFIED: _____

YOUR NAME: Deborah Shepard HOME PHONE: 928-607-0731

HOME ADDRESS: 2340 N Earle Drive, Flagstaff, AZ ZIP: 86004

MAILING ADDRESS (if Different from Above): _____

EMPLOYER: NAU e-Learning Center JOB TITLE: Admin Associate

BUS. PHONE: 928-523-1239 CELL: 928-607-0731 E-MAIL: dts214@hotmail.com

PLEASE INDICATE PREFERRED TELEPHONE: HOME WORK CELL

PLEASE INDICATE AGE GROUP: 18-34 35-54 55+

PLEASE INDICATE EDUCATION: High School College Post Graduate

NUMBER OF YEARS LIVING IN THE FLAGSTAFF AREA: 10 years

BACKGROUND INFORMATION: Please explain how your community activities and other relevant experience/interests are applicable to this board or commission.

I'm a member of the Museum of Northern Arizona, the Arboretum, Lowell Observatory, Artists Coalition and Flagstaff Arts Council - so my interests are diverse. I have volunteered with many of these groups leading information tours or setting up and running events in our community.

I have worked at NAU for 5 years and in my position have organized events and worked with all classes of personnel on campus, high level administrators, faculty and staff. I am a Student Success Coach, sit on the Classified Staff Advisory Council and help with graduation seating for the disabled.

I feel comfortable meeting people and engaging in conversations about what matters for the community of Flagstaff.

Why do you want to serve on the board or commission you listed? (Attach additional page if needed.)

I feel a real sense of community living in Flagstaff, even from my first day here. Friendly faces and people that care about other people and the environment that surrounds us.

Diversity makes a community have depth but more, embracing the things that make us each unique, with special skills to contribute to a healthy body must be celebrated and embraced. Our individual heritage must be remembered and recorded, not lost when our elders die. That knowledge held by our elders will help us shape a great future for the community of Flagstaff and leave a legacy for many generations to come.

The stories of the past hold some of the answers for our future health and prosperity.

I UNDERSTAND THAT ANY INFORMATION PROVIDED ABOVE IS PUBLIC INFORMATION AND I CERTIFY THAT I MEET THE CITY CHARTER REQUIREMENT OF LIVING WITHIN THE FLAGSTAFF CITY LIMITS AND HAVE READ AND UNDERSTAND THE RIGHT TO HAVE MY APPLICATION CONSIDERED IN A PUBLIC MEETING.

Deborah Shepard 5/28/2015

Applicant Signature

The City of Flagstaff is an Equal Opportunity/Affirmative Action Employer.

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Steve Camp, Regulatory Compliance Section
Manager
Co-Submitter: Di Ann Butkay, Buyer
Date: 10/14/2015
Meeting Date: 10/20/2015



TITLE:

Consideration and Approval of Contracts: Laboratory Services for water, wastewater and pre-treatment sampling.

RECOMMENDED ACTION:

Approve contracts with the following four independent laboratories: Eurofin Easton Analytical, Bio-Aquatic Testing, Test America and Trans West Analytical Services. Each contract will be for an initial term of three years and each contract will include two annual extensions upon mutual agreement.

Executive Summary:

The Utilities Division contracts out laboratory services for water, wastewater and pretreatment sampling. Sampling costs make up the largest budget items outside of salaries for the Regulatory Compliance Section. It is very important that the Utilities Division secure contracts with several laboratories to guarantee pricing and sample analysis time. Sampling analysis accuracy is the core of meeting compliance with our permitting needs. Additionally, Utilities also performs sampling that is not required for compliance to assure all processes are working correctly. Therefore, the Utilities Division also needs to have several labs available that can perform similar analysis to allow the flexibility of sending split or equivalent samples to more than one lab to spot check accuracy.

Financial Impact:

The Regulatory Section already has the laboratory sampling in its budget. The total of all four contracts are not to exceed \$150,000 each year. The new contracts will not have any additional financial impact. The contracts are important to secure pricing and service guarantees.

Connection to Council Goal and/or Regional Plan:

- 2) Ensure Flagstaff has a long-term water supply for current and future needs.
- 3) Provide sustainable and equitable public facilities, services, and infrastructure systems in an efficient and effective manner to serve all population areas and demographics.

Has There Been Previous Council Decision on This:

A previous laboratory contract was approved by council in 2010 to secure pricing and service. The previous contract was approved prior to the Regulatory Compliance Section, but included at least four laboratories to assure that each program in Utilities was able to secure sampling options to meet permit conditions.

Options and Alternatives:

- 1) Approve the recommended contracts. Approving the four laboratory contracts secures pricing guarantees and sampling guarantees which the City needs for compliance and non-compliance sampling.
- 2) Not approve the recommended contracts. Not approving the contracts will force the Regulatory Compliance Section to pay whatever the current pricing may be at the time of sampling. Additionally, not approving the contracts may cause delays in sampling analysis, which could lead to a failure to meet permit deadlines.

Background/History:

The Utilities Division contracts for laboratory services for water, wastewater and pre-treatment sampling. Since sampling costs make up the largest budget items outside of salaries for the Regulatory Compliance Section. It is very important that the Utilities Division secure contracts with several laboratories to guarantee pricing and sample analysis time. Sampling analysis accuracy is the core of meeting compliance with all our permitting needs. The Utilities Division needs to have several laboratories available to allow the flexibility to send split samples to other labs to assure accuracy.

Prior to the City's existing laboratory contract expiring, a new Request for Proposals (RFP) was conducted. The Purchasing Section received proposals from four laboratories. Each lab proposal was evaluated and scored by four Utilities Division Staff evaluators. The proposals were scored based on three criterion, each with a weighted percentage:

- Evaluation Criterion #1-- (40%) Experience & Qualifications.
- Evaluation Criterion #2-- (30%) Capacity of Offeror/Experience.
- Evaluation Criterion #3-- (30%) Pricing.

Each laboratory that submitted a proposal offered different services and sampling methods. Likewise, each program in Regulatory Compliance (water, wastewater and pretreatment) require different services and analysis methods. Together the four proposals received by the Purchasing Section will meet the needs of all the programs in the Utilities Division for compliance and non-compliance sampling.

Note: The attached Contract is the final template the City will use with each of the four independent laboratories. However, one of the attachments to this staff summary includes the respective fees of each of the four independent laboratories in exchange for the laboratory testing they will be providing.

Key Considerations:

The City evaluated proposals from four (4) labs. There were no proposals submitted by any Flagstaff laboratories. The proposals were evaluated and scored according to experience, price and capacity for services.

Expanded Financial Considerations:

The total of all lab services contract is not to exceed \$150,000. The budget within the FY 2016 Regulatory Compliance Section budget totals \$148,258 in the following accounts 202-08-306-1081-2-4207, 202-08-306-1082-0-4207, 202-08-306-1083-0-4207 and 202-08-306-1087-0-4207. Any costs over this amount will be covered by budget appropriation in 202-08-306-1081-0-4290 and 202-08-306-1082-0-4290 totaling \$15,000.

Community Benefits and Considerations:

The community will benefit when the Utilities Division has guaranteed pricing and sample analysis time.

Community Involvement:

None

Expanded Options and Alternatives:

The alternative of not approving all the laboratory contracts hinders the flexibility of the Utilities Division of guaranteed sample pricing and analysis times. This can have a direct impact on meeting compliance with rules and permits for the Utilities Division.

Attachments: Scoring Tabulation
 Contract for laboratories
 Vendor Fee Structure

**CITY OF FLAGSTAFF
PURCHASING DIVISION
RFP Laboratory Testing of Water, Wastewater, Sludge and Soil Samples 2015-75**

SCORING TABULATION

Evaluation Criterion #1-- (40% value) Experience & Qualifications				
	Eurofins Easton Analytical	Bio-Aquatic Testing	Test America	Trans West Analytical Services
<i>Evaluator #1</i>	35	30	30	40
<i>Evaluator #2</i>	40	40	40	40
<i>Evaluator #3</i>	40	40	40	30
<i>Evaluator #4</i>	39	40	40	40
Subtotal:	154.00	150	150	150
Criteria Ranking:	1	2	2	2

Evaluation Criterion #2-- (30% value) Capacity of Offeror/Experience				
	Eurofins Easton Analytical	Bio-Aquatic Testing	Test America	Trans West Analytical Services
<i>Evaluator #1</i>	30	20	20	25
<i>Evaluator #2</i>	30	30	30	20
<i>Evaluator #3</i>	30	30	30	25
<i>Evaluator #4</i>	30	25	25	30
Subtotal:	90.00	80	80	70
Criteria Ranking:	1	2	2	3

Evaluation Criterion #3-- (30% value) Pricing				
	Eurofins Easton Analytical	Bio-Aquatic Testing	Test America	Trans West Analytical Services
<i>Evaluator #1</i>	15	30	30	20
<i>Evaluator #2</i>	30	30	30	20
<i>Evaluator #3</i>	30	30	30	20
<i>Evaluator #4</i>	28	30	30	30
Subtotal:	75.00	90	90	60
Criteria Ranking:	2	1	1	3

TOTAL SCORE:	319	320	320	280
Total Criteria Ranking:	2	1	1	3

ATTACHMENT A

**CONTRACT FOR
LABORATORY TESTING OF WATER, WASTWATER,
SLUDGE AND SOIL SAMPLES
Contract No. 2015-75**

This Contract is entered into this ____ day of _____, 20__ by and between the City of Flagstaff, a political subdivision of the State of Arizona ("City"), and _____ ("Contractor").

WHEREAS, the City of Flagstaff desires to receive, and Contractor is able to provide professional services;

NOW THEREFORE, in consideration for the mutual promises contained herein, the parties agree as follows:

SERVICES

Scope of Work: Contractor shall provide the professional services generally described as follows:

**LABORATORY TESTING OF WATER, WASTWATER,
SLUDGE AND SOIL SAMPLES**

and as more specifically described in the scope of work attached hereto as **Exhibit A**.

Scope of Work and Schedule: Contractor shall perform all work pursuant to the schedule set forth in Exhibit A.

Standard Terms and Conditions: The City of Flagstaff Standard Terms and Conditions, attached hereto as **Exhibit B** are hereby incorporated in this Contractor by reference. Contractor hereby warrants that it has read and agrees to the same.

CITY RESPONSIBILITIES

City Representative: The City Representative is Steve Camp, Regulatory Compliance, Utilities, or his/her designee. All communications to the City shall be through the City Representative. City Representative is responsible for bringing any request for a contract amendment or price adjustment to the attention of the City Buyer.

City Cooperation: City will cooperate with Contractor by placing at its disposal all available information concerning the City, City property, or the City project reasonably necessary for Contractor's performance of this Contract.

CONTRACT TERM

Contract Term: The Contract shall be effective as of the date signed by both parties. Performance shall commence within ten (10) days from the City's issuance of the Notice to

Proceed, and shall continue in force for the initial term of three (3) years. The City reserves the right to unilaterally extend the period of the Contract ninety (90) days beyond the stated termination date, unless sooner terminated.

Renewal: This Contract may be renewed for up to two (2) additional one (1) year terms by mutual written consent of the parties. The City Manager or his designee (the Purchasing Director) shall have authority to approve renewal on behalf of the City.

Termination: This Contract may be terminated pursuant to the Standard Terms and Conditions attached hereto.

PAYMENT

Compensation: Contractor shall be paid for all satisfactory performance of the work, in accordance with the Price Schedule attached hereto as Attachment I. Except as expressly otherwise provided for and itemized in the Price Schedule, payment to Contractor shall be in full compensation for all of Contractor's work, and Contractor will not be entitled to reimbursement for any additional expenses, direct or indirect costs.

Price Adjustment: If price adjustments are permitted, any price adjustment must be approved by the City in writing, pursuant to a formal Contract Amendment. The City Council must approve the price adjustment if the annual contract price exceeds \$50,0000; otherwise the City Manager or his designee (the Purchasing Director) shall have authority to approve a price adjustment on behalf of the City.

DATA AND RECORDS

City Ownership of Document and Data: Any original documents prepared or collected by Contractor in performance of this Contract such as models, samples, reports, test plans, survey results, graphics, tables, charts, plans, maps, specifications, surveys, computations and other data shall be the property of City ("City's work product"), unless otherwise agreed by the parties in writing. Contractor agrees that all materials prepared under this Contract are "works for hire" within the meaning of the copyright laws of the United States and assigns all rights and interests Contractor may have in the materials it prepares under this Contract, including any right to derivative use of the material.

Re-Use. City may use City's work product without further compensation to Contractor; provided, however, City's reuse without written verification or adaption by Contractor for purposes other than contemplated herein is at City's sole risk and without liability to Contractor. Contractor shall not engage in any conflict of interest nor appropriate any portion City's work product for the benefit of Contractor or any third parties without City's prior written consent.

Delivery of Document and Data: Upon termination of this Contract in whole or part, or upon expiration if not previously terminated, Contractor shall immediately deliver to City copies of all City's work product and any other documents and data accumulated by Contractor in performance of this Contract, whether complete or in process.

INSURANCE

Insurance: Contractor shall meet insurance requirements of the City, set forth in **Exhibit C.**

MISCELLANEOUS

Notice. Any notice concerning this Contract shall be in writing and sent by certified mail and email as follows:

To the City:

To Contractor:

Di Ann Butkay, Purchasing
City of Flagstaff
211 W. Aspen
Flagstaff, Arizona 86001
dbutkay@flagstaffaz.gov

With a copy to:
Steve Camp

With a copy to:

Authority. Each party warrants that it has authority to enter into this Contract and perform its obligations hereunder, and that it has taken all actions necessary to enter into this Contract.

CONTRACTOR

Print name: _____

Title: _____

CITY OF FLAGSTAFF

Print name: _____

Title: _____

Attest:

City Clerk

Approved as to form:

City Attorney's Office

Notice to Proceed issued: _____, 20__

EXHIBIT A

SCOPE OF WORK AND SCHEDULE

INTRODUCTION:

The Provider agrees to provide required laboratory testing of water sampling of water, wastewater, sludge and soil samples.

GENERAL SPECIFICATIONS:

1. Provider agrees all analytical methodologies shall conform with applicable current methods (and any future modifications promulgated by the EPA and/or the State of Arizona) accepted by the State of Arizona and EPA, or specifically approved by the City.
2. Provider agrees to provide water sampling and analysis as provided herein, Exhibit A on an on-call basis.
3. At any time during the duration of this Agreement, the City reserves the right to require regulatory compliance with State and Federal permits
4. The Provider sub-provider shall be certified by the Arizona Department of Health Services (ADHS), Division of Laboratory Services, Office of Laboratory Licensure and Certification with any National Accreditation recognized by the State of Arizona current or future and shall remain so through the term of this Agreement. Failure to comply will result in immediate termination of the Agreement.
5. The Provider agrees methodologies for all requested compliance samples shall be EPA, ADEQ or ADHS approved for the matrix being analyzed.
6. The Provider agrees to supply new properly prepared and preserved sample collection bottles, and necessary travel blanks, submittal forms and transportation ice chests and shipping fees. Costs for these items are included in the cost of the analysis. No separate additional costs for these items will be allowed. Clean, fresh labels shall be affixed to each sample bottle. The labels shall clearly indicate information as requested.
7. All sample bottles and/or containers shall be cleaned and prepared to EPA specifications prior to delivery to the City. The Provider shall subject all sample bottles and/or containers to a Quality Assurance and Quality Control program and shall conduct a testing program on sample bottles and/or containers.
8. The City will maintain chain of custody until delivery to the laboratory.
9. It is desirable that the laboratories perform all analysis on-site at their facility within the specified delivery times. Failure on the part of the Proposer to perform in the specified time period may result in a cancellation of the contract.
10. The Provider agrees to provide analysis sample results to the City in Electronic Data Transfer (EDT) format (PDF format) and (EDD) Electronic Data Deliverable format.

11. The Provider agrees submit the results of the tests, in writing, within the required response times specified in the RFP.
12. The Provider agrees to provide alternate methods of testing for a parameter or parameters when favorable to the City, and meets the requirements of the regulatory agencies; the Proposer may qualify their offer by listing the alternate method.
13. The City reserves the right to split samples with other laboratories. If the Provider results differ from the results of other laboratories, both labs will be required to investigate and provide to the City a written explanation of the cause. The Provider may be required to perform another analysis at the Provider's expense, and/or pay for the split sampling if their test(s) were deemed to be inaccurate.

ANALYSIS REPORTING:

1. Written reports are to be returned to the City within twenty (20) working days for routine and non-routine analysis; and three (3) working days for rush analysis, after samples are received by the Provider. The Provider agrees to comply with the specifications as outlined in the RFP relating to the Level "2 QC" report data
2. Preliminary and final analytical results shall be submitted in Electronic Data Transfer format (PDF format) within ten (10) days of completion of sampling and or within the timeframe as agreed upon by both parties. Rush analysis shall be submitted within three (3) days.
3. The Provider shall maintain documentation of all raw and final data and supporting quality control data for chemical results in accordance with Title 9, Chapter 14, ARS.
4. Because of the potential for litigation involved with these samples, the Proposer shall retain all samples for at least 45 days after the postmarked date or EDT of final analysis report. Test samples are still subject to chain of custody procedures until final disposal. The City reserves the right to retrieve the sample(s) during the retention time or to request an extension of the retention time, if necessary.
5. The Provider shall not disclose data or disseminate the contents of any preliminary or final report without express written permission of the City.
6. The Provider shall maintain the integrity of the City's samples at all times.
7. State and/or EPA compliance reporting forms will be completed and submitted to the City, at no additional charge.

FEE AND PRICE SCHEDULE

Parameter	Est. #Analysis Per Year	Cost Per Service (per one)	Emergency Cost	Lab Performing Analysis
1. VOC Compounds				
601/602	15			
502.2	15			
624 & Ac/Ac & CEVE	72			
524.2	38			
THM Compounds	10			
BTEX Compounds	5			
8010	Unknown			
8020	Unknown			
8260	6			
2. Semi Volatile Compounds				
Method 8270	1			
Method 625	62			
Method 525.2	40			
3. Pesticides/PCB/Herbicides				
Method 608 (28 parameters)	38			
Method 508	14			
Method 8080 (8081 & 8082)	1 each			
Method 531	16			
Method 515	17			
Method 505	14			
Method 504	7			
Method 547/ 548 / 549	2 each			
Method 507	Unknown			
Method 632	Unknown			
Method 8120	Unknown			
Method 8150	Unknown			
Method 614	Unknown			
Herbecides	15			
Method 8140	Unknown			
Phase II&V Organics Regulated	25			
Phase II&V Organics Unregulated	13			
4. Phenols	34			
5. Oil & Grease (1664A-HEM)	40			

FEE AND PRICE SCHEDULE

Parameter	Est. #Analysis Per Year	Cost Per Service (per one)	Emergency Cost	Lab Performing Analysis
6. Hydrocarbons				
Method 8240/8260	5			
Method 8015 AZ	34			
Method 8310 PAH	4			
Method 418.1 (1664A-SGT)	50			
Method 615	Unknown			
7. Metals (Total) (Recoverable) (200.7 /200.8 /6010)				
Aluminum	Unknown			
Antimony	108			
Arsenic	115			
Barium	102			
Beryllium	84			
Boron	63			
Cadmium	108			
Calcium	53			
Chromium	115			
Chromium 6	72			
Cobalt	5			
Copper	136			
Gold	Unknown			
Iron	29			
Lead	92			
Magnesium	30			
Mercury	108			
Manganese	77			
Molybdenum	35			
Nickel	91			
Palladium	Unknown			
Potassium	25			
Radium	Unknown			
Selenium	116			
Silver	88			
Strontium 90	Unknown			
Thallium	99			
Titanium	14			
Vanadium	5			
Zinc	54			
Metals Digestion	116			

FEE AND PRICE SCHEDULE

Parameter	Est. #Analysis Per Year	Cost Per Service (per one)	Emergency Cost	Lab Performing Analysis
8. Physical Properties				
PH	35			
Alkalinity	12			
Turbidity	34			
Total Organic Carbon	21			
Total Dissolved Solids	2			
Total Suspended Solids	34			
Biological Oxygen Demand	50			
Chemical Oxygen Demand	Unknown			
Corrosivity	4			
Ignitability	4			
Flashpoint	4			
9. Microbiology				
Total Toxicity Bio-Assay	19			
Total Coliform	40			
Fecal Coliform	4			
Fecal Streptococcus	Unknown			
Enteric Viruses	2			
Cryptosporidium	4			
Giardia	4			
Heterotrophic Plate Count	Unknown			
Algae Identification	6			
10. Other				
Phosphate	24			
O-Phosphate	24			
Sulfide	70			
Cyanide (Total)	82			
Cyanide (Amenable)	Unknown			
Nitrite	76			
Nitrate-N	64			
Ammonia	74			
Total Organic Nitrogen	Unknown			
Total Kjeldahl Nitrogen	70			
Fluoride	13			
Dioxins (Method 1613 for 2,3,7,8 - TCDD)	38			

FEE AND PRICE SCHEDULE

Parameter	Est. #Analysis Per Year	Cost Per Service (per one)	Emergency Cost	Lab Performing Analysis
Sulfate	42			
Chloride	6			
Bromide	Unknown			
Total Organic Halide (TOX)	Unknown			
Paint Filter Test	2			
Method 120.1	64			
Method EPA 245.7	Unknown			
Method SM1631	Unknown			
Hydrogen Sulfide	Unknown			
Chlorpyrifos	Unknown			
Guthion	Unknown			
Malathion	Unknown			
Parathion	Unknown			
Permethrin	Unknown			
Tributyltin	Unknown			
Dichloromethane	Unknown			
11. Radioactivity				
Total Radium	2			
Radium 226	Unknown			
Radium 228	Unknown			
Gross Alpha	34			
Gross Beta	26			
Radon	Unknown			
12. Drinking Water Test Suites				
Test suites are to include all compounds and methods to comply with State of AZ requirements for the SDWA.				
Detection limits must be less than or equal to the Federal MDL and comply with State of AZ requirements for the SDWA.				
Chlorite	36			
DBP's (TTHM/HAA5)	56			
TOC	24			
Alkalinity	12			
Regulated IOC Test Suite, Full	9			
Nitrites/Nitrates	9			
Regulated VOC Test Suite, Full	9			
Regulated SOC Test Suite, Full	9			
Regulated Radio Chemicals Test Suite , Full	9			

ANNUAL PRICE PROPOSAL SUMMARY

Group 1	Volatile Organic Compounds	\$
Group 2	Semi-Volatile Compounds	\$
Group 3	Pesticides/PCB/Herbicides	\$
Group 4	Phenols	\$
Group 5	Oil & Grease	\$
Group 6	Hydrocarbons	\$
Group 7	Metals (Total)	\$
Group 8	Physical Properties	\$
Group 9	Microbiological	\$
Group 10	Other	\$
Group 11	Radioactivity	\$
Group 12	Drinking Water Test Suites	\$

FEE AND PRICE SCHEDULE

GENERAL PRICING SCHEDULE

Define "After-hours" emergency call back hours:

Between _____ a.m./p.m _____ a.m./p.m.

Price per hour for "After-hours" emergency call back \$ _____

Company Name _____

Exhibit B

CITY OF FLAGSTAFF STANDARD TERMS AND CONDITIONS

IN GENERAL

NOTICE TO PROCEED: Contractor shall not commence performance until after City has issued a Notice to Proceed.

LICENSES AND PERMITS: Contractor its expense shall maintain current federal, state, and local licenses, permits and approvals required for performance of the Contract, and provide copies to City upon request.

COMPLIANCE WITH LAWS: Contractor shall comply with all applicable federal, state and local laws, regulations, standards, codes and ordinances in performance of this Contract.

NON-EXCLUSIVE: Unless expressly provided otherwise in the Contract, this Contract is non-exclusive and the City reserves the right to contract with others for materials or services.

SAMPLES: Any sample submitted to the City by the Contractor and relied upon by City as representative of quality and conformity, shall constitute an express warranty that all materials and/or service to be provided to City shall be of the same quality and conformity.

MATERIALS

PURCHASE ORDERS: The City will issue a purchase order for the materials covered by the Contract, and such order will reference the Contract number.

QUALITY: Contractor warrants that all materials supplied under this Contract will be new and free from defects in material or workmanship. The materials will conform to any statements made on the containers or labels or advertisements for the materials, and will be safe and appropriate for use as normally used. City's inspection, testing, acceptance or use of materials shall not serve to waive these quality requirements. This warranty shall survive termination or expiration of the Contract.

ACCEPTANCE: All materials and services provided by Contract are subject to final inspection and acceptance by the City. Materials and services failing to conform to the Contract specifications may be rejected in whole or part. If rejected, Contractor is responsible for all costs associated arising from rejection.

MANUFACTURER'S WARRANTIES: Contractor shall deliver all Manufacturer's Warranties to City upon City's acceptance of the materials.

PACKING AND SHIPPING: Contractor shall be responsible for industry standard packing which conforms to requirements of carrier's tariff and ICC regulations. Containers shall be clearly marked as to lot number, destination, address and purchase order number. All shipments shall be F.O.B. Destination, City of Flagstaff, 211 West Aspen Avenue, Flagstaff, Arizona 86001, unless otherwise specified by the City. C.O.D. shipments will not be accepted.

TITLE AND RISK OF LOSS: The title and risk of loss of material shall not pass to the City until the City actually receives the material at the point of delivery, and the City has completed inspection and has accepted the material, unless the City has expressly provided otherwise in the Contract.

NO REPLACEMENT OF DEFECTIVE TENDER: Every tender of materials shall fully comply with all provisions of the Contract. If a tender is made which does not fully conform, this shall constitute a breach and Contractor shall not have the right to substitute a conforming tender without prior written approval from the City.

DEFAULT IN ONE INSTALLMENT TO CONSTITUTE TOTAL BREACH: Contractor and may not substitute nonconforming materials, or services. Delivery of nonconforming materials, and/or services, or a default of any nature, at the option of the City, shall constitute shall deliver conforming materials, or services, in each installment or lot of the contract a breach of the contract as a whole.

SHIPMENT UNDER RESERVATION PROHIBITED: Contractor is not authorized to ship materials under reservation and no tender of a bill of lading shall operate as a tender of the materials.

LIENS: All materials and other deliverables supplied to the City shall be free of all liens other than the security interest held by Contractor until payment in full is made by the City. Upon request of the City, Contractor shall provide a formal release of all liens.

CHANGES IN ORDERS: The City reserves the right at any time to make changes in any one or more of the following: (a) methods of shipment or packing; (b) place of delivery; and (c) quantities. If any change causes an increase or decrease in the cost of or the time required for performance, an equitable adjustment may be made in the price or delivery schedule, or both. Any claim for adjustment shall be evidenced in writing and approved by the City Purchasing Director prior to the institution of the change.

PAYMENT

INVOICES: A separate invoice shall be issued for each shipment and each job completed. Invoices shall include the Contract and/or Purchase Order number, and dates when goods were shipped or work performed. Invoices shall be sent within 30 days following performance. Payment will only be made for satisfactory materials and/or services received and accepted by City.

LATE INVOICES: The City may deduct up to 10% of the payment price for late invoices. The City operates on a fiscal year budget, from July 1 through the following June 30. Except in unusual circumstances, which are not due to the fault of Contractor, City will not honor any invoices or claims submitted after August 15 for materials or services supplied in the prior fiscal year.

TAXES: Contractor shall be responsible for payment of all taxes including federal, state, and local taxes related to or arising out of Contractor's performance of this Contract. Such taxes include but are not limited to federal and state income tax, social security tax, unemployment insurance taxes, transaction privilege taxes, use taxes, and any other taxes or business license fees as required.

Exception: The City will pay any taxes which are specifically identified as a line item dollar amount in the Contractor's bid, proposal, or quote, and which were considered and approved by the City as part of the Contract award process. In this event, taxes shall be identified as a separate line item in Contractor's invoices.

FEDERAL EXCISE TAXES: The City is exempt from paying certain Federal Excise Taxes and will furnish an exemption certificate upon request.

FUEL CHARGES: Contractor at its own expense is liable for all fuel costs related to performance. No fuel surcharges will be accepted or paid by City.

DISCOUNTS: If the Contract provides for payment discounts, payment discounts will be computed from the later date of the following: (a) when correct invoice is received by the City; or (b) when acceptable materials and/or materials were received by City.

AMOUNTS DUE TO THE CITY: Contractor must be current and remain current in all obligations due to the City during performance. Payments to Contractor may be offset by any delinquent amounts due to City or fees and charges owed to City under this Contract.

OFAC: No City payments may be made to any person in violation of Office of Foreign Assets Control regulations, 31 C.F.R. Part 501.

SERVICES

INDEPENDENT CONTRACTOR: Contractor shall be an independent contractor for purposes of all laws, including but not limited to the Fair Labor Standards Act, Federal Insurance Contribution Act, Social Security Act, Federal Unemployment Tax Act, Internal Revenue Code, Immigration and Naturalization Act; Arizona revenue and taxation, workers' compensation, and unemployment insurance laws.

CONTROL: Contractor shall be responsible for the control of the work.

WORK SITE: Contractor shall inspect the work site and notify the City in writing of any deficiencies or needs prior to commencing work.

SAFEGUARDING PROPERTY: Contractor shall responsible for any damage to real property of the City or adjacent property in performance of the work.

QUALITY: All work shall be of good quality and free of defects, performed in a diligent and professional manner.

ACCEPTANCE: If work is rejected by the City due to noncompliance with the Contract, The City, after notifying Contractor in writing, may require Contractor to correct the deficiencies at Contractor's expense, or cancel the work order and pay Contractor only for work properly performed.

WARRANTY: Contractor warrants all work for a period of one (1) year following final acceptance by the City. Upon receipt of written notice from the City, Contractor at its own expense shall promptly correct work rejected as defective or as failing to conform to the Contract, whether observed before or after acceptance, and whether or not fabricated, installed or completed by Contractor, and shall bear all costs of correction. If Contractor does not correct deficiencies within a reasonable time specified in the written notice from the City, the City may perform the work and Contractor shall be liable for the costs. This one-year warranty is in

addition to, and does not limit Contractor's other obligations herein. This warranty shall survive termination or expiration of the Contract.

INSPECTION, RECORDS, ADMINISTRATION

RECORDS: The City shall have the right to inspect and audit all Contractor books and records related to the Contract for up to five (5) years after completion of the Contract.

RIGHT TO INSPECT BUSINESS: The City shall have the right to inspect the place of business of the Contractor or its subcontractor during regular business hours at reasonable times, to the extent necessary to confirm Contract performance.

PUBLIC RECORDS: This Contract and any related materials are a matter of public record and subject to disclosure pursuant to Arizona Public Records Law, A.R.S. § 39-121 et seq. If Contractor has clearly marked its proprietary information as "confidential", the City will endeavor to notify Contractor prior to release of such information.

CONTRACT ADMINISTRATION: Contractor will be required to participate in the City's Contract Administration Process. Contractor will be closely monitored for contract compliance and will be required to promptly correct any deficiencies.

INDEMNIFICATION, INSURANCE

GENERAL INDEMNIFICATION: Contractor shall indemnify, defend and hold harmless the City, its council, boards and commissions, officers, employees from all losses, claims, suits, payments and judgments, demands, expenses, attorney's fees or actions of any kind resulting from personal injury to any person, including employees, subcontractors or agents of Contractor or damages to any property arising or alleged to have arisen out of the negligent performance of the Contract, except any such injury or damages arising out of the sole negligence of the City, its officers, agents or employees. This indemnification provision shall survive termination or expiration of the Contract. This indemnification clause shall not apply, if a different indemnification clause is included in the City's Specific Terms and Conditions.

INSURANCE: Contractor shall maintain all insurance coverage required by the City, including public liability and worker's compensation.

INTELLECTUAL PROPERTY INDEMNIFICATION: Contractor shall indemnify and hold harmless the City against any liability, including costs and expenses, for infringement of any patent, trademark or copyright or other proprietary rights of any third parties arising out of contract performance or use by the City of materials furnished or work performed under this Contract. Contractor shall promptly assume full responsibility for the defense of any suit or proceeding which is, has been, or may be brought against the City and its agents for alleged infringement, or alleged unfair competition resulting from similarity in design, trademark or appearance of goods, and indemnify the City against any and all expenses, losses, royalties, profits and damages, attorneys fees and costs resulting from such proceedings or settlement thereof. This indemnification provision shall survive termination or expiration of the Contract.

CONTRACT CHANGES

PRICE INCREASES: Except as expressly provided for in the Contract, no price increases will be approved.

COMPLETE AGREEMENT: The Contract is intended by the parties as a complete and final expression of their agreement.

AMENDMENTS: This Contract may be amended by written

SEVERABILITY: If any term or provision of this Contract is found by a court of competent jurisdiction to be illegal or unenforceable, then such term or provision is deemed deleted, and the remainder of this Contract shall remain in full force and effect.

NO WAIVER: Each party has the right insist upon strict performance of the Contract, and the prior failure of a party to insist upon strict performance, or a delay in any exercise of any right or remedy, or acceptance of materials or services, shall not be deemed a waiver of any right to insist upon strict performance.

ASSIGNMENT: This Contract may be assigned by Contractor with prior written consent of the City, which will not be unreasonably withheld. Any assignment without such consent shall be null and void. Unless expressly provided for in a separately executed Consent to Assignment, no assignment shall relieve Contractor (Assignor) from any of its obligations and liabilities under the Contract with respect to City. The Purchasing Director shall have authority to consent to an assignment on behalf of City.

BINDING EFFECT: This Contract shall be binding upon and inure to the benefit of the parties and their successors and assigns.

EMPLOYEES AND SUBCONTRACTORS

SUBCONTRACTING: Unless expressly prohibited in the Contract, Contractor may subcontract work in whole or in part with the City's advance written consent. City reserves the right to withhold consent if subcontractor is deemed irresponsible and/or subcontracting may negatively affect performance. All subcontracts shall include all the terms and conditions set forth in the Contract which shall apply with equal force to the subcontract. Contractor is responsible for contract performance whether or not subcontractors are used.

NONDISCRIMINATION: Contractor shall not discriminate against any employee or applicant for employment or person to whom it provides services because of race, color, religion, sex, national origin, disability, genetic information, veteran's status, pregnancy, familial status and represents and warrants that it complies with all applicable federal, state and local laws and executive orders regarding employment. In addition any Contractor located within City of Flagstaff limits shall comply with the City Code, Chapter 14-02 Civil Rights which also prohibits discrimination based on sexual orientation, or gender identity or expression.

DRUG FREE WORKPLACE: The City has adopted a Drug Free Workplace policy for itself and those doing business with the City to ensure the safety and health of all persons working on City contracts and projects. Contractor shall require all its personnel to abstain from use or possession of illegal drugs while engaged in performance of this Contract.

IMMIGRATION LAWS: Pursuant to A.R.S. § 41-4401, Contractor hereby warrants to the City that the Contractor and each of its subcontractors will comply with, and are contractually obligated to comply with, all State and Federal Immigration laws and regulations that relate to its employees and A.R.S. § 23-214(A) (hereinafter "Contractor Immigration Warranty"). A breach of

the Contractor Immigration Warranty shall constitute a material breach of this Contract and shall subject the Contractor to penalties up to and including termination of this Contract at the sole discretion of the City. The City retains the legal right to inspect the papers of any Contractor or subcontractor employee who works on this Contract to ensure compliance with the Contractor Immigration Warranty. Contractor agrees to assist the City in regard to any such inspections. The City may, at its sole discretion, conduct random verification of the employment records of the Contractor and any subcontractors to ensure compliance with Contractor's Immigration Warranty. Contractor agrees to assist the City in regard to any random verification performed. Neither Contractor nor any subcontractor shall be deemed to have materially breached the Contractor Immigration Warranty if Contractor or subcontractor if Contractor or subcontractor establishes that it has complied with the employment verification provisions prescribed by sections 274A and 274B of the Federal Immigration and Nationality Act and the E-verify requirements prescribed by A.R.S. § 23-214(A).

DEFAULT AND TERMINATION

TERMINATION FOR DEFAULT: Prior to terminating this Contract for a material breach, the non-defaulting party shall give the defaulting party written notice and reasonable opportunity to cure the default, not to exceed thirty (30) days unless a longer period of time is granted by the non-defaulting party in writing. In the event the breach is not timely cured, or in the event of a series of repeated breaches the non-defaulting party may elect to terminate Contract by written notice to Contractor, which shall be effective upon receipt. In the event of default, the parties may execute all remedies available at law in addition Contract remedies provided for herein.

CITY REMEDIES: In the event of Contractor's default, City may obtain required materials and/or services from a substitute contractor, and Contractor shall be liable to the City to pay for the costs of such substitute service. City may deduct or offset the cost of substitute service from any balance due to Contractor, and/or seek recovery of the costs of substitute service against any performance security, and/or collect any liquidated damages provided for in the Contract. Remedies herein are not exclusive.

CONTRACTOR REMEDIES: In the event of City's default, Contractor may pursue all remedies available at law, except as provided for herein.

SPECIAL DAMAGES: In the event of default, neither party shall be liable for incidental, special, or consequential damages.

TERMINATION FOR NONAPPROPRIATION OF FUNDS: The City may terminate all or a portion of this Contract due to budget constraints and non-appropriation of funds for the following fiscal year, without penalty or liability to Contractor.

TERMINATION FOR CONVENIENCE: Unless expressly provided for otherwise in the Contract, this Contract may be terminated in whole or part by the City for convenience upon thirty (30) days written notice, without further penalty or liability to Contractor. If this Contract is terminated, City shall be liable only for payment for satisfactory materials and/or services received and accepted by City before the effective date of termination.

TERMINATION DUE TO INSOLVENCY: If Contractor becomes a debtor in a bankruptcy proceeding, or a reorganization, dissolution or liquidation proceeding, or if a trustee or receiver is appointed over all or a substantial portion of the property of Contractor under federal bankruptcy law or any state insolvency law, Contractor shall immediately provide the City with a

written notice thereof. The City may terminate this Contract, and Contractor is deemed in default, at any time if the Contractor becomes insolvent, or is a party to any voluntary bankruptcy or receivership proceeding, makes an assignment for a creditor, or there is any similar action that affects Contractor's ability to perform under the Contract.

PAYMENT UPON TERMINATION: Upon termination of this Contract, City will pay Contractor only for satisfactory performance up until the effective date of termination. City shall make final payment within thirty (30) days from receipt of the Contractor's final invoice.

CANCELLATION FOR GRATUITIES: The City may cancel this Contract at any time, without penalty or further liability to Contractor, if City determines that Contractor has given or offered to give any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant ("Gratuities") in connection with award or performance of the Contract.

CANCELLATION FOR CONFLICT OF INTEREST (A.R.S. § 38-511): The City may cancel this Contract within three (3) years after its execution, without penalty or further liability to Contractor.

MISCELLANEOUS

ADVERTISING: Contractor shall not advertise or publish information concerning its Contract with City, without the prior written consent of the City.

NOTICES: All notices given pursuant to this Contract shall be delivered at the addresses as specified in the Contract, or updated by Notice to the other party. Notices may be: (a) personally delivered, with receipt effective upon personal delivery; (b) sent via certified mail, postage prepaid, with receipt deemed effective four (4) days after being sent; (c) or sent by overnight courier, with receipt deemed effective two (2) days after being sent. Notice may be sent by email as a secondary form of notice.

THIRD PARTY BENEFICIARIES: This Contract is intended for the exclusive benefit of the parties. Nothing herein is intended to create any rights or responsibilities to third parties.

GOVERNING LAW: This Contract shall be governed by and construed in accordance with the laws of the State of Arizona.

FORUM: In the event of litigation relating to this Contract, any action at law or in equity shall be filed in Coconino County, Arizona.

ATTORNEYS FEES: If any action at law or in equity is necessary to enforce the terms of this Contract, the prevailing party shall be entitled to recover its reasonable attorneys fees, costs, professional fees and expenses.

EXHIBIT C
INSURANCE

1. In General. Contractor shall maintain insurance against claims for injury to persons or damage to property, arising from performance of or in connection with this Contract by the Contractor, its agents, representatives, employees or contractors.
2. Requirement to Procure and Maintain. Each insurance policy required by this Contract shall be in effect at, or before, commencement of work under this Contract and shall remain in effect until all Contractor's obligations under this Contract have been met, including any warranty periods. The Contractor's failure to maintain the insurance policies as required by this Contract or to provide timely evidence of renewal will be considered a material breach of this Contract.
3. Minimum Scope and Limits of Insurance. The following insurance requirements are minimum requirements for this Contract and in no way limit the indemnity covenants contained in this Contract. The City does not represent or warrant that the minimum limits set forth in this Contract are sufficient to protect the Contractor from liabilities that might arise out of this Contract, and Contractor is free to purchase such additional insurance as Contractor may determine is necessary.

Contractor shall provide coverage at least as broad and with limits not less than those stated below.

a. Commercial General Liability - Occurrence Form

General Aggregate	\$2,000,000
Products/Completed Operations	\$1,000,000
Each Occurrence	\$1,000,000

b. Umbrella Coverage \$2,000,000

c. Automobile Liability –
Any Automobile or Owned, Hired
and Non-owned Vehicles
Combined Single Limit Per Accident
for Bodily Injury & Property Damage \$1,000,000

d. Workers' Compensation and Employer's Liability

Workers' Compensation	Statutory
Employer's Liability: Each Accident	\$500,000
Disease - Each Employee	\$500,000
Disease - Policy Limit	\$500,000

4. Self-insured Retention. Any self-insured retentions must be declared to and approved by the City. If not approved, the City may require that the insurer reduce or eliminate such self-insured retentions with respect to the City, its officers, agents, employees, and volunteers.

Contractor shall be solely responsible for any self-insured retention amounts. City at its option may require Contractor to secure payment of such self insured retention by a surety bond or irrevocable and unconditional letter of credit.

5. Other Insurance Requirements. The policies shall contain, or be endorsed to contain, the following provisions:

- a. Additional Insured. In Commercial General Liability and Automobile Liability Coverages, the City of Flagstaff, its officers, officials, agents and employees shall be named and endorsed as additional insureds with respect to liability arising out of this Contract and activities performed by or on behalf of the Contractor, including products and completed operations of the Contractor, and automobiles owned, leased, hired or borrowed by the Contractor.
- b. Broad Form. The Contractor's insurance shall contain broad form contractual liability coverage.
- c. Primary Insurance. The Contractor's insurance coverage shall be primary insurance with respect to the City, its officers, officials, agents, employees and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, agents and employees, shall be in excess of the coverage of the Contractor's insurance and shall not contribute to it.
- d. Each Insured. The Contractor's insurance shall apply separately to each insured against whom a claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- e. Not Limited. Coverage provided by the Contractor shall not be limited to the liability assumed under the indemnification provisions of this Contract.
- f. Waiver of Subrogation. The policies shall contain a waiver of subrogation against the City, its officers, officials, agents and employees for losses arising from work performed by Contractor for the City.

6. Notice of Cancellation. Each insurance policy required by the insurance provisions of this Contract shall provide the required coverage and shall not be suspended, voided, cancelled, reduced in coverage or in limits unless prior written notice has been given to the City. Notices required by this section shall be sent directly to the Buyer listed in the original Solicitation and shall reference the Contract Number:

Attention: Di Ann Butkay, Buyer
Contract No. 2015-75
Purchasing Department
City of Flagstaff,
211 W. Aspen Avenue
Flagstaff, Arizona 86001.

7. Acceptability of Insurers. Contractor shall place insurance hereunder with insurers duly licensed or approved unlicensed companies in the State of Arizona and with a "Best's" rating of not less than A-: VII. The City does not represent or warrant that the above required minimum insurer rating is sufficient to protect the Contractor from potential insurer insolvency.

8. Certificates of Insurance. The Contractor shall furnish the City with certificates of insurance (ACORD form) as required by this Contract. The certificates for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. Any policy endorsements that restrict or limit coverage shall be clearly noted on the certificate of insurance. The City project/contract number and project description shall be noted on the certificates of insurance. The City must receive and approve all certificates of insurance before the Contractor commences work.

9. Policies. The City reserves the right to require, and receive within ten (10) days, complete, certified copies of all insurance policies and endorsements required by this Contract at any time. The City shall not be obligated, however, to review any insurance policies or to advise Contractor of any deficiencies in such policies and endorsements. The City's receipt of Contractor's policies or endorsements shall not relieve Contractor from, or be deemed a waiver of, the City's right to insist on strict fulfillment of Contractor's obligations under this Contract.

10. Modifications. Any modification or variation from the insurance requirements in this Contract must have the prior approval of the City's Attorney's Office in consultation with the City's Risk Manager, whose decision shall be final. Such action will not require a formal Contract amendment but may be made by their handwritten revision and notation to the foregoing insurance requirements.

CITY OF FLAGSTAFF PURCHASING DIVISION
 211 WEST ASPEN AVE.
 FLAGSTAFF, ARIZONA 86001

Solicitation No. 2015-75
 BUYER: DI Ann Butkay
 PH: (928) 213-2276 FX: (928) 213-2209

FEE AND PRICE SCHEDULE

Parameter	Est. #Analysis Per Year	Cost Per Service (per one)	Emergency Cost	Lab Performing Analysis
1.VOC Compounds		No Bid	No Bid	No Bid
601/602	15			
502.2	15			
624 & Ac/Ac & CEVE	72			
524.2	38			
THM Compounds	10			
BTEX Compounds	5			
8010	Unknown			
8020	Unknown			
8260	6			
2. Semi Volatile Compounds				
Method 8270	1			
Method 625	62			
Method 525.2	40			
3. Pesticides/PCB/Herbicides				
Method 608 (28 parameters)	38			
Method 508	14			
Method 8080 (8081 & 8082)	1 each			
Method 531	16			
Method 515	17			
Method 505	14			
Method 504	7			
Method 547/ 548 / 549	2 each			
Method 507	Unknown			
Method 632	Unknown			
Method 8120	Unknown			
Method 8150	Unknown			
Method 614	Unknown			
Herbicides	15			
Method 8140	Unknown			
Phase II&V Organics Regulated	25			
Phase II&V Organics Unregulated	13			
4. Phenols	34			
5. Oil & Grease (1664A-HEM)	40			

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FEE AND PRICE SCHEDULE

Parameter	Est. #Analysis Per Year	Cost Per Service (per one)	Emergency Cost	Lab Performing Analysis
6. Hydrocarbons		<i>NO BIP</i>	<i>NO BIP</i>	<i>NO BIP</i>
Method 8240/8260	5			
Method 8015 AZ	34			
Method 8310 PAH	4			
Method 418.1 (1664A-SGT)	50			
Method 615	Unknown			
7. Metals (Total) (Recoverable) (200.7 /200.8 /6010)				
Aluminum	Unknown			
Antimony	108			
Arsenic	115			
Barium	102			
Beryllium	84			
Boron	63			
Cadmium	108			
Calcium	53			
Chromium	115			
Chromium 6	72			
Cobalt	5			
Copper	136			
Gold	Unknown			
Iron	29			
Lead	92			
Magnesium	30			
Mercury	108			
Manganese	77			
Molybdenum	35			
Nickel	91			
Palladium	Unknown			
Potassium	25			
Radium	Unknown			
Selenium	116			
Silver	88			
Strontium 90	Unknown			
Thallium	99			
Titanium	14			
Vanadium	5			
Zinc	54			
Metals Digestion	116			

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FEE AND PRICE SCHEDULE

Parameter	Est. #Analysis Per Year	Cost Per Service (per one)	Emergency Cost	Lab Performing Analysis
8. Physical Properties		No BID	No BID	No BID
PH	35			
Alkalinity	12			
Turbidity	34			
Total Organic Carbon	21			
Total Dissolved Solids	2			
Total Suspended Solids	34			
Biological Oxygen Demand	50			
Chemical Oxygen Demand	Unknown			
Corrosivity	4			
Ignitability	4			
Flashpoint	4			
9. Microbiology				
Total Toxicity Bio-Assay	19	* 2,765	2,765	BIO-AQUATIC TESTING
Total Coliform	40	No BID	No BID	No BID
Fecal Coliform	4			
Fecal Streptococcus	Unknown			
Enteric Viruses	2			
Cryptosporidium	4			
Giardia	4			
Heterotrophic Plate Count	Unknown			
Algae Identification	6			
10. Other				
Phosphate	24			
O-Phosphate	24			
Sulfide	70			
Cyanide (Total)	82			
Cyanide (Amenable)	Unknown			
Nitrite	76			
Nitrate-N	64			
Ammonia	74			
Total Organic Nitrogen	Unknown			
Total Kjeldahl Nitrogen	70			
Fluoride	13			
Dioxins (Method 1613 for 2,3,7,8 - TCDD)	38			

* NOTE - THIS INCLUDES ALL 3 SPECIES.
 SPECIES BREAKDOWN INCLUDES:
 - 7 DAY CHRONIC CERIODAPHNIA DUBIA
 - 7 DAY CHRONIC PIMEPHALES PROMELAS
 - 96 HR ACUTE SELENASTRUM CAPRICORNATUM
 4

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 FLAGSTAFF, ARIZONA 86001

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 PH: (928) 213-2276 FX: (928) 213-2209

Parameter	Est. #Analysis Per Year	Cost Per Service (per one)	Emergency Cost	Lab Performing Analysis
Sulfate	42	<i>No BID</i>	<i>No BID</i>	<i>No BID</i>
Chloride	6			
Bromide	Unknown			
Total Organic Halide (TOX)	Unknown			
Paint Filter Test	2			
Method 120.1	64			
Method EPA 245.7	Unknown			
Method SM1631	Unknown			
Hydrogen Sulfide	Unknown			
Chlorpyrifos	Unknown			
Guthion	Unknown			
Malathion	Unknown			
Parathion	Unknown			
Permethrin	Unknown			
Tributyltin	Unknown			
Dichloromethane	Unknown			
11. Radioactivity				
Total Radium	2			
Radium 226	Unknown			
Radium 228	Unknown			
Gross Alpha	34			
Gross Beta	26			
Radon	Unknown			
12. Drinking Water Test Suites				
Test suites are to include all compounds and methods to comply with State of AZ requirements for the SDWA.				
Detection limits must be less than or equal to the Federal MDL and comply with State of AZ requirements for the SDWA.				
Chlorite	36			
DBP's (TTHM/HAA5)	56			
TOC	24			
Alkalinity	12			
Regulated IOC Test Suite, Full	9			
Nitrites/Nitrates	9			
Regulated VOC Test Suite, Full	9			
Regulated SOC Test Suite, Full	9			
Regulated Radio Chemicals Test Suite , Full	9			

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ANNUAL PRICE PROPOSAL SUMMARY

Group 1	Volatile Organic Compounds	\$ NO BID
Group 2	Semi-Volatile Compounds	\$ NO BID
Group 3	Pesticides/PCB/Herbicides	\$ NO BID
Group 4	Phenols	\$ NO BID
Group 5	Oil & Grease	\$ NO BID
Group 6	Hydrocarbons	\$ NO BID
Group 7	Metals (Total)	\$ NO BID
Group 8	Physical Properties	\$ NO BID
Group 9	Microbiological	\$ 52,915
Group 10	Other	\$ NO BID
Group 11	Radioactivity	\$ NO BID
Group 12	Drinking Water Test Suites	\$ NO BID

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FEE AND PRICE SCHEDULE

GENERAL PRICING SCHEDULE

Define "After-hours" emergency call back hours:

Between a.m./p.m. a.m./p.m.

Price per hour for "After-hours" emergency call back

\$ N/A

Company Name

 Bio-Aquatic Testing, Inc.

FEE AND PRICE SCHEDULE
 Eurofins

Parameter	Est. #Analysis Per Year	Cost Per Service (per one)	Emergency Cost	Lab Performing Analysis
1. VOC Compounds				
601/602	15	NB	-	-
502.2 (by EPA 524.2)	15	\$80.	\$120.	EEA
624 & Ac/Ac & CEVE	72	NB	-	-
524.2	38	\$80.	\$120.	EEA
THM Compounds	10	\$50.	\$75.	EEA
BTEX Compounds	5	NB	-	-
8010	Unknown	NB	-	-
8020	Unknown	NB	-	-
8260	6	NB	-	-
2. Semi Volatile Compounds				
Method 8270	1	NB	-	-
Method 625	62	NB	-	-
Method 525.2	40	\$200.	\$300.	EEA
3. Pesticides/PCB/Herbicides				
Method 608 (28 parameters)	38	NB	-	-
Method 508 (by EPA 505)	14	\$100.	\$150.	EEA
Method 8080 (8081 & 8082)	1 each	NB	-	-
Method 531	16	\$90.	\$130.	EEA
Method 515	17	\$100	\$150.	EEA
Method 505	14	\$100.	\$150.	EEA
Method 504	7	\$50.	\$75.	EEA
Method 547/ 548 / 549	2 each	\$90. Each	\$130. Each	EEA
Method 507	Unknown	NB	-	-
Method 632	Unknown	NB	-	-
Method 8120	Unknown	NB	-	-
Method 8150	Unknown	NB	-	-
Method 614	Unknown	NB	-	-
Herbicides (by EPA 515.4)	15	\$100.	\$150.	EEA
Method 8140	Unknown	NB	-	-
Phase II&V Organics Regulated	25	\$1,090.	\$1,190.	EEA
Phase II&V Organics Unregulated	13	\$660.	\$760.	EEA
4. Phenols	34	NB	-	-
5. Oil & Grease (1664A-HEM)	40	NB	-	-

FEE AND PRICE SCHEDULE Eurofins

Parameter	Est. #Analysis Per Year	Cost Per Service (per one)	Emergency Cost	Lab Performing Analysis
6. Hydrocarbons				
Method 8240/8260	5	NB	-	-
Method 8015 AZ	34	NB	-	-
Method 8310 PAH	4	NB	-	-
Method 418.1 (1664A-SGT)	50	NB	-	-
Method 615	Unknown	NB	-	-
7. Metals (Total) (Recoverable) (200.7 /200.8 /6010				
Aluminum	Unknown	\$6.	\$9.	EEA
Antimony	108	\$6.	\$9.	EEA
Arsenic	115	\$6.	\$9.	EEA
Barium	102	\$6.	\$9.	EEA
Beryllium	84	\$6.	\$9.	EEA
Boron	63	\$6.	\$9.	EEA
Cadmium	108	\$6.	\$9.	EEA
Calcium	53	\$6.	\$9.	EEA
Chromium	115	\$6.	\$9.	EEA
Chromium 6 (by EPA 218.6)	72	\$75.	\$125.	EEA
Cobalt	5	\$6.	\$9.	EEA
Copper	136	\$6.	\$9.	EEA
Gold	Unknown	NB	-	-
Iron	29	\$6.	\$9.	EEA
Lead	92	\$6.	\$9.	EEA
Magnesium	30	\$6.	\$9.	EEA
Mercury	108	\$25.	\$35.	EEA
Manganese	77	\$6.	\$9.	EEA
Molybdenum	35	\$6.	\$9.	EEA
Nickel	91	\$6.	\$9.	EEA
Palladium	Unknown	NB	-	-
Potassium	25	\$6.	\$9.	EEA
Radium	Unknown	NB	-	-
Selenium	116	\$6.	\$9.	EEA
Silver	88	\$6.	\$9.	EEA
Strontium 90	Unknown	NB	-	-
Thallium	99	\$6.	\$9.	EEA
Titanium	14	\$6.	\$9.	EEA
Vanadium	5	\$6.	\$9.	EEA
Zinc	54	\$6.	\$9.	EEA
Metals Digestion	116	\$10.	\$15.	EEA

FEE AND PRICE SCHEDULE Eurofins

Parameter	Est. #Analysis Per Year	Cost Per Service (per one)	Emergency Cost	Lab Performing Analysis
8. Physical Properties				
PH	35	\$10.	\$15.	EEA
Alkalinity	12	\$10.	\$15.	EEA
Turbidity	34	\$10.	\$15.	EEA
Total Organic Carbon	21	\$40.	\$60.	EEA
Total Dissolved Solids	2	\$10.	\$15.	EEA
Total Suspended Solids	34	\$10.	\$15.	EEA
Biological Oxygen Demand	50	NB	-	-
Chemical Oxygen Demand	Unknown	NB	-	-
Corrosivity	4	\$30.	\$45.	EEA
Ignitability	4	NB	-	-
Flashpoint	4	NB	-	-
9. Microbiology				
Total Toxicity Bio-Assay	19	NB	-	-
Total Coliform	40	NB	-	-
Fecal Coliform	4	NB	-	-
Fecal Streptococcus	Unknown	NB	-	-
Enteric Viruses	2	NB	-	-
Cryptosporidium	4	\$400.	\$500.	EEA
Giardia	4	With Crypto	With Crypto	EEA
Heterotrophic Plate Count	Unknown	NB	-	-
Algae Identification	6	\$200	\$250.	EEA
10. Other				
Phosphate	24	\$20.	\$30.	EEA
O-Phosphate	24	\$20.	\$30.	EEA
Sulfide	70	\$25.	\$35.	EEA
Cyanide (Total)	82	\$40.	\$60.	EEA
Cyanide (Amenable)	Unknown	\$60.	\$90.	EEA
Nitrite	76	\$15.	\$20.	EEA
Nitrate-N	64	\$15.	\$20.	EEA
Ammonia	74	\$20.	\$30.	EEA
Total Organic Nitrogen	Unknown	\$40.	\$60.	EEA
Total Kjeldahl Nitrogen	70	\$35.	\$50.	EEA
Floride	13	\$15.	\$20.	EEA
Dioxins (Method 1613 for 2,3,7,8 - TCDD)	38	\$225.	\$350	EEA

Eurofins

Parameter	Est. #Analysis Per Year	Cost Per Service (per one)	Emergency Cost	Lab Performing Analysis
Sulfate	42	\$15.	\$20.	EEA
Chloride	6	\$15.	\$20.	EEA
Bromide	Unknown	\$25.	\$35.	EEA
Total Organic Halide (TOX)	Unknown	\$80.	\$120.	EEA
Paint Filter Test	2	NB	-	-
Method 120.1	64	\$15.	\$20.	EEA
Method EPA 245.7	Unknown	NB	-	-
Method SM1631	Unknown	NB	-	-
Hydrogen Sulfide	Unknown	NB	-	-
Chlorpyrifos	Unknown	NB	-	-
Guthion	Unknown	NB	-	-
Malathion	Unknown	NB	-	-
Parathion	Unknown	NB	-	-
Permethrin	Unknown	NB	-	-
Tributyltin	Unknown	NB	-	-
Dichloromethane	Unknown	\$60.	\$90.	EEA
11. Radioactivity				
Total Radium	2	\$185.	\$350.	EEA
Radium 226	Unknown	\$75.	\$150.	EEA
Radium 228	Unknown	\$110.	\$200.	EEA
Gross Alpha	34	\$50.	\$100.	EEA
Gross Beta	26	With Alpha	With Alpha	EEA
Radon	Unknown	\$50.	\$100.	EEA
12. Drinking Water Test Suites				
Test suites are to include all compounds and methods to comply with State of AZ requirements for the SDWA.				
Detection limits must be less than or equal to the Federal MDL and comply with State of AZ requirements for the SDWA.				
Chlorite	36	\$40.	\$60.	EEA
DBP's (TTHM/HAA5)	56	\$130.	\$200.	EEA
TOC	24	\$40.	\$60.	EEA
Alkalinity	12	\$15.	\$20.	EEA
Regulated IOC Test Suite, Full	9	\$80.	\$120.	EEA
Nitrites/Nitrates	9	\$30.	\$45.	EEA
Regulated VOC Test Suite, Full	9	\$80.	\$120.	EEA
Regulated SOC Test Suite, Full	9	\$1,010.	\$1,110.	EEA
Regulated Radio Chemicals Test Suite , Full	9	\$285.	\$385.	EEA

CITY OF FLAGSTAFF PURCHASING DIVISION
211 WEST ASPEN AVE.
FLAGSTAFF, ARIZONA 86001

Solicitation No. 2015-75
BUYER: Di Ann Butkay
PH: (928) 213-2276 FX: (928) 213-2209

ANNUAL PRICE PROPOSAL SUMMARY Eurofins

Group 1	Volatile Organic Compounds	\$210.
Group 2	Semi-Volatile Compounds	\$200.
Group 3	Pesticides/PCB/Herbicides	\$2,560.
Group 4	Phenols	\$NB
Group 5	Oil & Grease	\$NB
Group 6	Hydrocarbons	\$NB
Group 7	Metals (Total)	\$254.
Group 8	Physical Properties	\$120.
Group 9	Microbiological	\$600.
Group 10	Other	\$720.
Group 11	Radioactivity	\$470.
Group 12	Drinking Water Test Suites	\$1,710.

CITY OF FLAGSTAFF PURCHASING DIVISION
211 WEST ASPEN AVE.
FLAGSTAFF, ARIZONA 86001

Solicitation No. 2015-75
BUYER: Di Ann Butkay
PH: (928) 213-2276 FX: (928) 213-2209

FEE AND PRICE SCHEDULE Eurofins

GENERAL PRICING SCHEDULE

Define "After-hours" emergency call back hours:

Between 5:00 a.m. (p.m) 8:00 (a.m)/p.m.

Price per hour for "After-hours" emergency call back

\$ No Charge

CompanyName Eurofins Eaton Analytical, Inc.

FEE AND PRICE SCHEDULE
 Test America

Parameter		Est. #Analysis Per Year	Cost Per Service (per one)	Emergency Cost	Lab Performing Analysis
1. VOC Compounds					
601/602	624	15	50	*	Phoenix
502.2	524	15	50	*	Phoenix
624 & Ac/Ac & CEVE		72	50	*	Irvine
524.2		38	50	*	Phoenix
THM Compounds		10	40	*	Phoenix
BTEX Compounds		5	40	*	Phoenix
8010	8260	Unknown	50	*	Phoenix
8020	8260	Unknown	50	*	Phoenix
8260		6	50	*	Phoenix
2. Semi Volatile Compounds					
Method 8270		1	145	*	Phoenix
Method 625		62	145	*	Phoenix
Method 525.2		40	120	*	Irvine
3. Pesticides/PCB/Herbicides					
Method 608 (28 parameters)		38	95	*	Phoenix
Method 508	505	14	70	*	Irvine
Method 8080 (8081 & 8082)		1 each	65 / 50	*	Phoenix
Method 531		16	85	*	Irvine
Method 515		17	80	*	Irvine
Method 505		14	70	*	Irvine
Method 504		7	50	*	Irvine
Method 547/ 548 / 549		2 each	85 / 85 / 85	*	Irvine
Method 507	525	Unknown	120	*	Irvine
Method 632		Unknown	No Bid		
Method 8120	8260	Unknown	50	*	Phoenix
Method 8150	8151	Unknown	80	*	Denver
Method 614	1657	Unknown	100	*	Phoenix
Herbicides	8151	15	80	*	Denver
Method 8140	8141	Unknown	70	*	Phoenix
Phase II&V Organics Regulated		25	960 (1)	*	Phoenix
Phase II&V Organics Unregulated		13	960 (1)	*	Phoenix
4. Phenols					
		34	145	*	Phoenix
5. Oil & Grease (1664A-HEM)					
		40	36	*	Phoenix

1-Includes methods 504, 505, 515, 524, 525, 531, 547, 548, 549, 1613

*-See attached Professional Rate Schedule

FEE AND PRICE SCHEDULE Test America

Parameter	Est. #Analysis Per Year	Cost Per Service (per one)	Emergency Cost	Lab Performing Analysis
6. Hydrocarbons				
Method 8240/8260	5	50	*	Phoenix
Method 8015 AZ	34	35	*	Phoenix
Method 8310 PAH	4	75	*	Phoenix
Method 418.1 (1664A-SGT)	50	40	*	Phoenix
Method 615 8151	Unknown	80	*	Denver
7. Metals (Total) (Recoverable) (200.7 /200.8 /6010)				
Aluminum	Unknown	7	*	Phoenix
Antimony	108	7	*	Phoenix
Arsenic	115	7	*	Phoenix
Barium	102	7	*	Phoenix
Beryllium	84	7	*	Phoenix
Boron	63	7	*	Phoenix
Cadmium	108	7	*	Phoenix
Calcium	53	7	*	Phoenix
Chromium	115	7	*	Phoenix
Chromium 6	72	24	*	Phoenix
Cobalt	5	7	*	Phoenix
Copper	136	7	*	Phoenix
Gold Not AZ Certified	Unknown	22.50	*	St Louis
Iron	29	7	*	Phoenix
Lead	92	7	*	Phoenix
Magnesium	30	7	*	Phoenix
Mercury	108	22	*	Phoenix
Manganese	77	7	*	Phoenix
Molybdenum	35	7	*	Phoenix
Nickel	91	7	*	Phoenix
Palladium Not AZ Certified	Unknown	22.50	*	St Louis
Potassium	25	7	*	Phoenix
Radium	Unknown	182 (1)	(1)	Radiation Safety
Selenium	116	7	*	Phoenix
Silver	88	7	*	Phoenix
Strontium 90	Unknown	159	(1)	Radiation Safety
Thallium	99	7	*	Phoenix
Titanium	14	7	*	Phoenix
Vanadium	5	7	*	Phoenix
Zinc	54	7	*	Phoenix
Metals Digestion	116	5	*	Phoenix;St Louis

1-Includes Radium 226 and Radium 228; Standard TAT is 15 Business Days

*-See attached Professional Rate Schedule

FEE AND PRICE SCHEDULE Test America

Parameter	Est. #Analysis Per Year	Cost Per Service (per one)	Emergency Cost	Lab Performing Analysis
8. Physical Properties				
PH	35	7	*	Phoenix
Alkalinity	12	12	*	Phoenix
Turbidity	34	11	*	Phoenix
Total Organic Carbon	21	24	*	Phoenix
Total Dissolved Solids	2	10	*	Phoenix
Total Suspended Solids	34	10	*	Phoenix
Biological Oxygen Demand	50	28	*	Phoenix
Chemical Oxygen Demand	Unknown	24	*	Phoenix
Corrosivity	4	No Bid		
Ignitability	4	22	*	Phoenix
Flashpoint	4	22	*	Phoenix
9. Microbiology				
Total Toxicity Bio-Assay	19	No Bid		
Total Coliform	40	15	*	Phoenix
Fecal Coliform	4	15	*	Phoenix
Fecal Streptococcus	Unknown	No Bid		
Enteric Viruses	2	No Bid		
Cryptosporidium	4	No Bid		
Giardia	4	No Bid		
Heterotrophic Plate Count	Unknown	15	*	Phoenix
Algae Identification	6	No Bid		
10. Other				
Phosphate	24	24	*	Phoenix
O-Phosphate	24	10	*	Phoenix
Sulfide	70	22	*	Phoenix
Cyanide (Total)	82	30	*	Phoenix
Cyanide (Amenable)	Unknown	35	*	Phoenix
Nitrite	76	10	*	Phoenix
Nitrate-N	64	10	*	Phoenix
Ammonia	74	18	*	Phoenix
Total Organic Nitrogen	Unknown	42 (1)	*	Phoenix
Total Kjeldahl Nitrogen	70	24	*	Phoenix
Fluoride	13	10	*	Phoenix
Dioxins (Method 1613 for 2,3,7,8 - TCDD)	38	300	*	Sacramento

1-Includes TKN and Ammonia analysis

*-See attached Professional Rate Schedule

Parameter	Est. #Analysis Per Year	Cost Per Service (per one)	Emergency Cost	Lab Performing Analysis	
Sulfate	42	10	*	Phoenix	
Chloride	6	10	*	Phoenix	
Bromide	Unknown	10	*	Phoenix	
Total Organic Halide (TOX)	Unknown	90	*	Nashville	
Paint Filter Test	2	12	*	Phoenix	
Method 120.1	64	12	*	Phoenix	
Method EPA 245.7	245.1	Unknown	22	*	Phoenix
Method SM1631	Unknown	75	*	Phoenix	
Hydrogen Sulfide	Unknown	34 (7)	*	Phoenix	
Chlorpyrifos	525	Unknown	80	*	Irvine
Guthion	8141	Unknown	70	*	Phoenix
Malathion	8141	Unknown	70	*	Phoenix
Parathion	1657	Unknown	80	*	Phoenix
Permethrin	525	Unknown	80	*	Irvine
Tributyltin	Unknown	235	*	Seattle	
Dichloromethane	Unknown	40	*	Phoenix	
11. Radioactivity					
Total Radium	2	182	(8)	Radiation Safety	
Radium 226	Unknown	80 (1)	(8)	Radiation Safety	
Radium 228	Unknown	120 (1)	(8)	Radiation Safety	
Gross Alpha	34	51 (2)	(8)	Radiation Safety	
Gross Beta	26	51 (2)	(8)	Radiation Safety	
Radon	Unknown	63	(8)	Radiation Safety	
12. Drinking Water Test Suites					
Test suites are to include all compounds and methods to comply with State of AZ requirements for the SDWA.					
Detection limits must be less than or equal to the Federal MDL and comply with State of AZ requirements for the SDWA.					
Chlorite	36	35	*	Irvine	
DBP's (TTHM/HAA5)	56	110	*	Phoenix;Irvine	
TOC	24	24	*	Phoenix	
Alkalinity	12	12	*	Phoenix	
Regulated IOC Test Suite, Full	9	219 (3)	*	Fiberquant ;Phoenix	
Nitrites/Nitrates	9	10 / 10	*	Phoenix	
Regulated VOC Test Suite, Full	9	50 (4)	*	Phoenix	
Regulated SOC Test Suite, Full	9	910 (5)	*	Irvine;Sacramento	
Regulated Radio Chemicals Test Suite , Full	9	384 (6)	(8)	Radiation Safety	

1-\$180 if Radium 226 and Radium 228 are requested together

2-\$85 if Gross Alpha and Gross Beta are requested together

3 -Includes Asbestos, Sb, As, Ba, Cd, Cr, Cu, Pb, Ni, Se, Tl, Be, Na, Ca, Hg, Nitrate, Nitrite, Fluoride, Sulfate, Amenable Cyanide, Alkalinity, TDS, pH, Hardness, Langlier Index

4 -Includes Method 524

5 -Includes Methods 504, 505, 515, 525, 531, 547, 548, 549 and 1613

6 -Includes Gross Alpha, Radium 226, Radium 228 and Isotopic Uranium

7 -Includes Conductivity, Sulfide, Field pH, Field Temperature

8 -Standard TAT is 15 Business Days

*-See attached Professional Rate Schedule

ANNUAL PRICE PROPOSAL SUMMARY Test America

Group 1	Volatile Organic Compounds	\$ 430
Group 2	Semi-Volatile Compounds	\$ 410
Group 3	Pesticides/PCB/Herbicides	\$3240
Group 4	Phenols	\$ 145
Group 5	Oil & Grease	\$36
Group 6	Hydrocarbons	\$ 280
Group 7	Metals (Total)	\$ 650
Group 8	Physical Properties	\$ 170
Group 9	Microbiological	\$ 45
Group 10	Other	\$ 1465
Group 11	Radioactivity	\$ 547
Group 12	Drinking Water Test Suites	\$ 1764

CITY OF FLAGSTAFF PURCHASING DIVISION
211 WEST ASPEN AVE.
FLAGSTAFF, ARIZONA 86001

Solicitation No. 2015-75
BUYER: Di Ann Butkay
PH: (928) 213-2276 FX: (928) 213-2209

FEE AND PRICE SCHEDULE Test America

GENERAL PRICING SCHEDULE

Define "After-hours" emergency call back hours:

Between 5pm a.m./p.m. 8am a.m./p.m.

Price per hour for "After-hours" emergency call back

\$ See note below

Company Name TestAmerica Laboratories, Inc.

Note: No charge for after hours phone call. After hours reporting and/or analysis cost based upon analytical needs. To be quoted at time of services needed.

City of Flagstaff Purchasing Division
 211 West Aspen Avenue
 Flagstaff, Arizona 86001

Solicitation No.2015-75
 BUYER: Di Ann Butkay
 PH: (928) 213-2276 FX: (928) 213-2209

FEE AND PRICE SCHEDULE

Trans West

Parameter	Est. #Analysis Per Year	Cost Per Service	Emergency Cost	Lab Performing Analysis
1. VOC Compounds				
601/602-(624/8260B)	15	\$ 65.00	\$ 130.00	TWA-Tempe / XENCO-Atlanta
502.2-(524.2)	15	\$ 70.00	\$ 140.00	XENCO - Houston
624 (Ac & Ac / 2-CVE)	72	\$ 100.00	\$ 200.00	XENCO - Atlanta
524.2	38	\$ 70.00	\$ 140.00	XENCO - Houston
THM Compounds	10	\$ 45.00	\$ 90.00	TWA-Tempe / XENCO-Atlanta
BTEX Compounds	5	\$ 45.00	\$ 90.00	TWA-Tempe / XENCO-Atlanta
8010-(8260B)	Unknown	\$ 45.00	\$ 90.00	TWA-Tempe / XENCO-Atlanta
8020	Unknown	No Bid		
8260	6	\$ 65.00	\$ 130.00	TWA-Tempe / XENCO-Atlanta
2. Semi Volatile Compounds				
Method 8270	1	\$ 160.00	\$ 320.00	XENCO - Atlanta
Method 624	62	\$ 75.00	\$ 150.00	XENCO - Atlanta
Method 525.2	40	\$ 125.00	\$ 250.00	XENCO - Houston
3. Pesticides/PCB's/Herbicides				
Method 608 (28 parameters)	38	\$ 105.00	\$ 210.00	XENCO - Atlanta
Method 508	14	\$ 125.00	\$ 250.00	XENCO - Houston
Method 8080 (8081 / 8082)	1 each	\$ 125.00	\$ 250.00	TWA - Tempe
Method 531	16	No Bid		
Method 515	17	No Bid		
Method 505 (508)	14	No Bid		
Method 504	7	\$ 55.00	\$ 110.00	XENCO - Houston
Method 547 / 548 / 549	2 each	No Bid		
Method 507-(508/525.2)	Unknown	No Bid		
Method 632-(531.1)	Unknown	No Bid		
Method 8120 (8260B)	Unknown	\$ 65.00	\$ 130.00	TWA-Tempe / XENCO-Atlanta
Method 8150 (8151A)	Unknown	\$ 175.00	\$ 350.00	XENCO - Houston
Method 614 (8141)	Unknown	No Bid		
Herbicides (8151A)	15	\$ 175.00	\$ 350.00	XENCO - Houston
Method 8140 (8141)	Unknown	No Bid		
Phase II and IV (Organic Regulated)	25	No Bid		
Phase II and IV (Unregulated)	13	No Bid		
4. Phenols				
	34	No Bid		
5. Oil & Grease (1664-HEM)				
	40	\$ 50.00		XENCO - Houston

Parameter	Est. #Analysis Per Year	Cost Per Service	Emergency Cost	Lab Performing Analysis
6. Hydrocarbons				
Method 8240/8260	5	\$ 65.00	\$ 130.00	TWA-Tempe / XENCO-Atlanta
Method 8015AZ	34	\$ 45.00	\$ 90.00	TWA-Tempe
Method-8310 PAH 8270 SIM	4	\$ 65.00	\$ 130.00	XENCO - Atlanta
Method-418.1 (1664A-SGT)	50	\$ 50.00	\$ 100.00	XENCO - Houston
Method 615-(8151)	Unknown	\$ 175.00	\$ 350.00	XENCO - Houston
7. Metals (Total & Recoverable 200.7/200.8/6010/6020)				
Aluminum	Unknown	\$ 6.00	\$ 12.00	XENCO - Atlanta
Antimony	108	\$ 6.00	\$ 12.00	XENCO - Atlanta
Arsenic	115	\$ 6.00	\$ 12.00	XENCO - Atlanta
Barium	102	\$ 6.00	\$ 12.00	XENCO - Atlanta
Beryllium	84	\$ 6.00	\$ 12.00	XENCO - Atlanta
Boron	63	\$ 6.00	\$ 12.00	XENCO - Atlanta
Cadmium	108	\$ 6.00	\$ 12.00	XENCO - Atlanta
Calcium	53	\$ 6.00	\$ 12.00	XENCO - Atlanta
Chromium	115	\$ 6.00	\$ 12.00	XENCO - Atlanta
Chromium +6	72	\$ 18.00	\$ 36.00	TWA-Tempe
Cobalt	5	\$ 6.00	\$ 12.00	XENCO - Atlanta
Copper	136	\$ 6.00	\$ 12.00	XENCO - Atlanta
Gold	Unknown	No Bid		
Iron	29	\$ 6.00	\$ 12.00	XENCO - Atlanta
Lead	92	\$ 6.00	\$ 12.00	XENCO - Atlanta
Magnesium	30	\$ 6.00	\$ 12.00	XENCO - Atlanta
Mercury	108	\$ 24.00	\$ 48.00	XENCO - Atlanta
Manganese	77	\$ 6.00	\$ 12.00	XENCO - Atlanta
Molybdenum	35	\$ 6.00	\$ 12.00	XENCO - Atlanta
Nickel	91	\$ 6.00	\$ 12.00	XENCO - Atlanta
Palladium	Unknown	No Bid		
Potassium	25	\$ 6.00	\$ 12.00	XENCO - Atlanta
Radium	Unknown	No Bid		
Selenium	116	\$ 6.00	\$ 12.00	XENCO - Atlanta
Silver	88	\$ 6.00	\$ 12.00	XENCO - Atlanta
Strontium - 90	Unknown	No Bid		
Thallium	99	\$ 6.00	\$ 12.00	XENCO - Atlanta
Titanium	14	\$ 6.00	\$ 12.00	XENCO - Atlanta
Vanadium	5	\$ 6.00	\$ 12.00	XENCO - Atlanta
Zinc	54	\$ 6.00	\$ 12.00	XENCO - Atlanta
Metals Digestion	116	\$ 8.00	\$ 16.00	XENCO - Atlanta

Parameter	Est. #Analysis Per Year	Cost Per Service	Emergency Cost	Lab Performing Analysis
8. Physical Properties				
pH	35	\$ 7.00	\$ 14.00	TWA - Tempe
Alkalinity	12	\$ 15.00	\$ 30.00	TWA - Tempe
Turbidity	34	\$ 8.00	\$ 16.00	TWA - Tempe
Total Organic Carbon	21	\$ 35.00	\$ 70.00	XENCO - Houston
Total Dissolved Solids	2	\$ 12.00	\$ 24.00	TWA - Tempe
Total Suspended Solids	34	\$ 12.00	\$ 24.00	TWA - Tempe
Biochemical Oxygen Demand	50	\$ 30.00	\$ 60.00	TWA - Tempe
Chemical Oxygen Demand	Unknown	\$ 18.00	\$ 36.00	XENCO - Atlanta
Corrosivity	4	\$ 7.00	\$ 14.00	XENCO - Atlanta
Ignitability	4	\$ 25.00	\$ 50.00	XENCO - Atlanta
Flashpoint	4	\$ 25.00	\$ 50.00	XENCO - Atlanta
9. Microbiology				
Total Toxicity BioAssay	19	No Bid		
Total Coliform	40	\$ 15.00	\$ 30.00	TWA - Tempe
Fecal Coliform	4	\$ 20.00	\$ 40.00	TWA - Tempe
Fecal Streptococcus	Unknown	No Bid		
Total Cultural Viruses	2	No Bid		TWA - Tempe
Enteric Viruses	2	No Bid		
Cryptosporidium	4	No Bid		
Giardia	4	No Bid		
Heterotrophic Plate Count	Unknown	\$ 30.00	\$ 60.00	TWA - Tempe
Algae Identification	6	No Bid		
10. Other				
Phosphate	24	\$ 15.00	\$ 30.00	XENCO - Houston
O-Phosphate	24	\$ 15.00	\$ 30.00	XENCO - Atlanta
Sulfide	70	\$ 12.00	\$ 24.00	TWA Tempe / XENCO - Atlanta
Cyanide (Total)	89	\$ 30.00	\$ 60.00	XENCO - Houston
Cyanide (Ammenable)	Unknown	\$ 45.00	\$ 90.00	XENCO - Houston
Nitrate	76	\$ 10.00	\$ 20.00	TWA - Tempe/ XENCO-Atlanta
Nitrite	64	\$ 10.00	\$ 20.00	TWA - Tempe
Ammonia	74	\$ 32.00	\$ 64.00	XENCO - Houston
Total Organic Nitrogen	Unknown	No Charge with TKN and Ammonia		XENCO - Atlanta
Total Kjeldahl Nitrogen	70	\$ 32.00	\$ 64.00	XENCO - Houston
Fluoride	13	\$ 10.00	\$ 20.00	XENCO - Atlanta
Dioxins (1613 2,3,7,8 - TCDD)	38	No Bid		

Parameter	Est. #Analysis Per Year	Cost Per Service	Emergency Cost	Lab Performing Analysis
Sulfate	42	\$ 10.00	\$ 20.00	XENCO - Atlanta
Chloride	6	\$ 10.00	\$ 20.00	XENCO - Atlanta
Bromide	Unknown	\$ 10.00	\$ 20.00	XENCO - Atlanta
Total Organic Halide (TOX)	Unknown	No Bid		
Paint Filter Test	2	\$ 8.00	\$ 16.00	TWA - Tempe
Method EPA 120.1 (SM2510B)	64	\$ 8.00	\$ 16.00	TWA - Tempe
Method EPA 245.1	Unknown	\$ 20.00	40	XENCO - Atlanta
Method EPA 1631	Unknown	No Bid		
11. Radioactivity				
Total Radium	2	No Bid		
Radium 226	Unknown	No Bid		
Radium 228	Unknown	No Bid		
Gross Alpha	34	No Bid		
Gross Beta	26	No Bid		
Radon	Unknown	No Bid		
12. Drinking Water Test Suites				
Test suites are to include all compounds and methods to comply with State of AZ requirements for the SDWA				
Detection limits must be less than or equal to the Federal MDL and comply with the State of AZ requirements for SDWA				
Chlorite	36	No Bid		
DBP's (TTHM/HAA5)	56	\$ 135.00	\$ 270.00	XENCO - Houston
TOC	24	\$ 40.00	\$ 80.00	XENCO - Houston
Alkalinity	12	\$ 15.00	\$ 30.00	TWA - Tempe
Regulated IOC Test Suite, Full	9	No Bid		
Nitrates/ Nitrites	9	\$ 20.00	\$ 40.00	TWA - Tempe
Regulated VOC Test Suite, Full	9	\$ 70.00	\$ 140.00	XENCO - Houston
Regulated SVOC Test Suite, Full	9	No Bid		
Regulated Radiochemicals Test Suite,	9	No Bid		

ANNUAL PRICE PROPOSAL SUMMARY

Group 1	Volatile Organic Compounds	\$	505.00
Group 2	Sem-Volatile Organic Compounds	\$	360.00
Group 3	Pesticides / PCB's/Herbicides	\$	825.00
Group 4	Phenols		No Bid
Group 5	Oil & Grease	\$	50.00
Group 6	Hydrocarbons	\$	400.00
Group 7	Metals (Total)	\$	194.00
Group 8	Physical Properties	\$	194.00
Group 9	Microbiological	\$	65.00
Group 10	Other	\$	277.00
Group 11	Radioactivity		No Bid
Group 12	Drinking Water Suites	\$	280.00

FEE AND PRICE SCHEDULE

GENERAL PRICING SCHEDULE

Define "After-hours" emergency call back hours

Between: 5pm - 6:30am Monday - Friday

Between: 5pm Friday - 6:30am Monday

Price per hour for "after-hours" emergency call back

\$ 100.00

Company Name:

Trans West Analytical Services dba XENCO

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Brian Kulina, Planning Development Manager
Date: 10/14/2015
Meeting Date: 10/20/2015



TITLE:

Consideration and Approval of a Final Plat request by Mogollon Engineering & Surveying, Inc., on behalf of Pinnacle 146 LLC, for the subdivision of approximately 11.22 acres into 49 single-family residential townhouse lots located at 800 E Sterling Lane within the Medium Density Residential (MR) zone.

RECOMMENDED ACTION:

Staff recommends the City Council approve the final plat, with the conditions outlined in the staff summary and its attachments, and authorize the Mayor to sign both the final plat and City/Subdivider Agreement when notified by staff that all conditions have been met and documents are ready for recordation.

Executive Summary:

Approval of a 49-lot townhouse subdivision that will increase the number of developable townhouse lots within the City.

Financial Impact:

No financial liabilities are anticipated by the approval of this final plat.

Connection to Council Goal and/or Regional Plan:

COUNCIL GOALS:

1) Provide sustainable and equitable public facilities, services, and infrastructure systems in an efficient and effective manner to serve all population areas and demographics

REGIONAL PLAN:

Goal NH.3 - Make available a variety of housing types at different price points, to provide housing opportunity for all economic sectors.

Has There Been Previous Council Decision on This:

The City Council approved the Pinnacle Pines Unit 2 Preliminary Plat on October 21, 2014.

Options and Alternatives:

1. Approve the final plat, as recommended by staff, with one condition as identified below.
 - Prior to mylar signature by the city, a note shall be added to the cover sheet that states: Assurance of Performance - An Assurance Agreement to Construct Subdivision Improvements Third Party Trust for the subdivision known as Pinnacle Pines Unit 2 Phase Two was approved by the City of Flagstaff on _____ and recorded in the office of the Coconino County Recorder as document number _____. The approval and recordation of this agreement, in conjunction with the approval and recordation of the final plat for the referenced subdivision, satisfies the Assurance of Performance for Construction requirements as set forth in Section 10-20.100 of the City of Flagstaff Zoning Code.
2. Approve the final plat with additional or modified conditions.
3. Deny the final plat based on non-compliance with the approved preliminary plat, the Zoning Code, the Subdivision Code, and/or the Engineering Standards.

Background/History:

Pinnacle 146, LLC is the property owner of record of approximately 18.59 acres located at 800 E Sterling Lane within the Pinnacle Pines townhouse subdivision. The proposed preliminary plat subdivides the Subject Property into 106 single-family residential townhouse lots. This is the second phase of the Pinnacle Pines townhouse subdivision. The first phase, Unit 1, is nearing build-out with 102 single-family residential townhouse lots on approximately 22 acres.

On March 7, 2005, the City Council approved Resolution No. 2005-15 approving a Development Agreement between the City and developer, Resolution No. 2005-16 that amended the Flagstaff Area Regional Land Use and Transportation Plan land use designation for the site from High Density Residential to Medium Density Residential in order to support a reduced density, Ordinance No. 2005-05 that modified the conditions of Ordinance No. 1976 for the development of a single-family residential townhouse project consisting of 206 units called Pinnacle Pines, and a tentative plat for Unit 1 of the subdivision.

On October 21, 2014, the City Council approved the Pinnacle Pines Unit 2 Preliminary Plat for the subdivision of approximately 18.59 acres into 106 single-family residential townhouse lots.

Community Involvement:

Inform

The subject property's existing zoning allows for the proposed subdivision. No public hearing or public outreach is required as part of the City Council's review of the final plat.

Attachments: [Final Plat Application](#)
 [City/Subdivider Agreement](#)
 [Unit 2 Phase 2 Final Plat](#)



RECEIVED
JUL 29 2015

City of Flagstaff *Resubmitted* Community Development Division

211 W. Aspen Ave P: (928) 213-2618
 Flagstaff, AZ 86001 F: (928) 213-2609
 www.flagstaff.az.gov

SUBD

Date Received <i>July 6, 2015</i>		Application for Subdivision Review		File Number <i>DEV 13-014</i>
Property Owner(s) <i>BY: Pinnacle Dev Co, Ltd</i>			Phone <i>928-853-8510</i>	
Mailing Address <i>3605 S. Flagstaff Ranch Rd</i>		City, State, Zip <i>Flagstaff, AZ 86005</i>	Email <i>dkree@capstonecos.com</i>	
Applicant(s) <i>magallon Engineering</i>			Phone <i>214 0214</i>	
Mailing Address <i>411 W. Summit</i>		City, State, Zip <i>Flagstaff AZ 86001</i>	Email <i>magallon99@aol.com</i>	
Project Representative			Phone	
Mailing Address		City, State, Zip	Email	
Requested Review:				
<input type="checkbox"/> Development Master Plan	<input type="checkbox"/> Conceptual Plat	<input type="checkbox"/> Preliminary Plat P&Z and Council		
<input type="checkbox"/> Modified Subdivision	<input type="checkbox"/> Preliminary Plat	<input checked="" type="checkbox"/> Final Plat- Council		

Project Name: <i>Pinnacle Pines Unit 2 Phase 2</i>		Site Address <i>600 E Sterling</i>		Parcel Number <i>105-20-117</i>	
Proposed Use <i>town homes</i>		Existing Use		Subdivision, Tract & Lot Number <i>T-15A, Pinnacle Pines Unit 2 Phase 1</i>	
Zoning District <i>MR</i>	Regional Plan Category <i>suburban</i>		Flood Zone <i>X</i>	Size of Site (Sq. ft. or Acres) <i>11-22ac</i>	
Property Information:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Located in an existing Local/National Historic District? (Name: _____) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Existing structures are over 50 years old at the time of application? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Subject property is undeveloped land?				
Surrounding Uses	North	South	East	West	
(Res, Com, Ind)	<i>Res</i>	<i>USFS</i>	<i>Res</i>	<i>USFS</i>	
Proposed Use:	Number of Lots	Number of Units	Number of acres per use	Building Square Feet	
<i>Town homes</i>	<i>49</i>	<i>49</i>	<i>4± units/acre</i>		

Please complete a "Subdivision Review Application" and provide an initialed "Application and Information Checklist" form along with the required number of plans and information as appropriate for a Development Master Plan, Conceptual, Preliminary or Final Plat. **Incomplete submittals will not be scheduled.**

Property Owner Signature: (required) <i>[Signature]</i>	Date:	Applicant Signature: <i>[Signature]</i>	Date: <i>5/19/15</i>
--	-------	--	-------------------------

For City Use

Date Filed: <i>5-19-15</i>	Case Number (s) <i>pspr 20150025 P2-15-00025</i>				
P & Z Hearing Date:	Publication and Posting Date:				
Council Hearing Date:	Publication and Posting Date:				
Fee Receipt Number: <i>1197</i>	Amount: <i>\$1244-</i>	Date: <i>5-19-15</i>			
Action by Planning and Zoning Commission:		Action By City Council:			
<input type="checkbox"/> Approved		<input type="checkbox"/> Approved			
<input type="checkbox"/> Denied		<input type="checkbox"/> Denied			
<input type="checkbox"/> Continued		<input type="checkbox"/> Continued			
Staff Assignments	Planning <i>Brian</i>	Engineering <i>Amey</i>	Fire <i>Keat</i>	Public Works/Utilities <i>Jim</i>	Stormwater <i>Chris</i>

CITY/SUBDIVIDER AGREEMENT
CITY OF FLAGSTAFF, ARIZONA

This Agreement is entered into by and between the CITY OF FLAGSTAFF, a municipal corporation duly created and existing under the laws of the State of Arizona, hereinafter referred to as CITY; and Pinnacle DevCo, Ltd. Subdivider, hereinafter referred to as SUBDIVIDER.

W I T N E S S E T H

WHEREAS, Pinnacle DevCo, Ltd. (Subdivider) desires to subdivide property within the City of Flagstaff, Arizona known as Pinnacle Pines Unit 2, Phase 2; and

WHEREAS, CITY is agreeable to accepting said subdivision as proposed; providing that the subdivider constructs the subdivision in accordance with City standards and as set forth in the approved tentative plat, and while fulfilling the obligations set forth below, which the subdivider hereby assumes; and

WHEREAS, building permit(s) is (are) required and will be issued following execution of this agreement;

NOW, THEREFORE, in consideration of the subdivision and the mutual covenants of the parties hereinafter expressed, the parties hereto agree as follows:

1. SUBDIVIDER agrees to construct all improvements in conformance with the CITY'S Subdivision Regulations and the "General Construction, Standards and Specifications" of the CITY, and to employ a responsible supervisor.
2. SUBDIVIDER further agrees to dedicate all streets and rights-of-way to the CITY for public use and to offer all public improvements to the CITY for acceptance into the CITY system.
3. The CITY agrees to accept the Subdivision as platted and to accept ownership of public improvements upon their completion and approval by the CITY.
4. In the event that the CITY should be required to institute any action for the enforcement of this agreement, SUBDIVIDER, shall be required to pay a reasonable attorney's fee in addition to all other costs assessed in any such action.

PINNACLE PINES - UNIT 2

PHASE TWO - FINAL PLAT

A SUBDIVISION OF TRACT 15A, INSTRUMENT 3711129, C.C.R.O.
 A 49 LOT TOWNHOUSE SUBDIVISION ON 18.5868± ACRES
 LOCATED IN THE NE1/4 OF THE NE1/4 OF SECTION 33
 TOWNSHIP 21 NORTH, RANGE 7 EAST, G. & S.R.M.
 FLAGSTAFF, ARIZONA

DEDICATION:

STATE OF ARIZONA }
 COUNTY OF COCONINO }SS.

KNOW ALL MEN BY THESE PRESENTS: THAT PINNACLE DEVCO, LTD., HEREBY PUBLISHES THIS PLAT AS AND FOR THE PLAT OF PINNACLE PINES UNIT 2 - PHASE 2, A SUBDIVISION OF A PORTION OF TRACT "15A" OF PINNACLE PINES UNIT 2 PHASE 1, INSTRUMENT 3711129, COCONINO COUNTY RECORDERS OFFICE. LOCATED IN THE NE1/4 OF THE NE1/4 OF SECTION 33, TOWNSHIP 21 NORTH, RANGE 7 EAST, G. & S.R.M., FLAGSTAFF, COCONINO COUNTY, ARIZONA, AS SHOWN PLATTED HEREON, AND HEREBY DECLARES THAT SAID PLAT SETS FORTH THE LOCATIONS AND GIVES THE DIMENSIONS AND MEASUREMENTS OF THE LOTS AND STREETS CONSTITUTING SAME AND THAT EACH LOT AND STREET SHALL BE KNOWN BY THE NUMBER OR NAME GIVEN TO EACH RESPECTIVELY ON SAID PLAT AND HEREBY DEDICATES THE TRACTS AND EASEMENT AS SHOWN ON SAID PLAT FOR THE PURPOSES SHOWN.

TRACT "15B" IS HEREBY BEING RETAINED BY THE OWNER DEVELOPER FOR FUTURE DEVELOPMENT.

IN WITNESS WHEREOF: PINNACLE DEVCO, LTD., HAS CAUSED ITS NAME TO BE SIGNED AND THE SAME TO BE ATTESTED BY THE SIGNATURE OF ITS REPRESENTATIVE, THEREUNTO AUTHORIZED.

DONE AT _____, ARIZONA, THIS ____ DAY OF _____ 20____.

BY: _____
 BRIAN RHOTON (PRESIDENT)

ACKNOWLEDGMENT:

STATE OF ARIZONA }
 COUNTY OF COCONINO }SS.

ON THIS THE ____ DAY OF _____ 20____, BEFORE ME, THE UNDERSIGNED PERSONALLY APPEARED, BRIAN RHOTON, PRESIDENT OF PINNACLE DEVCO, LTD., WHO ACKNOWLEDGED BY SELF TO REPRESENT PINNACLE DEVCO, LTD., AND THAT HE/SHE AS SUCH, BEING AUTHORIZED SO TO DO, EXECUTED THE FOREGOING INSTRUMENT FOR THE PURPOSE THEREIN CONTAINED.

IN WITNESS WHEREOF: I HEREBY SET FORTH MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC

MY COMMISSION EXPIRES: _____

OCCUPANCY:

NO CERTIFICATE OF OCCUPANCY FOR ANY RESIDENCE MAY BE ISSUED NOR MAY ANY RESIDENCE ERRECTED IN THIS TRACT BE OCCUPIED UNTIL THE REQUIRED WATER, SEWER, AND ALL OTHER ESSENTIAL UTILITIES ARE INSTALLED AND AN ALL-WEATHER ACCESS ROADWAY TO THE RESIDENCE IS CONSTRUCTED AND APPROVED OR ACCEPTED BY THE CITY ENGINEER.

NOTES:

EXCEPT FOR CONSTRUCTION AND IMPROVEMENTS BY GOVERNMENTAL ENTITIES AND CERTIFIED PUBLIC UTILITIES, CONSTRUCTION AND IMPROVEMENTS WITHIN UTILITY EASEMENTS SHALL BE LIMITED TO ONLY THE FOLLOWING:
 A. REMOVABLE WOOD, WIRE, OR SECTION-TYPE FENCING
 B. CONSTRUCTION, STRUCTURES, OR BUILDINGS EXPRESSLY APPROVED IN WRITING BY ALL PUBLIC UTILITIES WHICH USE OR SHALL USE THE UTILITY EASEMENT.

ALL BUILDING CONSTRUCTION, INCLUDING ACCESSORY BUILDINGS, SHALL BE LIMITED TO A SPECIFIC DEVELOPMENT ENVELOPE FOR EACH LOT AS SHOWN HEREON AND THIS BUILDABLE AREA IS LIMITED TO SETBACKS SHOWN.

CONSTRUCTION OF LANDSCAPING WITHIN CLEAR VIEW ZONES IS RESTRICTED PER THE CITY OF FLAGSTAFF ENGINEERING DESIGN & CONSTRUCTION STANDARDS & SPECIFICATIONS FOR NEW INFRASTRUCTURE (2012 EDITION) - SECTION 13-10-006-0002, INTERSECTION SIGHT TRIANGLES, CLEAR VIEW ZONES.

DRIVEWAY SLOPES SHALL BE IN ACCORDANCE WITH CITY OF FLAGSTAFF ORDINANCE NO. 2007-13. NO FENCING, RE-GRADING, DISTURBANCE OF NATURAL GROUND, PLACEMENT OF FILL OR ANY OTHER OBSTRUCTIONS ARE PERMITTED WITHIN THE DRAINAGE EASEMENTS.

FIRE APPARATUS ACCESS ROADS SHALL BE PROVIDED ON SITE WHEN ANY PORTION OF THE FACILITY OR BUILDING IS BEYOND 150 FEET FROM APPROVED FIRE APPARATUS ACCESS ROADWAYS AS MEASURED BY AN APPROVED ROUTE AROUND THE EXTERIOR OF THE BUILDING OR FACILITY. ALTERNATIVE FIRE PROTECTION MEASURES MAY BE SUBSTITUTED FOR MEETING THIS REQUIREMENT WHEN APPROVED BY THE FIRE DEPARTMENT. CONFER WITH THE FLAGSTAFF FIRE DEPARTMENT FIRE PREVENTION OFFICER TO DETERMINE THE SPECIFIC MEANS OF COMPLIANCE.

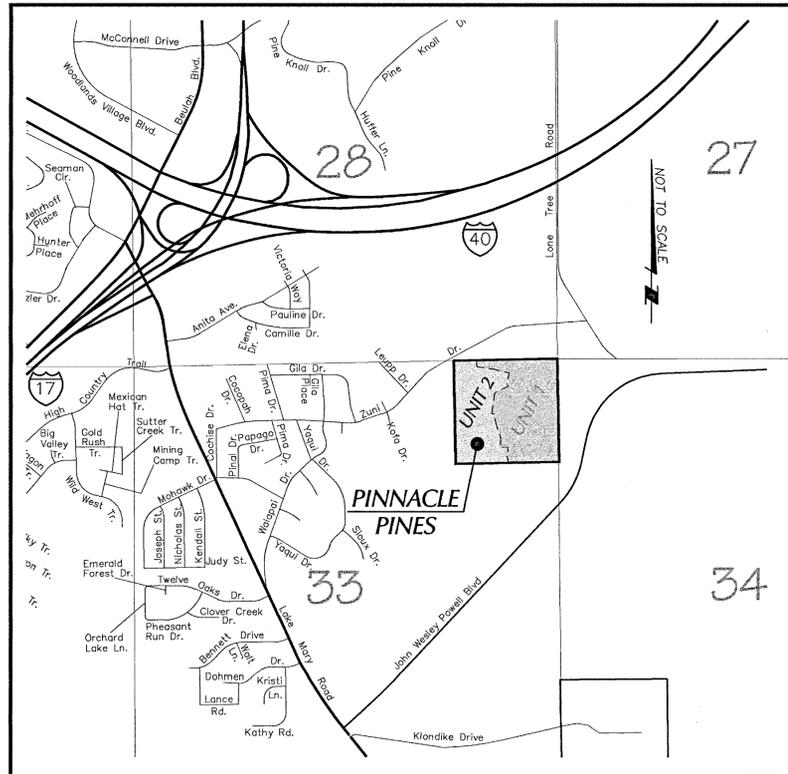
THE PROPERTY OWNERS ASSOCIATION SHALL BE SOLELY RESPONSIBLE FOR THE OPERATION, MAINTENANCE, AND LIABILITY FOR PRIVATE DETENTION FACILITIES AND PRIVATE DRAINAGEWAYS.

THE CITY OF FLAGSTAFF SHALL HAVE THE RIGHT TO PERIODICALLY INSPECT SAID DETENTION FACILITIES TO VERIFY THAT REGULAR MAINTENANCE ACTIVITIES ARE BEING PERFORMED ADEQUATELY.

ACCESSORY BUILDINGS AND STRUCTURES SHALL EITHER BE CONSTRUCTED WITHIN THE INDIVIDUAL BUILDING ENVELOPES AS SHOWN OR THE INDIVIDUAL OWNER MUST DEMONSTRATE THROUGH A BUILDING PERMIT APPLICATION THAT NO FOREST RESOURCES OR SLOPE RESOURCES GREATER THAN 17% WILL BE REMOVED OR ENCROACHED UPON. ADDITIONALLY, THE BUILDING/STRUCTURE SHALL COMPLY WITH ALL CITY OF FLAGSTAFF REQUIREMENTS REGARDING THE LOCATION, SIZE AND CONSTRUCTION FOR SUCH BUILDING/STRUCTURE.

ADEQUATE WATER SUPPLY

THE CITY OF FLAGSTAFF PROVIDES WATER (UTILITY) SERVICE PURSUANT TO STATE LAW AND IS CURRENTLY OPERATING UNDER A DESIGNATION OF ADEQUATE WATER SUPPLY GRANTED BY THE ARIZONA DEPARTMENT OF WATER RESOURCES, APPLICATION No. 41-900002.0002. THIS ADEQUATE WATER SUPPLY NOTE HAS BEEN ADDED TO THIS FINAL PLAT AS A REQUIREMENT OF THE CITY OF FLAGSTAFF. MOGOLLON ENGINEERING and SURVEYING, INC. DOES NOT GUARANTEE, WARRANT OR CERTIFY ANY INFORMATION IN THIS APPLICATION No. 41-900002.0002.



VICINITY MAP
 N.T.S.

INDEX TO SHEETS

- 1 COVER SHEET
- 2 OVERALL SUBDIVISION BOUNDARY
- 3 INDIVIDUAL LOT BOUNDARIES

CITY OF FLAGSTAFF:

IT IS HEREBY CERTIFIED THAT THIS PLAT HAS BEEN OFFICIALLY APPROVED FOR RECORD BY THE COUNCIL OF THE CITY OF FLAGSTAFF, ARIZONA ON THE

____ DAY OF _____, 20____.

BY: _____ MAYOR

ATTEST: _____ CITY CLERK

IT IS HEREBY CERTIFIED THAT THIS PLAT HAS BEEN OFFICIALLY APPROVED FOR RECORD BY THE CITY ENGINEER AND THE PLANNING DIRECTOR, CITY OF FLAGSTAFF, COCONINO COUNTY, ARIZONA ON THIS

____ DAY OF _____, 20____.

BY: _____ CITY ENGINEER

BY: _____ PLANNING DIRECTOR

UTILITY COMPANY ACKNOWLEDGMENT

UNISOURCE ENERGY SERVICES	DATE
CENTURYLINK	DATE
ARIZONA PUBLIC SERVICE	DATE
SUDDENLINK	DATE

BASIS OF BEARING & BENCHMARK

BASIS OF BEARINGS IS THE EAST LINE OF SECTION 33 - SOUTH 00° 12'00" WEST PER THE 1965 B.L.M. NOTES.

SUBDIVISION BENCHMARK IS THE NORTHEAST CORNER OF SECTION 33, ELEVATION = 6927.21'.

TRACT INFORMATION

TRACT 15B IS TO BE RETAINED BY THE OWNER/DEVELOPER FOR FUTURE DEVELOPMENT PHASES.

TRACTS "16, 17, 18, & 19" ARE HEREBY DEDICATED TO THE PROPERTY OWNERS ASSOCIATION AS OPEN SPACE, P.U.E., AND DRAINAGE EASEMENT.

TRACT 20 IS HEREBY DEDICATED TO THE PROPERTY OWNERS ASSOCIATION AS A NON-EXCLUSIVE PRIVATE ROADWAY EASEMENT TO BE OWNED AND MAINTAINED BY THE PROPERTY OWNERS ASSOCIATION AND A P.U.E.

FEMA FLOOD ZONE

THIS PROJECT IS LOCATED IN FEMA ZONE "X" (NO SHADING)

CIVIL ENGINEER OF SUBDIVISION

THE PREPARATION OF ENGINEERING DRAWINGS FOR THIS SUBDIVISION HAS BEEN PERFORMED BY MOGOLLON ENGINEERING & SURVEYING, INC., 411 W. SANTA FE AVE., FLAGSTAFF, AZ. 86001 MR. ROBERT C. IMPELLITTER (CERTIFICATE NO. 22196)

PROJECT INFORMATION

PROJECT NAME:	PINNACLE PINES UNIT 2 - PHASE 2
PROJECT LOCATION:	800 E. STERLING LN. FLAGSTAFF, AZ. 86001
LATITUDE:	N 35° 09' 48.5"
LONGITUDE:	W 111° 39' 01.4"
ASSESSORS PARCEL NUMBER:	105-20-117
TOTAL ACREAGE:	11.22±
NUMBER OF LOTS:	49
GROSS DENSITY:	4.4 UNITS / ACRE
ZONING:	MR Ord. 2005-05 Ins. 331755B
R.L.U.T.P. DESIGNATION:	MEDIUM DENSITY RESIDENTIAL
OWNER/DEVELOPER:	PINNACLE DEVCO LTD 3605 S. FLAGSTAFF RANCH ROAD FLAGSTAFF, AZ 86005 BRIAN RHOTON 928-699-1169



I HEREBY CERTIFY THAT THIS PLAT, AND THE SURVEY ON WHICH IT IS BASED, WAS PERFORMED BY ME AND THAT IT IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Mogollon ENGINEERING & SURVEYING
 PROJECT NO. 18081
 DATE: 7/20/15
 DESIGNED BY: FN-SHEET/DWG
 DRAWN BY: VERT SCALE N/A
 CHECKED BY: HCR SCALE N/A
 REVISIONS: COF comments
 PINNACLE PINES - UNIT 2
 PHASE 2
 FINAL PLAT
 MES# 18081

Mogollon ENGINEERING & SURVEYING
 411 W. Santa Fe Avenue, Flagstaff, AZ. 86001
 P.O. Box 1963, Flagstaff, AZ. 86002
 Phone: 928-214-0214 • Fax: 928-413-0015

PINNACLE PINES - UNIT 2

PHASE TWO - FINAL PLAT

A SUBDIVISION OF TRACT 15A, INSTRUMENT 3711129, C.C.R.O.
 A 49 LOT TOWNHOUSE SUBDIVISION ON 18.5868± ACRES
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 TOWNSHIP 21 NORTH, RANGE 7 EAST, G. & S.R.M.
 FLAGSTAFF, ARIZONA

STATE OF ARIZONA
 NORTHERN ARIZONA UNIVERSITY
 APN: 103-26-002C

FLAGSTAFF LODGE #7
 FREE & ACCEPTED MASONS
 APN: 103-26-002D

NE CORNER
 SECTION 33

TLC PC LAND
 INVESTORS LLC
 APN: 105-10-205

PINNACLE PINES
 UNIT 1
 CASE 8 MAP 78

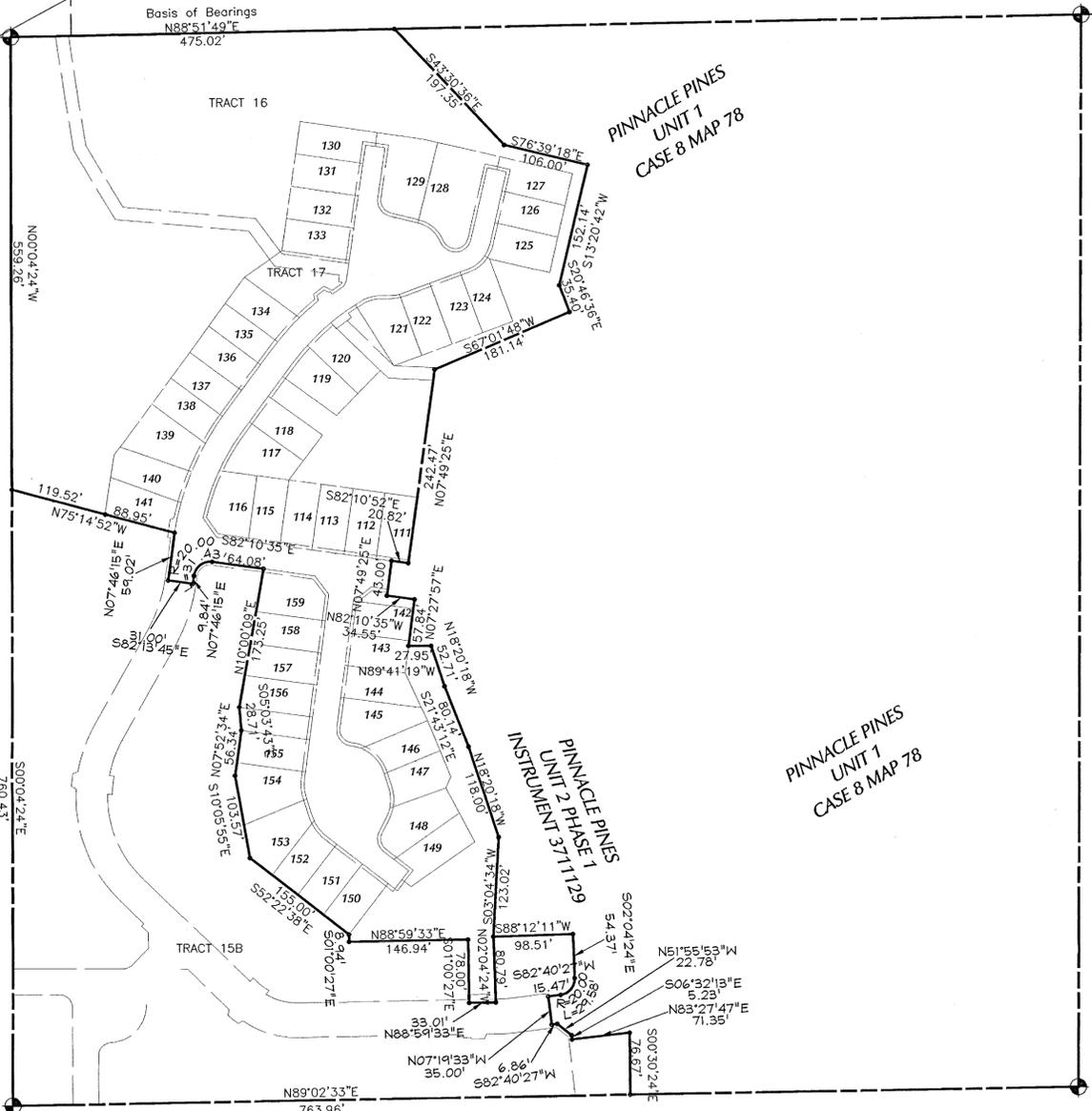
TLC PC LAND
 INVESTORS LLC
 APN: 105-10-205

SCALE: 1"=100'

U.S.F.S.

U.S.F.S.

U.S.F.S.



TRACT INFORMATION

TRACT 15B IS TO BE RETAINED BY THE OWNER/DEVELOPER FOR FUTURE DEVELOPMENT PHASES.
 TRACTS 116, 17, 18, & 19 ARE HEREBY DEDICATED TO THE PROPERTY OWNERS ASSOCIATION AS OPEN SPACE, P.U.E., AND DRAINAGE EASEMENT.
 TRACT 20 IS HEREBY DEDICATED TO THE PROPERTY OWNERS ASSOCIATION AS A NON-EXCLUSIVE PRIVATE ROADWAY EASEMENT TO BE OWNED AND MAINTAINED BY THE PROPERTY OWNERS ASSOCIATION AND A P.U.E.



Instrument # _____
 Recorded at the Request of _____

Date: _____
 Records of Coconino County
 Patty Hansen, County Recorder

Mogollon ENGINEERING & SURVEYING
 UNIT 2
 FINAL PLAT
 PINNACLE PINES PHASE 2
 5/19/15
 MES# 18031

Mogollon ENGINEERING & SURVEYING
 411 W. Santa Fe Avenue
 Flagstaff, Arizona 86001
 Phone: 928-214-0214

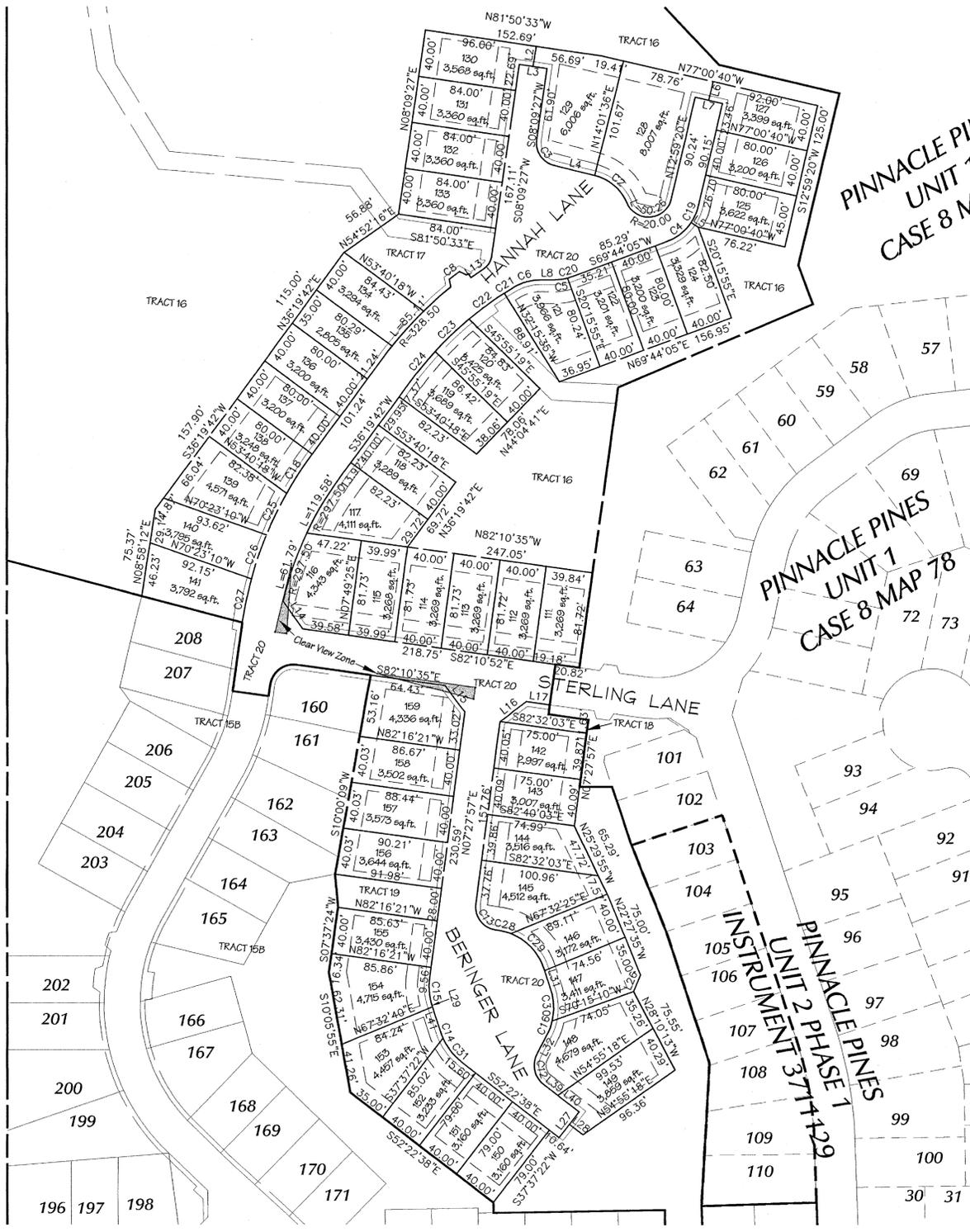


Mogollon ENGINEERING & SURVEYING
 PROJECT NO. 18031
 DATE: 5/19/15
 DESIGNED BY: FNI
 DRAWN BY: dng
 CHECKED BY: _____
 REVISIONS:
 VERT SCALE:
 HOR SCALE: 1"=60'

PINNACLE PINES - UNIT 2

PHASE TWO - FINAL PLAT

A SUBDIVISION OF TRACT 15A, INSTRUMENT 3711129, C.C.R.O.
 A 49 LOT TOWNHOUSE SUBDIVISION ON 18.5868± ACRES
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 FLAGSTAFF, ARIZONA

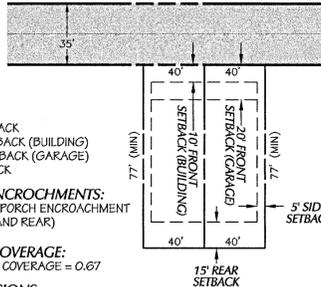


PINNACLE PINES
 UNIT 1
 CASE 8 MAP 78

PINNACLE PINES
 UNIT 1
 CASE 8 MAP 78

LINE	LENGTH	BEARING
L2	17.31	N08°09'27"E
L3	24.00	S81°50'33"E
L4	35.87	N75°58'24"W
L5	7.16	S56°03'08"E
L6	16.54	N12°59'20"E
L7	24.00	S77°00'40"E
L8	10.58	N90°00'00"W
L13	13.32	S55°39'07"W
L14	29.10	N35°11'54"W
L15	28.26	N37°15'58"W
L16	28.34	N52°38'41"E
L17	20.40	S82°10'35"E
L26	15.29	S23°13'02"W
L27	28.00	N37°37'22"E
L28	14.48	S52°22'38"E
L29	1.53	S17°46'01"E
L31	18.02	N17°46'01"W
L32	19.47	S27°22'25"W
L39	15.74	S52°22'38"E
L40	23.21	S52°22'38"E
L41	21.98	S17°46'01"E

CURVE	LENGTH	RADIUS
C2	37.90	41.00
C3	29.37	20.00
C4	27.48	44.00
C5	12.35	48.50
C6	25.00	46.50
C8	11.03	334.50
C12	27.84	20.00
C13	31.85	20.00
C14	6.33	52.50
C15	23.12	52.50
C16	12.10	48.50
C18	40.10	328.50
C19	16.10	44.00
C20	4.80	48.50
C21	9.07	297.50
C22	37.57	297.50
C23	40.06	297.50
C24	32.06	297.50
C25	39.80	328.50
C26	40.03	328.50
C27	38.25	328.50
C28	12.97	48.50
C29	42.91	48.50
C30	26.11	48.50
C31	25.38	52.50



SETBACKS:
 15' REAR SETBACK
 10' FRONT SETBACK (BUILDING)
 20' FRONT SETBACK (GARAGE)
 5' SIDE SETBACK

SETBACKS ENCROACHMENTS:
 5' ALLOWABLE PORCH ENCROACHMENT
 (BOTH FRONT AND REAR)

BUILDING COVERAGE:
 MAX. BUILDING COVERAGE = 0.67

LOT DIMENSIONS
 LOT WIDTHS/DEPTHS VARY (SEE THIS SHEET). THE 40' LOT
 WIDTH DIMENSION SHOWN ABOVE IS A MINIMUM LOT WIDTH
 MEASURED AT THE FRONT AND REAR SETBACK LINES.

TYPICAL LOT DIMENSIONS
 N.T.S.

TRACT INFORMATION

TRACT 15B IS TO BE RETAINED BY THE OWNER/DEVELOPER FOR FUTURE DEVELOPMENT PHASES.

TRACTS 16, 17, 18, & 19 ARE HEREBY DEDICATED TO THE PROPERTY OWNERS ASSOCIATION AS OPEN SPACE, P.U.E., AND DRAINAGE EASEMENT.

TRACT 20 IS HEREBY DEDICATED TO THE PROPERTY OWNERS ASSOCIATION AS A NON-EXCLUSIVE PRIVATE ROADWAY EASEMENT TO BE OWNED AND MAINTAINED BY THE PROPERTY OWNERS ASSOCIATION AND A P.U.E.

Instrument # _____
 Recorded at the Request of _____

Date: _____
 Records of Coconino County
 Patty Hansen, County Recorder

SCALE: 1"=40'

U.S.F.S.

Mogollon ENGINEERING & SURVEYING

Mogollon
 ENGINEERING & SURVEYING
 411 W Santa Fe Avenue
 Flagstaff, Arizona 86001
 Phone: 928-214-0214

Mogollon ENGINEERING & SURVEYING

DATE: 7/20/15
 DESIGNED BY: FN: bose.dwg
 DRAWN BY: VERT SCALE:
 CHECKED BY: HOR SCALE: 1"=40'

PROJECT NO: 18031
 REVISIONS: 7/20/15 COF comments

23950
 KENT V.
 HOTSENPILLER
 COUNTY CLERK
 ARIZONA U.S.A.
 Expires on 3/31/16

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Rick Compau, Purchasing Director
Co-Submitter: Dan Musselman
Date: 10/14/2015
Meeting Date: 10/20/2015



TITLE:

Consideration and Approval of Contract: Animal Shelter Services

RECOMMENDED ACTION:

Approve the Contract with the Coconino Humane Association to provide animal shelter services for the City of Flagstaff for an annual fee of \$199,985.

Executive Summary:

The Coconino Humane Association provides services to the City of Flagstaff for the acceptance of stray animals that are picked up by Animal Control Officers or brought to the shelter by private citizens. Under this contract, the Coconino Humane Association shall provide and perform animal control professional services in conformity with the National Animal Control Association (NACA) policies. The services related programs under this contract include adoption, shelter, spaying, and neutering, licensing, vaccinations, euthanasia and community outreach.

Financial Impact:

The annual fee for these services will be \$199,985. The FY2016 adopted budget totaling \$199,985 for these services is in account 001-09-402-1311-1-4273.

Connection to Council Goal and/or Regional Plan:

Council Goals:

- 3) Provide sustainable and equitable public facilities, services, and infrastructure systems in an efficient and effective manner to serve all population areas and demographics
- 5) Develop and implement guiding principles that address public safety service levels through appropriate staffing levels
- 8) Improve effectiveness of notification, communication, and engagement with residents, neighborhoods and businesses and about City services, programs, policies, projects and developments

Has There Been Previous Council Decision on This:

Yes. April, 2015, Council Budget Study Sessions

Options and Alternatives:

- 1.) Approve the contract with the Coconino Humane Association. This contract will provide animal control professional services for the City of Flagstaff.
- 2.) Not approve this contract. Without this contract in place, there would not be professional animal control services that are critical to the City of Flagstaff.

Background/History:

The City has contracted with the Coconino Humane Association to provide animal shelter services for approximately 15 years. The Coconino Humane Association is and always has been the only organization in Flagstaff that can provide the much needed program services, such as: adoption, shelter, spaying and neutering, licensing, vaccinations, euthanasia and community outreach and provide and perform these animal control services in conformity with the National Animal Control Association (NACA) policies. Over the years, when a formal competitive Request for Proposals (RFP) has been conducted, the Coconino Humane Association is the only organization that has responded to the City's RFP.

The City's Purchasing Section conducted the most recent Request for Proposals (RFP) on January 22, 2015, with proposal responses due no later than February 10, 2015. The City, again, received only one (1) proposal response from the Coconino Humane Association located in Flagstaff, Arizona.

Key Considerations:

Local Flagstaff organization Animal shelter services is a critical need for the City of Flagstaff and currently, the Coconino Humane Association is the only Flagstaff organization who can provide the professional service programs we are in critical need of.

Community Benefits and Considerations:

The City of Flagstaff benefits by having an available facility that will accept, provide shelter for and adopt stray dogs and cats.

Community Involvement:

Inform
Consult
Involve
Collaborate

Attachments: Service Agreement

**CONTRACT FOR
PURCHASE OF MATERIALS AND/OR SERVICES**

Contract No. 2015-54

This Contract is entered into this _____ day of _____, 2015 by and between the City of Flagstaff, a political subdivision of the State of Arizona ("City"), and the Coconino Humane Association ("Contractor").

WHEREAS, the City of Flagstaff desires to receive, and Contractor is able to provide materials and/or services;

NOW THEREFORE, in consideration for the mutual promises contained herein, the parties agree as follows:

Scope of Work: Contractor shall provide the materials and/or services generally described as follows:

ANIMAL SHELTER SERVICES

and as more specifically described in the scope of work attached hereto as **Exhibit A.**

Standard Terms and Conditions: The City of Flagstaff Standard Terms and Conditions, attached hereto as **Exhibit B** are hereby incorporated in this Contract by reference. Contractor hereby warrants that it has read and agrees to the same.

Contract Term: The Contract term is for a period of one (1) year, commencing on _____, 2015 and continues through, 2016.

Renewal: This Contract may be renewed for up to four (4) additional one (1) year terms by mutual written consent of the parties. The City Manager or his designee (the Purchasing Director) shall have authority to approve renewal on behalf of the City.

Compensation: In consideration for the Contractor's satisfactory performance of the work, City shall pay Contractor in accordance with the Price Schedule attached hereto as **Exhibit C.**

Price Adjustment: If price adjustments are permitted (see Exhibit A), any price adjustment must be approved by the City in writing, pursuant to a formal Contract Amendment. The City Council must approve the price adjustment if the annual contract price exceeds \$50,000; otherwise the City Manager or his designee (the Purchasing Director) shall have authority to approve a price adjustment on behalf of the City.

Insurance: Contractor shall meet insurance requirements of the City, set forth in **Exhibit D.**

Notice. Any notice concerning this Contract shall be in writing and sent by certified mail and email as follows:

To the City:

To Contractor:

City of Flagstaff
211 W. Aspen
Flagstaff, Arizona 86001
_____@flagstaffaz.gov

With a copy to:

With a copy to:

Authority. Each party warrants that it has authority to enter into this Contract and perform its obligations hereunder, and that it has taken all actions necessary to enter into this Contract.

CONTRACTOR

Print name: _____

Title: _____

CITY OF FLAGSTAFF

Print name: _____

Title: _____

Attest:

City Clerk

Approved as to form:

City Attorney

Notice to Proceed issued: _____, 20__

Contract for Purchase of Services and/or Materials (Short form)

Form No.

Revised __, 2014

EXHIBIT A

Scope of Work

1. Maintain and operate an animal shelter.
2. Receive unwanted and stray animals from Flagstaff residents.
3. Receive animals impounded by City Animal Control Officers (including police officers) in the performance of their duties.
4. Impound animals involved in bite cases when necessary, and provide quarantine facilities as needed for other health and safety reasons.
5. Humanely euthanize animals not claimed or adopted, or as ordered by the Court. Contractor will follow the euthanasia policies set forth by the National Animal Control Association (NACA).
6. Develop optional policies that address the transfer of impounded animals over to “no-kill shelters” as allowed by state statute and at no additional charge to either party.
7. Collect all license and other fees as required by City ordinance, including, but not limited to fees for rabies shots and remit collected fees to the City on a monthly basis with the reports required by this contract.
8. Establish policies and procedures to insure rabies vaccination of all dogs which are either claimed or adopted.
9. Submit a monthly report to the City detailing each month’s activity, including fees collected, animals impounded, and disposition of each animal.
10. Comply with all Federal, State, County and municipal laws, ordinances, rules or regulations applicable to performance of these services. This specifically includes all laws, ordinances, rules or regulations pertaining to humane treatment, euthanasia, spay/neuter, and the reclaiming or adoption of animals.
11. Public Education (rabies, pet care, bite safety etc.)
12. Vaccinations upon intake (Core Dog/Cat- AVMA recommended)
13. Adoption Services
15. Low cost spay/neuter services for dogs/cats
16. Lost and Found

17. Pet Food Bank for low income assistance
18. Low cost euthanasia services
19. Animal rescue
20. Rabies processing center
21. City Court, Coconino County Superior Court, and Coconino County Probations approved Community Services provider
22. Animal Cruelty Investigations (City of Flagstaff only)
23. Animal Control and Police Officer Assistance 24 hours a day at shelter and offsite (City of Flagstaff only)
24. Animal Ambulance Service for ill/injured (stray) –24 hours a day (City of Flagstaff only)
25. Emergency Veterinary Medical Care ill/injured stray animals (Coconino County pays their medical bills)

EXHIBIT B

CITY OF FLAGSTAFF STANDARD TERMS AND CONDITIONS

IN GENERAL

NOTICE TO PROCEED: Contractor shall not commence performance until after City has issued a Notice to Proceed.

LICENSES AND PERMITS: Contractor its expense shall maintain current federal, state, and local licenses, permits and approvals required for performance of the Contract, and provide copies to City upon request.

COMPLIANCE WITH LAWS: Contractor shall comply with all applicable federal, state and local laws, regulations, standards, codes and ordinances in performance of this Contract.

NON-EXCLUSIVE: The City's proposed form of contract is exclusive and is included as part of this procurement process for your review. The final form of contract will be conformed to match this Solicitation prior to Contract award.

SAMPLES: Any sample submitted to the City by the Contractor and relied upon by City as representative of quality and conformity, shall constitute an express warranty that all materials and/or service to be provided to City shall be of the same quality and conformity.

MATERIALS

PURCHASE ORDERS: The City will issue a purchase order for the materials covered by the Contract, and such order will reference the Contract number.

QUALITY: Contractor warrants that all materials supplied under this Contract will be new and free from defects in material or workmanship. The materials will conform to any statements made on the containers or labels or advertisements for the materials, and will be safe and appropriate for use as normally used. City's inspection, testing, acceptance or use of materials shall not serve to waive these quality requirements. This warranty shall survive termination or expiration of the Contract.

ACCEPTANCE: All materials and services provided by Contract are subject to final inspection and acceptance by the City. Materials and services failing to conform to the Contract specifications may be rejected in whole or part. If rejected, Contractor is responsible for all costs associated arising from rejection.

MANUFACTURER'S WARRANTIES: Contractor shall deliver all Manufacturers' Warranties to City upon City's acceptance of the materials.

PACKING AND SHIPPING: Contractor shall be responsible for industry standard packing which conforms to requirements of carrier's tariff and ICC regulations.

Contract for Purchase of Services and/or Materials (Short form)

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Containers shall be clearly marked as to lot number, destination, address and purchase order number. All shipments shall be F.O.B. Destination, City of Flagstaff, 211 West Aspen Avenue, Flagstaff, Arizona 86001, unless otherwise specified by the City. C.O.D. shipments will not be accepted.

TITLE AND RISK OF LOSS: The title and risk of loss of material shall not pass to the City until the City actually receives the material at the point of delivery, and the City has completed inspection and has accepted the material, unless the City has expressly provided otherwise in the Contract.

NO REPLACEMENT OF DEFECTIVE TENDER: Every tender of materials shall fully comply with all provisions of the Contract. If a tender is made which does not fully conform, this shall constitute a breach and Contractor shall not have the right to substitute a conforming tender without prior written approval from the City.

DEFAULT IN ONE INSTALLMENT TO CONSTITUTE TOTAL BREACH: Contractor and may not substitute nonconforming materials, or services. Delivery of nonconforming materials, and/or services, or a default of any nature, at the option of the City, shall constitute shall deliver conforming materials, or services, in each installment or lot of the contract a breach of the contract as a whole.

SHIPMENT UNDER RESERVATION PROHIBITED: Contractor is not authorized to ship materials under reservation and no tender of a bill of lading shall operate as a tender of the materials.

LIENS: All materials and other deliverables supplied to the City shall be free of all liens other than the security interest held by Contractor until payment in full is made by the City. Upon request of the City, Contractor shall provide a formal release of all liens.

CHANGES IN ORDERS: The City reserves the right at any time to make changes in any one or more of the following: (a) methods of shipment or packing; (b) place of delivery; and (c) quantities. If any change causes an increase or decrease in the cost of or the time required for performance, an equitable adjustment may be made in the price or delivery schedule, or both. Any claim for adjustment shall be evidenced in writing and approved by the City Purchasing Director prior to the institution of the change.

PAYMENT

INVOICES: A separate invoice shall be issued for each shipment and each job completed. Invoices shall include the Contract and/or Purchase Order number, and dates when goods were shipped or work performed. Invoices shall be sent within 30 days following performance. Payment will only be made for satisfactory materials and/or services received and accepted by City.

LATE INVOICES: The City may deduct up to 10% of the payment price for late invoices. The City operates on a fiscal year budget, from July 1 through the following June 30. Except in unusual circumstances, which are not due to the fault of Contractor, City will not honor any invoices or claims submitted after August 15 for materials or services supplied in the prior fiscal year.

TAXES: Contractor shall be responsible for payment of all taxes including federal, state, and local taxes related to or arising out of Contractor's performance of this Contract. Such taxes include but are not limited to federal and state income tax, social security tax, unemployment insurance taxes, transaction privilege taxes, use taxes, and any other taxes or business license fees as required.

Exception: The City will pay any taxes which are specifically identified as a line item dollar amount in the Contractor's bid, proposal, or quote, and which were considered and approved by the City as part of the Contract award process. In this event, taxes shall be identified as a separate line item in Contractor's invoices.

FEDERAL EXCISE TAXES: The City is exempt from paying certain Federal Excise Taxes and will furnish an exemption certificate upon request.

FUEL CHARGES: Contractor at its own expense is liable for all fuel costs related to performance. No fuel surcharges will be accepted or paid by City.

DISCOUNTS: If the Contract provides for payment discounts, payment discounts will be computed from the later date of the following: (a) when correct invoice is received by the City; or (b) when acceptable materials and/or materials were received by City.

AMOUNTS DUE TO THE CITY: Contractor must be current and remain current in all obligations due to the City during performance. Payments to Contractor may be offset by any delinquent amounts due to City or fees and charges owed to City under this Contract.

OFAC: No City payments may be made to any person in violation of Office of Foreign Assets Control regulations, 31 C.F.R. Part 501.

SERVICES

INDEPENDENT CONTRACTOR: Contractor shall be an independent contractor for purposes of all laws, including but not limited to the Fair Labor Standards Act, Federal Insurance Contribution Act, Social Security Act, Federal Unemployment Tax Act, Internal Revenue Code, Immigration and Naturalization Act; Arizona revenue and taxation, workers' compensation, and unemployment insurance laws.

CONTROL: Contractor shall be responsible for the control of the work.

WORK SITE: Contractor shall inspect the work site and notify the City in writing of any deficiencies or needs prior to commencing work.

SAFEGUARDING PROPERTY: Contractor shall responsible for any damage to real property of the City or adjacent property in performance of the work.

QUALITY: All work shall be of good quality and free of defects, performed in a diligent and professional manner.

ACCEPTANCE: If work is rejected by the City due to noncompliance with the Contract, The City, after notifying Contractor in writing, may require Contractor to correct the deficiencies at Contractor's expense, or cancel the work order and pay Contractor only for work properly performed.

WARRANTY: Contractor warrants all work for a period of one (1) year following final acceptance by the City. Upon receipt of written notice from the City, Contractor at its own expense shall promptly correct work rejected as defective or as failing to conform to the Contract, whether observed before or after acceptance, and whether or not fabricated, installed or completed by Contractor, and shall bear all costs of correction. If Contractor does not correct deficiencies within a reasonable time specified in the written notice from the City, the City may perform the work and Contractor shall be liable for the costs. This one-year warranty is in addition to, and does not limit Contractor's other obligations herein. This warranty shall survive termination or expiration of the Contract.

INSPECTION, RECORDS, ADMINISTRATION

RECORDS: The City shall have the right to inspect and audit all Contractor books and records related to the Contract for up to five (5) years after completion of the Contract.

RIGHT TO INSPECT BUSINESS: The City shall have the right to inspect the place of business of the Contractor or its subcontractor during regular business hours at reasonable times, to the extent necessary to confirm Contract performance.

PUBLIC RECORDS: This Contract and any related materials are a matter of public record and subject to disclosure pursuant to Arizona Public Records Law, A.R.S. § 39-121et seq. If Contractor has clearly marked its proprietary information as "confidential", the City will endeavor to notify Contractor prior to release of such information.

CONTRACT ADMINISTRATION: Contractor will be required to participate in the City's Contract Administration Process. Contractor will be closely monitored for contract compliance and will be required to promptly correct any deficiencies.

INDEMNIFICATION, INSURANCE

GENERAL INDEMNIFICATION: Contractor shall indemnify, defend and hold harmless the City, its council, boards and commissions, officers, employees from all losses, claims, suits, payments and judgments, demands, expenses, attorney's fees or actions of any kind resulting from personal injury to any person, including employees, subcontractors or agents of Contractor or damages to any property arising or alleged to have arisen out of the negligent performance of the Contract, except any such injury or damages arising out of the sole negligence of the City, its officers, agents or employees. This indemnification provision shall survive termination or expiration of the Contract. This indemnification clause shall not apply, if a different indemnification clause is included in the City's Specific Terms and Conditions.

INSURANCE: Contractor shall maintain all insurance coverage required by the City, including public liability and worker's compensation.

INTELLECTUAL PROPERTY INDEMNIFICATION: Contractor shall indemnify and hold harmless the City against any liability, including costs and expenses, for infringement of any patent, trademark or copyright or other proprietary rights of any third parties arising out of contract performance or use by the City of materials furnished or work performed under this Contract. Contractor shall promptly assume full responsibility for the defense of any suit or proceeding which is, has been, or may be brought against the City and its agents for alleged infringement, or alleged unfair competition resulting from similarity in design, trademark or appearance of goods, and indemnify the City against any and all expenses, losses, royalties, profits and damages, attorneys fees and costs resulting from such proceedings or settlement thereof. This indemnification provision shall survive termination or expiration of the Contract.

CONTRACT CHANGES

PRICE INCREASES: Except as expressly provided for in the Contract, no price increases will be approved.

COMPLETE AGREEMENT: The Contract is intended by the parties as a complete and final expression of their agreement.

AMENDMENTS: This Contract may be amended by written

SEVERABILITY: If any term or provision of this Contract is found by a court of competent jurisdiction to be illegal or unenforceable, then such term or provision is deemed deleted, and the remainder of this Contract shall remain in full force and effect.

NO WAIVER: Each party has the right insist upon strict performance of the Contract, and the prior failure of a party to insist upon strict performance, or a delay in any exercise of any right or remedy, or acceptance of materials or services, shall not be deemed a waiver of any right to insist upon strict performance.

ASSIGNMENT: This Contract may be assigned by Contractor with prior written consent of the City, which will not be unreasonably withheld. Any assignment without such consent shall be null and void. Unless expressly provided for in a separately executed Consent to Assignment, no assignment shall relieve Contractor (Assignor) from any of its obligations and liabilities under the Contract with respect to City. The Purchasing Director shall have authority to consent to an assignment on behalf of City.

BINDING EFFECT: This Contract shall be binding upon and inure to the benefit of the parties and their successors and assigns.

EMPLOYEES AND SUBCONTRACTORS

SUBCONTRACTING: Unless expressly prohibited in the Contract, Contractor may subcontract work in whole or in part with the City's advance written consent. City reserves the right to withhold consent if subcontractor is deemed irresponsible and/or subcontracting may negatively affect performance. All subcontracts shall include all the terms and conditions set forth in the Contract which shall apply with equal force to the subcontract. Contractor is responsible for contract performance whether or not subcontractors are used.

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NONDISCRIMINATION: Contractor shall not discriminate against any employee or applicant for employment or person to whom it provides services because of race, color, religion, sex, national origin, disability, genetic information, veteran's status, pregnancy, familial status and represents and warrants that it complies with all applicable federal, state and local laws and executive orders regarding employment. In addition any Contractor located within City of Flagstaff limits shall comply with the City Code, Chapter 14-02 Civil Rights which also prohibits discrimination based on sexual orientation, or gender identity or expression.

DRUG FREE WORKPLACE: The City has adopted a Drug Free Workplace policy for itself and those doing business with the City to ensure the safety and health of all persons working on City contracts and projects. Contractor shall require all its personnel to abstain from use or possession of illegal drugs while engaged in performance of this Contract.

IMMIGRATION LAWS: Pursuant to A.R.S. § 41-4401, Contractor hereby warrants to the City that the Contractor and each of its subcontractors will comply with, and are contractually obligated to comply with, all State and Federal Immigration laws and regulations that relate to its employees and A.R.S. § 23-214(A) (hereinafter "Contractor Immigration Warranty"). A breach of the Contractor Immigration Warranty shall constitute a material breach of this Contract and shall subject the Contractor to penalties up to and including termination of this Contract at the sole discretion of the City. The City retains the legal right to inspect the papers of any Contractor or subcontractor employee who works on this Contract to ensure compliance with the Contractor Immigration Warranty. Contractor agrees to assist the City in regard to any such inspections. The City may, at its sole discretion, conduct random verification of the employment records of the Contractor and any subcontractors to ensure compliance with Contractor's Immigration Warranty. Contractor agrees to assist the City in regard to any random verification performed. Neither Contractor nor any subcontractor shall be deemed to have materially breached the Contractor Immigration Warranty if Contractor or subcontractor if Contractor or subcontractor establishes that it has complied with the employment verification provisions prescribed by sections 274A and 274B of the Federal Immigration and Nationality Act and the E-verify requirements prescribed by A.R.S. § 23-214(A).

DEFAULT AND TERMINATION

TERMINATION FOR DEFAULT: Prior to terminating this Contract for a material breach, the non-defaulting party shall give the defaulting party written notice and reasonable opportunity to cure the default, not to exceed thirty (30) days unless a longer period of time is granted by the non-defaulting party in writing. In the event the breach is not timely cured, or in the event of a series of repeated breaches the non-defaulting party may elect to terminate Contract by written notice to Contractor, which shall be effective upon receipt. In the event of default, the parties may execute all remedies available at law in addition Contract remedies provided for herein.

CITY REMEDIES: In the event of Contractor's default, City may obtain required materials and/or services from a substitute contractor, and Contractor shall be liable to the City to pay for the costs of such substitute service. City may deduct or offset the cost of substitute service from any balance due to Contractor, and/or seek recovery of the costs of substitute service against any performance security, and/or collect any

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liquidated damages provided for in the Contract. Remedies herein are not exclusive.

CONTRACTOR REMEDIES: In the event of City's default, Contractor may pursue all remedies available at law, except as provided for herein.

SPECIAL DAMAGES: In the event of default, neither party shall be liable for incidental, special, or consequential damages.

TERMINATION FOR NONAPPROPRIATION OF FUNDS: The City may terminate all or a portion of this Contract due to budget constraints and non-appropriation of funds for the following fiscal year, without penalty or liability to Contractor.

TERMINATION FOR CONVENIENCE: Unless expressly provided for otherwise in the Contract, this Contract may be terminated in whole or part by the City for convenience upon thirty (30) days written notice, without further penalty or liability to Contractor. If this Contract is terminated, City shall be liable only for payment for satisfactory materials and/or services received and accepted by City before the effective date of termination.

TERMINATION DUE TO INSOLVENCY: If Contractor becomes a debtor in a bankruptcy proceeding, or a reorganization, dissolution or liquidation proceeding, or if a trustee or receiver is appointed over all or a substantial portion of the property of Contractor under federal bankruptcy law or any state insolvency law, Contractor shall immediately provide the City with a written notice thereof. The City may terminate this Contract, and Contractor is deemed in default, at any time if the Contractor becomes insolvent, or is a party to any voluntary bankruptcy or receivership proceeding, makes an assignment for a creditor, or there is any similar action that affects Contractor's ability to perform under the Contract.

PAYMENT UPON TERMINATION: Upon termination of this Contract, City will pay Contractor only for satisfactory performance up until the effective date of termination. City shall make final payment within thirty (30) days from receipt of the Contractor's final invoice.

CANCELLATION FOR GRATUITIES: The City may cancel this Contract at any time, without penalty or further liability to Contractor, if City determines that Contractor has given or offered to give any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant ("Gratuities") in connection with award or performance of the Contract.

CANCELLATION FOR CONFLICT OF INTEREST (A.R.S. § 38-511): The City may cancel this Contract within three (3) years after its execution, without penalty or further liability to Contractor.

MISCELLANEOUS

ADVERTISING: Contractor shall not advertise or publish information concerning its Contract with City, without the prior written consent of the City.

NOTICES: All notices given pursuant to this Contract shall be delivered at the addresses as specified in the Contract, or updated by Notice to the other party. Notices

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may be: (a) personally delivered, with receipt effective upon personal delivery; (b) sent via certified mail, postage prepaid, with receipt deemed effective four (4) days after being sent; (c) or sent by overnight courier, with receipt deemed effective two (2) days after being sent Notice may be sent by email as a secondary form of notice.

THIRD PARTY BENEFICIARIES: This Contract is intended for the exclusive benefit of the parties. Nothing herein is intended to create any rights or responsibilities to third parties.

GOVERNING LAW: This Contract shall be governed by and construed in accordance with the laws of the State of Arizona.

FORUM: In the event of litigation relating to this Contract, any action at law or in equity shall be filed in Coconino County, Arizona.

ATTORNEYS FEES: If any action at law or in equity is necessary to enforce the terms of this Contract, the prevailing party shall be entitled to recover its reasonable attorney's fees, costs, professional fees and expenses.

EXHIBIT C
CITY OF FLAGSTAFF
FEE SCHEDULE

Annual contract fee: **\$199,985**

Annual price increase: Subject to Council budget appropriations.

EXHIBIT D

CITY OF FLAGSTAFF INSURANCE REQUIREMENTS

Insurance Representations and Requirements

1. Contractor agrees to comply with all applicable City Ordinances and state and federal laws and regulations.
2. Without limiting any obligations or liabilities of Contractor, Contractor shall purchase and maintain, at its own expense, the minimum insurance required by this Contract with insurance companies duly licensed by the State of Arizona (admitted insurer) with an AM Best, Inc. rating of B ++ 6 or above or an equivalent qualified unlicensed insurer by the State of Arizona (non-admitted insurer) with policies and forms satisfactory to City. Failure to maintain insurance as specified may result in termination of this Contract at City's option.
3. **No Representation of Coverage Adequacy:** By requiring insurance herein, City does not represent that coverage and limits will be adequate to protect Contractor. City reserves the right to review any and all of the insurance policies and/or endorsements cited in this Contract but has no obligation to do so. Failure to demand such evidence of full compliance with the insurance requirements set forth in this Contract or failure to identify any insurance deficiency shall not relieve Contractor from, nor be construed or deemed a waiver of, its obligation to maintain the required insurance at all times during the performance of this Contract.
4. **Coverage Term:** All insurance required herein shall be maintained in full force and effect until all work or services required to be performed under the terms of subject Contract is satisfactorily performed, completed and formally accepted by the City, unless specified otherwise in this Contract.
5. **Claims Made:** In the event any insurance policies required by this Contract are written on a "claims made" basis, coverage shall extend, either by keeping coverage in force or purchasing an extended reporting option, for three (3) years past completion and acceptance of the work or services evidenced by submission of annual Certificates of Insurance citing applicable coverage is in force and contains the provisions as required herein for the three year period.
6. **Use of Subcontractors:** Contractor shall not use subcontractors to perform work under this Contract, unless specifically authorized by the City.
7. **Evidence of Insurance:** Prior to commencing any work or services under this Contract, Contractor shall furnish City with Certificate(s) of Insurance, or formal endorsements as required by this Contract, issued by Contractor's insurer(s) as evidence that policies are placed with acceptable insurers as specified herein and provide the required coverages, conditions, and limits of coverage and such

coverage and provisions are in full force and effect. If a Certificate of Insurance is submitted as verification of coverage, City shall reasonably rely upon the Certificate of Insurance as evidence of coverage but such acceptance and reliance shall not waive or alter in any way the insurance requirements or obligations of this Contract. If any of the cited policies expire during the life of this Contract, it shall be Contractor's responsibility to forward renewal Certificates within ten (10) days after the renewal date containing all the aforementioned insurance provisions.

8. **Required Coverage:**

8.1 **Professional Liability:** Contractor shall maintain Professional Liability insurance covering errors and omissions arising out of the work or services performed by Contractor, or anyone employed by Contractor, or anyone for whose acts, mistakes, errors and omissions Contractor is legally liable, with a liability insurance limit of \$1,000,000 each claim and \$2,000,000 all claims. In the event the Professional Liability insurance policy is written on a "claims made" basis, coverage shall extend for three (3) years past completion and acceptance of the work or services, and Contractor shall be required to submit Certificates of Insurance evidencing proper coverage is in effect as required above.

8.2 **Vehicle Liability:** Contractor shall maintain Business Automobile Liability insurance with a limit of \$1,000,000 each accident on Contractor's owned, hired, and non-owned vehicles assigned to or used in the performance of the Contractor's work or services under this Contract.

Workers' Compensation Insurance: Contractor shall maintain Workers Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction of Contractor's employees engaged in the performance of work or services under this Contract and shall also maintain Employers Liability Insurance of not less than \$100,000 for each accident, \$100,000 disease for each employee and \$500,000 disease policy limit.

8.3 **Additional Insurance Requirements:**

City, its agents, representatives, officers, directors, officials and employees shall be named an Additional Insured under the following policies: a) Business Automobile Liability.

Contractor's insurance shall be primary insurance as respects performance of this Contract.

All policies, except Professional Liability insurance, waive rights of recovery (subrogation) against City, its agents, representatives, officers, directors, officials and employees for any claims arising out of work or services performed by Contractor under this contract.

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Elizabeth A. Burke, City Clerk
Date: 10/14/2015
Meeting Date: 10/20/2015



TITLE:

Discussion and Direction: Specialty Appointments to City Commissions

RECOMMENDED ACTION:

Council direction to staff to bring back ordinance to address specialty criteria and process for bringing applications forward

Executive Summary:

During a recent Work Session the City Council discussed various aspects related to the City's Boards and Commissions. While two of the directives (changes to Council Appointment Team selection process and reactivating the Diversity Awareness Commission), one item remains and that is for further discussion by the Council as to criteria for those Commissions which call for Specialty Representatives. Commissions impacted by this requirement include: Beautification and Public Art Commission; Heritage Preservation Commission; Open Spaces Commission and Tourism Commission. Once Council has had an opportunity to review and/or establish criteria desired for each of these commissions, staff will prepare and bring back an ordinance to make the required adjustments. Additionally, this is an opportunity for Council to provide direction to staff on the process to bring applications forward for consideration.

Financial Impact:

None

Connection to Council Goal and/or Regional Plan:

COUNCIL GOALS:

8) Improve effectiveness of notification, communication, and engagement with residents, neighborhoods and businesses and about City services, programs, policies, projects and developments

Previous Council Decision on This:

The City Council has previously discussed the Boards/Commissions program and other aspects, but has not specifically had an opportunity to discuss what criteria they would like to establish for each of these commissions.

Options and Alternatives:

- 1) Establish criteria for specialty appointments for any/all of the above-referenced commissions and delineate the appointment process;
- 2) Direct staff to bring back an ordinance to amend the City Code to eliminate such criteria.

Background/History:

During a recent Work Session the City Council discussed various aspects related to the City's Boards and Commissions, including the criteria for those commissions which call for some members to have certain experience or qualifications ("Specialty Representatives"). The attached chart shows those commissions which currently have Specialty Representatives and the current language of the respective sections of the City Code.

Prior discussion revolved around the fact that while special representatives were required for four of the City's commissions, criteria were not included. This has been placed on the agenda as an opportunity for the Council to further discuss this issue and consider what criteria they would like to establish and provide direction to staff. Also, this is an opportunity for Council to direct staff in what process they would like staff to follow in the appointment process overall.

Community Involvement:

Inform

Attachments: Table

CITY OF FLAGSTAFF
Commissions with Specialty Representatives
October 2015

BEAUTIFICATION AND PUBLIC ART COMMISSION FCC 2-14

DUTIES:

The duties of the Commission shall be to:

- A. The Commission shall be responsible for preparing a Five (5) Year Plan. The Five Year Plan shall be used as a guideline for future programs. Said Plan shall be presented to the Council prior to April 1 of each year.
- B. Develop and present to City Council an Annual Plan outlining the Commission's program recommendations for the upcoming fiscal year. Said plan shall be presented to the Council prior to April 1 of each year.
- C. Make recommendations to the City Council concerning the annual budgetary allocation of the beautification and public art portions of the Bed, Board and Booze Tax and other monies as deemed appropriate by the City Council, as outlined in City Code, Section [3-06-001-0004](#), to include, but not be limited to:
 - 1. Purchase, installation or modification of landscaping and irrigation systems;
 - 2. Purchase, removal or modification of billboards and nonconforming signs;
 - 3. Beautification of buildings and facilities, streetscapes and gateways;
 - 4. Purchase and installation of public art projects;
 - 5. Purchase or lease of easements or property necessary for beautification projects.
- D. Make recommendations to the City Council for public art projects by:
 - 1. Reviewing and defining potential public art projects and writing project descriptions.
 - 2. Determining the artist selection method and writing the call to artists for public art projects.
 - 3. Evaluating public art proposals for recommendation to the City Council.
 - 4. Facilitating display of local art in public facilities.
- E. Perform any additional duties as determined by the City Council, related to beautification and public art activities. (Ord.1580, 8-2-88)

COMPOSITION: One (1) member to be from the hospitality industry,
One (1) voting member from the arts community, including but not limited to artists, craftsmen, gallery owners, arts educator, art historian, art curator, art administrator.
One (1) voting member who is a design professional, including, but not limited to, architect, landscape architect, urban planner, or graphic designer

FYI: DEFINITION OF HOSPITALITY INDUSTRY PER FCC 3-01-001-0001: those establishments engaged in business as bar/lounge, restaurant or hotel/motel/campground

DUTIES:

- A. The Commission may recommend to the City Council that properties be designated landmarks or historic design review districts, subject to the procedures and requirements of the adopted land use regulations and/or development code of the City of Flagstaff. See Title 10, Chapter 30 of the City Code for Purpose, Applicability, Procedures and Requirements.
- B. The Commission shall increase public awareness of the value of historic, cultural, and architectural preservation by developing and participating in public education programs.
- C. The Commission shall advise and assist owners of landmarks or historic structures on physical and financial aspects of preservation, renovation, rehabilitation, and reuse.
- D. The Commission shall make recommendations to the City Council concerning the utilization of federal, state, local or private funds to promote the preservation of landmarks and historic districts within the City.
- E. The Commission may recommend acquisition of landmark structures by the City where:
 - 1. preservation is essential to the purposes of the Land Development Code;
 - 2. private preservation is not feasible, and where either imminent demolition is pending or, for a period in excess of one year, required maintenance of said structures according to City Building Codes has not been accomplished due to deficiencies of ownership affecting maintenance; and
 - 3. where preservation of said structures is related to some other existing plan or report.
- F. The Commission shall review and make decisions on any development application for a Certificate of Appropriateness and require the same plans to be submitted to the Development Review Board, plus applicable elevation drawings.
- G. The Commission shall develop and adopt design guidelines for historic and non-historic structures within designated design review districts, or individual historic structures or landmarks, to assist property owners and developers in preservation, renovation, rehabilitation, and reuse of historic structures and others within designated districts. If there is more than one designated district, the Commission shall develop appropriate design guidelines for each district. The design guidelines, and major amendments thereto, shall be subject to a public hearing before the Commission, including notification of the property owners within the district to which they would apply, per procedures outlined in Section 10-30.30 of the City Code.
- H. The Commission shall carry out other such duties as determined by the City Council; and present other recommendations the City Council deems pertinent.

COMPOSITION: Two (2) members must be professionals in the areas of architecture, history, architectural history, planning, or archaeology.
Two (2) members shall be owners of locally designated historic properties/properties listed on the National Register Historic Places.
Any member may satisfy more than one (1) of the above qualifications and any "professional" category may be filled by a person who is retired from that profession.

OPEN SPACES COMMISSION FCC 2-20

DUTIES:

- A. It shall be the Commission's duty to advise the City Council on acquisition, preservation, and alternatives for open space land management.
- B. The duties of the Commission shall also include, but not be limited to: Reviewing and advising the City Council on the development of an Open Spaces Long Range Management Plan and policies to provide broad, long-term direction for planning and decision making for the lands designated as Urban Open Space Management Area in the Urban Open Spaces Plan of the Flagstaff Area Regional Land Use and Transportation Plan.
- C. Advising and assisting the Mayor and City Council on ways to educate and involve the community on the value, protection, and stewardship of open space lands.
- D. Advising and assisting the Mayor and City Council on ways to work collaboratively with other governmental entities, organizations, and departments to advance and ensure the implementation of the Open Spaces Long Range Management Plan and the Flagstaff Area Regional Land Use and Transportation Plan.
- E. Advising and assisting the Mayor and City Council regarding regional open space issues as well as to any regional open spaces coalition that may be formed in the future relative to lands designated as open space in the Greater Flagstaff Area Open Spaces and Greenways Plan.
- F. Obtaining public input and participation in various programs such as environmental education and interpretation on the use, operation, and management of open space and providing information concerning the goals, projects, and operations of the open space program

COMPOSITION: Four (4) members from natural/cultural sciences;
One (1) member who markets real estate or is a representative from real estate development

TOURISM COMMISSION FCC 2-13

DUTIES:

- A. Prepare a Five (5) Year Master Plan. The Five Year Plan shall be used as a guideline for future programs. Said Plan shall be presented to the Council prior to April 1 of each year.
- B. Develop and present to City Council an Annual Plan outlining the Commission's program recommendations for the upcoming fiscal year. Said plan shall be presented to the Council prior to April 1 of each year.
- C. Make recommendations to the City Council concerning the annual budgetary allocation of the tourism portion of the Bed, Board and Booze Tax, as outlined in Ordinance No. 1532, Section 4 A. 3.b.(1)-(7).
- D. Perform any additional duties as determined by the City Council, related to tourism activities. (Ord. 1579, 8-2-88)

COMPOSITION: Four (4) members from the hospitality industry

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Stephanie Smith, Assistant to City Manager
Date: 10/15/2015
Meeting Date: 10/20/2015



TITLE:

Presentation by NAU President Rita Cheng on Recent and Upcoming Events. *(It is anticipated that this item will be carried forward to the 6 pm meeting.)*

RECOMMENDED ACTION:

Informational Only

Executive Summary:

Northern Arizona University President Rita Cheng will present to Mayor and City Council. Her presentation will include a statement of gratitude to the City and entire community for the support NAU received following last week's tragedy. President Cheng will also formally invite the Council and community to the 2015 NAU Homecoming festivities.

Financial Impact:

None

Connection to Council Goal and/or Regional Plan:

None

Previous Council Decision on This:

None

Options and Alternatives:

None

Community Involvement:

Inform

Attachments:

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Brad Hill, Utilities Director
Date: 10/15/2015
Meeting Date: 10/20/2015



TITLE:

Public Hearing: Utilities Rate Study - Discussion regarding Consultant and Possible Alterations to Path Forward.

RECOMMENDED ACTION:

Continue Public Hearing - Give staff direction on three proposed options on how to move forward.

Executive Summary:

This is a continuation of the Public Hearing first opened on October 6, 2015. In response to questions and comments from Council and the Public relative to the Utilities Rate Study, Staff has decided to seek Council direction regarding three options on how to move forward. The three options are outlined here. Option-1: Stay the present course; Option-2: Slow down the process; Option-3: Pause and withdraw from the current process. The details and pros v. cons of each option are discussed below.

Lastly, Council's questions from the October 13, 2015 meeting are listed below. Answers are in the attachments.

1. Reclaimed Water Data Validation.
2. Revise water table that separates out the energy surcharge AND contains the percentage increases.
3. Provide a table that defines reclaimed water revenue by Customer Class.
4. How many times has the City subsidized the reclaimed water system with potable water?
5. What is the current reclaimed water subsidy?
6. What is the breakdown of the budget for the Water Conservation Program?
7. Examples of Conservation Rebates.
8. How many Conservation Rebates are on the Utilities waiting list?

Financial Impact:

The Willdan Financial Services contract was originally awarded at \$114,380. An additional \$35,000 was authorized to provide additional rate scenarios and public hearing dates for a total contract value of \$149,380. A total of \$127,180 has been spent to date.

Connection to Council Goal and/or Regional Plan:

COUNCIL GOALS:

- 2) Ensure Flagstaff has a long-term water supply for current and future needs.
- 3) Provide sustainable and equitable public facilities, services, and infrastructure systems in an efficient and effective manner to serve all population areas and demographics.
- 7) Address key issues and processes related to the implementation of the Regional Plan.

REGIONAL PLAN:

The Flagstaff Regional Plan 2030 supports the update and adjustment to City utility rates with the following goals: Policies are only included where needed to clarify a goal. Goal WR.2 Manage a coordinated system of water, wastewater and reclaimed water utility service facilities and resources at the City level and identify funding to pay for new resources. Goal WR.4 logically enhance and extend the City's public water, wastewater and reclaimed water utility services including their treatment, distribution and collection systems in both urbanized and newly developed areas of the City to provide an efficient delivery of services. Goal E.1 increase energy efficiency. E1.4 promote cost effective energy efficient terminologies and design. Goal U.7 Provide for public services and infrastructure. Goal LU.8 balance future growth with available water resources. Goal CD.1 Improve the City and County financial systems to provide for needed infrastructure development and rehabilitation, including maintenance and enhancement of existing infrastructure. Goal PF.2 Provide sustainable and equitable public facilities services, and infrastructure systems in an efficient and effective manner to serve all population areas and demographics.

Previous Council Decision on This:

The City Council adopted a Resolution of Intent to modify water, wastewater, reclaimed water and stormwater rates at the August 25, 2015 meeting. Additionally, Council opened a Public Hearing on October 6th and continued the hearing on October 13, 2015.

Options and Alternatives:

Option 1: Stay the present course

- a. Retain Willdan Financial Services (Willdan) to complete the Rate Study and develop their Final Report
- b. Continue with Willdan's presentation on Capacity Fees at the November 3, 2015 meeting
- c. Wrap up and close the Public Hearing
- d. Council to provide direction then staff will draft an Ordinance for consideration
- e. Proceed to 1st read of an Ordinance adjusting utility rates

Pros - Keeps the process of considering adjustments to any utility rates on the established timeline. Maintains adequate funding of each utility fund for their operations, maintenance and replacement.

Cons - General concerns with the process and consultant.

Option 2: Slow down the process

- a. Retain Willdan Financial Services (Willdan) to complete the Rate Study and develop their Final Report
- b. Separate out the Reclaimed Water portion of the Rate Study and meet with Council in a future Work Session to receive further direction
- c. Continue moving forward with Water, Wastewater, Stormwater and Capacity fees
- d. Continue with Willdan's presentation on Capacity Fees at the November 3, 2015 meeting
- e. Wrap up and close the Public Hearing
- e. Council to provide direction then staff will draft an Ordinance for consideration
- f. Proceed to 1st read of an Ordinance adjusting utility rates
- g. Staff to provide a presentation on the Water Conservation Program at a future Work Session

Pros - slows the process down allowing Council and the public more time to provide input and direction to staff on what to include in a draft Ordinance on any adjustment to rates.

Cons - delays implementation of any adjustment to some or all of the rates



October 16, 2015

Mr. Brad Hill
Utilities Director
City of Flagstaff
211 West Aspen Ave.
Flagstaff, AZ 86001

RE: Responses to Council Questions at Our Oct 13th Presentation

Mr. Hill:

During our October 13th presentation, Willdan Financial Services (“Willdan”) was asked to address several concerns of various City Councilmembers. We have endeavored to address those concerns in the responses below. Please note that we have paraphrased the questions posed by the various Councilmembers below and have listed them in no particular order.

Question 1:

Can you elaborate on the inability to validate the reclaimed water billing data?

Response to Question 1:

Through the normal course of a rate study we validate billing data in order to design alternative rate structures. This is a key foundational step in the analysis necessary to develop rates. While we were successful with the validation of the water and sewer billing databases to within less than a 1% variance, we were not able to successfully validate the reclaimed water billing data – though we attempted several times. It is important to note that we were able to validate the total reclaimed dataset to within approximately 5% of our target. However, for rate making purposes we must be able to validate within approximately 1-2% in order to offer substantive rate design alternatives. Without validation within this confidence interval, any rates that are developed and implemented using this data are likely to be inaccurate, resulting in either under- or over-collection of revenue when customers are billed.

The inability to validate billing data happens occasionally and, when it does, it is normal policy to apply overall rate increases uniformly to the rates and charges of the subject rate study, which we did for the reclaimed water rate options presented in the Final Draft Report and to the Council. This approach allows the utility to generate sufficient revenue to satisfy the updated revenue requirement developed as part of this study. Since this approach was consistent with that of the previous rate study conducted by Willdan, which resulted in the City's approval of the existing reclaimed water rate structure, we believed this issue was communicated and settled well before the report was issued.

However, as noted during the discussion at the Council meeting, it is apparent that the level of agreement and understanding of this question was not as uniform as we assumed. City staff has noted that they weren't clear on this question. In this regard, the requirement to sufficiently communicate falls on Willdan and, in hindsight, we should have raised the issue with more urgency than we did and initiated a more detailed discussion with the City. This miscommunication triggered misunderstanding as to the basis for the reclaimed water rates presented, and doubt about the validity of the study, which we certainly regret.

It is worth noting that we were within approximately 5% of our overall target which, while not sufficient for rate-making purposes (for the reason described previously), is not in itself indicative of any particular problem with the billing of reclaimed water customers.

Since this came to light in our October 13th presentation to Council, we have worked with City staff to further investigate the cause of our inability to reconcile the reclaimed water billing data to the revenue that was actually billed/collected for reclaimed water. With the help of City staff, we can now state that we have been able to successfully validate the reclaimed water billing data to within acceptable tolerances and could, should the Council request, offer alternative reclaimed water rate designs for future consideration.

Question 2:

Can you provide a water rate schedule which shows the percent change for each water rate in each year of the forecast period?

Response to Question 2:

Rate schedules for each water rate scenario are presented below.

Per Council request, we have separated the energy surcharge from the % change calculation presented in the water rate tables below.

Please note that the true calculation of the increase in the volumetric rate for each customer class/and or usage tier should include the addition of the energy surcharge, which is applicable to all usage.

Rates for Rate Options 1A, 1B, 1C

Water		Rate Options 1A, 1B, 1C										
Water Rate Structure - Fixed Charges												
Monthly Fixed Charge - Inside City												
Meter Size	FY 15		FY 16		FY 17		FY 18		FY 19		FY 20	
			% Change from Prior Year		% Change from Prior Year		% Change from Prior Year		% Change from Prior Year		% Change from Prior Year	
0.75	\$ 13.42	\$ 13.83	3.1%	\$ 14.25	3.0%	\$ 14.68	3.0%	\$ 15.13	3.0%	\$ 15.59	3.0%	
1	15.80	16.28	3.0%	16.77	3.0%	17.28	3.0%	17.80	3.0%	18.34	3.0%	
1.5	21.75	22.41	3.0%	23.09	3.0%	23.79	3.0%	24.51	3.0%	25.25	3.0%	
2	28.90	29.77	3.0%	30.67	3.0%	31.60	3.0%	32.55	3.0%	33.53	3.0%	
3	45.57	46.94	3.0%	48.35	3.0%	49.81	3.0%	51.31	3.0%	52.85	3.0%	
4	69.38	71.47	3.0%	73.62	3.0%	75.83	3.0%	78.11	3.0%	80.46	3.0%	
6	128.91	132.78	3.0%	136.77	3.0%	140.88	3.0%	145.11	3.0%	149.47	3.0%	
8	200.34	206.36	3.0%	212.56	3.0%	218.94	3.0%	225.51	3.0%	232.28	3.0%	
10	283.68	292.20	3.0%	300.97	3.0%	310.00	3.0%	319.30	3.0%	328.88	3.0%	

*Outside City rates 1.10x higher
 **Slight percentage differences in rates above from year to year may occur due to rounding.

Water		Rate Option 1A											
Water Rate Structure - Flow Charges													
Flow Charge per 1,000 Gallons - Inside City													
Customer Class	Tier Range	FY 15		FY 16		FY 17		FY 18		FY 19		FY 20	
			% Change from Prior Year		% Change from Prior Year		% Change from Prior Year		% Change from Prior Year		% Change from Prior Year		% Change from Prior Year
Single Family Residential	0 - 3,700 Gal/Mo	\$ 2.77	5.4%	\$ 2.92	4.7%	\$ 3.03	3.8%	\$ 3.14	3.6%	\$ 3.25	3.5%	\$ 3.36	3.4%
	3,701 - 6,400 Gal/Mo	3.59	4.7%	3.76	4.2%	3.90	3.7%	4.04	3.6%	4.17	3.2%	4.31	3.4%
	6,401 - 11,700 Gal/Mo	5.53	4.2%	5.76	3.6%	5.96	3.5%	6.16	3.4%	6.36	3.2%	6.56	3.1%
	11,701 and above	11.06	3.6%	11.46	3.2%	11.83	3.2%	12.21	3.2%	12.59	3.1%	12.98	3.1%
Multi-Family Residential	All Usage	3.56	4.8%	3.73	3.8%	3.86	3.5%	4.00	3.6%	4.13	3.3%	4.27	3.4%
Commercial	All Usage	3.78	4.8%	3.96	4.1%	4.10	3.5%	4.25	3.7%	4.39	3.3%	4.54	3.4%
Northern Arizona University	All Usage	3.47	4.9%	3.64	3.7%	3.77	3.6%	3.91	3.7%	4.04	3.3%	4.18	3.5%
Lawn Meters	All Usage	3.78	4.8%	3.96	4.1%	4.10	3.5%	4.25	3.7%	4.39	3.3%	4.54	3.4%
Manufacturing	All Usage	3.73	4.8%	3.91	3.6%	4.05	3.6%	4.19	3.5%	4.33	3.3%	4.47	3.2%
Standpipes	All Usage	5.78	4.2%	6.02	3.3%	6.22	3.3%	6.43	3.4%	6.64	3.3%	6.85	3.2%

Rates above EXCLUDE
 Projected Energy Charge per 1,000 Gal - Applicable to All Flow (Subject to Change Based on Future Energy Costs)
 \$ 0.96 \$ 0.93 \$ 0.94 \$ 0.95 \$ 0.97 \$ 0.99
 *Outside City rates 1.10x higher
 **Slight percentage differences in rates above from year to year may occur due to rounding.

Water Rate Option 1B												
Water Rate Structure - Flow Charges												
Flow Charge per 1,000 Gallons - Inside City												
Customer Class	Tier Range	FY 15	FY 16	% Change from Prior Year	FY 17	% Change from Prior Year	FY 18	% Change from Prior Year	FY 19	% Change from Prior Year	FY 20	% Change from Prior Year
Single Family Residential	0 - 4,000 Gal/Mo	\$ 2.77	\$2.95	6.5%	\$3.06	3.7%	\$3.17	3.6%	\$3.28	3.5%	\$3.39	3.4%
	4,001 - 7,000 Gal/Mo	3.59	3.80	5.8%	3.94	3.7%	4.08	3.6%	4.22	3.4%	4.36	3.3%
	7,001 - 12,000 Gal/Mo	5.53	5.82	5.2%	6.02	3.4%	6.22	3.3%	6.42	3.2%	6.63	3.3%
	12,001 and above	11.06	11.57	4.6%	11.94	3.2%	12.32	3.2%	12.70	3.1%	13.10	3.1%
Multi-Family Residential	All Usage	3.56	3.71	4.2%	3.85	3.8%	3.99	3.6%	4.12	3.3%	4.26	3.4%
Commercial	All Usage	3.78	3.93	4.0%	4.07	3.6%	4.22	3.7%	4.36	3.3%	4.50	3.2%
Northern Arizona University	All Usage	3.47	3.59	3.5%	3.72	3.6%	3.85	3.5%	3.98	3.4%	4.11	3.3%
Lawn Meters	All Usage	3.78	3.92	3.7%	4.06	3.6%	4.20	3.4%	4.34	3.3%	4.48	3.2%
Manufacturing	All Usage	3.73	3.86	3.5%	4.00	3.6%	4.14	3.5%	4.28	3.4%	4.42	3.3%
Standpipes	All Usage	5.78	6.05	4.7%	6.26	3.5%	6.47	3.4%	6.68	3.2%	6.89	3.1%
Rates above EXCLUDE												
Projected Energy Charge per 1,000 Gal - Applicable to All Flow (Subject to Change Based on Future Energy Costs)												
		\$ 0.96	\$ 0.93		\$ 0.94		\$ 0.95		\$ 0.97		\$ 0.99	
*Outside City rates 1.10x higher												
**Slight percentage differences in rates above from year to year may occur due to rounding.												

Water Rate Option 1C												
Water Rate Structure - Flow Charges												
Flow Charge per 1,000 Gallons - Inside City												
Customer Class	Tier Range	FY 15	FY 16	% Change from Prior Year	FY 17	% Change from Prior Year	FY 18	% Change from Prior Year	FY 19	% Change from Prior Year	FY 20	% Change from Prior Year
Single Family Residential	0 - 3,700 Gal/Mo	\$ 2.77	\$ 2.92	5.4%	\$ 3.03	3.8%	\$ 3.14	3.6%	\$ 3.25	3.5%	\$ 3.36	3.4%
	3,701 - 6,400 Gal/Mo	3.59	3.76	4.7%	3.90	3.7%	4.04	3.6%	4.17	3.2%	4.31	3.4%
	6,401 - 11,700 Gal/Mo	5.53	5.76	4.2%	5.96	3.5%	6.16	3.4%	6.36	3.2%	6.56	3.1%
	11,701 and above	11.06	11.46	3.6%	11.83	3.2%	12.21	3.2%	12.59	3.1%	12.98	3.1%
Multi-Family Residential	All Usage	3.56	3.73	4.8%	3.86	3.5%	4.00	3.6%	4.13	3.3%	4.27	3.4%
Commercial	Tier 1**	3.78	1.10	-70.9%	1.14	3.7%	1.18	3.5%	1.22	3.4%	1.26	3.3%
	Tier 2**	3.78	1.55	-59.1%	1.60	3.5%	1.65	3.1%	1.70	3.0%	1.76	3.5%
	Tier 3**	3.78	2.60	-31.2%	2.68	3.0%	2.77	3.4%	2.86	3.2%	2.95	3.1%
	Tier 4**	3.78	5.61	48.4%	5.78	3.0%	5.96	3.1%	6.14	3.0%	6.33	3.1%
Northern Arizona University	Tier 1**	3.47	0.66	-80.9%	0.69	4.2%	0.72	4.3%	0.75	4.2%	0.78	4.0%
	Tier 2**	3.47	1.01	-70.8%	1.05	3.8%	1.09	3.8%	1.13	3.7%	1.17	3.5%
	Tier 3**	3.47	1.84	-47.0%	1.90	3.3%	1.96	3.2%	2.02	3.1%	2.09	3.5%
	Tier 4**	3.47	4.20	21.0%	4.33	3.1%	4.46	3.0%	4.60	3.1%	4.74	3.0%
Lawn Meters	Tier 1**	3.78	0.91	-75.9%	0.94	3.3%	0.97	3.2%	1.00	3.1%	1.03	3.0%
	Tier 2**	3.78	1.31	-65.2%	1.36	3.5%	1.41	3.7%	1.46	3.5%	1.51	3.4%
	Tier 3**	3.78	2.27	-39.9%	2.34	3.0%	2.42	3.4%	2.50	3.3%	2.58	3.2%
	Tier 4**	3.78	5.00	32.2%	5.15	3.0%	5.31	3.1%	5.47	3.0%	5.64	3.1%
Manufacturing	Tier 1**	3.73	0.71	-80.9%	0.74	3.9%	0.77	4.1%	0.80	3.9%	0.83	3.7%
	Tier 2**	3.73	1.07	-71.2%	1.11	3.4%	1.15	3.6%	1.19	3.5%	1.23	3.4%
	Tier 3**	3.73	1.93	-48.3%	1.99	3.2%	2.05	3.0%	2.12	3.4%	2.19	3.3%
	Tier 4**	3.73	4.36	17.0%	4.50	3.2%	4.64	3.1%	4.78	3.0%	4.93	3.1%
Standpipes	All Usage	5.78	6.01	4.0%	6.20	3.1%	6.39	3.1%	6.59	3.1%	6.79	3.0%
Rates above EXCLUDE Projected Energy Charge per 1,000 Gal - Applicable to All Flow (Subject to Change Based on Future Energy Costs)												
		\$ 0.96	\$ 0.93		\$ 0.94		\$ 0.95		\$ 0.97		\$ 0.99	
*Outside City rates 1.10x higher												
** Non Residential tiers to be expanded by AWWA Meter Equivalency Factors based on Non Residential Customer's Meter Size (See Below)												
Meter Size	AWWA Meter Equivalency Factors											
0.75	1.00											
1.00	1.67											
1.50	3.33											
2.00	5.33											
3.00	10.00											
4.00	16.67											
6.00	33.33											
8.00	53.33											
10.00	76.67											

Rates for Rate Options 2A, 2B, 2C

Water			Rate Options 2A, 2B, 2C									
Water Rate Structure - Fixed Charges												
Monthly Fixed Charge - Inside City												
Meter			% Change from Prior			% Change from Prior			% Change from Prior			% Change from Prior
Size	FY 15	FY 16	Year	FY 17	Year	FY 18	Year	FY 19	Year	FY 20	Year	
0.75	\$ 13.42	\$ 14.36	7.0%	\$ 15.37	7.0%	\$ 16.45	7.0%	\$ 17.61	7.1%	\$ 18.85	7.0%	
1	15.80	16.91	7.0%	18.10	7.0%	19.37	7.0%	20.73	7.0%	22.19	7.0%	
1.5	21.75	23.28	7.0%	24.91	7.0%	26.66	7.0%	28.53	7.0%	30.53	7.0%	
2	28.90	30.93	7.0%	33.10	7.0%	35.42	7.0%	37.90	7.0%	40.56	7.0%	
3	45.57	48.76	7.0%	52.18	7.0%	55.84	7.0%	59.75	7.0%	63.94	7.0%	
4	69.38	74.24	7.0%	79.44	7.0%	85.01	7.0%	90.97	7.0%	97.34	7.0%	
6	128.91	137.94	7.0%	147.60	7.0%	157.94	7.0%	169.00	7.0%	180.83	7.0%	
8	200.34	214.37	7.0%	229.38	7.0%	245.44	7.0%	262.63	7.0%	281.02	7.0%	
10	283.68	303.54	7.0%	324.79	7.0%	347.53	7.0%	371.86	7.0%	397.90	7.0%	

*Outside City rates 1.10x higher
 **Slight percentage differences in rates above from year to year may occur due to rounding.

Water			Rate Option 2A									
Water Rate Structure - Flow Charges												
Flow Charge per 1,000 Gallons - Inside City												
Customer Class	Tier Range	FY 15	FY 16	% Change from Prior	FY 17	% Change from Prior	FY 18	% Change from Prior	FY 19	% Change from Prior	FY 20	% Change from Prior
Single Family Residential	0 - 3,700 Gal/Mo	\$ 2.77	\$ 3.07	10.8%	\$ 3.34	8.8%	\$ 3.63	8.7%	\$ 3.94	8.5%	\$ 4.27	8.4%
	3,701 - 6,400 Gal/Mo	3.59	3.94	9.7%	4.28	8.6%	4.64	8.4%	5.02	8.2%	5.42	8.0%
	6,401 - 11,700 Gal/Mo	5.53	6.02	8.9%	6.50	8.0%	7.02	8.0%	7.56	7.7%	8.14	7.7%
	11,701 and above	11.06	11.94	8.0%	12.84	7.5%	13.80	7.5%	14.82	7.4%	15.91	7.4%
Multi-Family Residential	All Usage	3.56	3.91	9.8%	4.24	8.4%	4.60	8.5%	4.97	8.0%	5.37	8.0%
Commercial	All Usage	3.78	4.15	9.8%	4.50	8.4%	4.88	8.4%	5.27	8.0%	5.69	8.0%
Northern Arizona University	All Usage	3.47	3.82	10.1%	4.15	8.6%	4.50	8.4%	4.87	8.2%	5.26	8.0%
Lawn Meters	All Usage	3.78	4.15	9.8%	4.50	8.4%	4.88	8.4%	5.27	8.0%	5.69	8.0%
Manufacturing	All Usage	3.73	4.09	9.7%	4.44	8.6%	4.81	8.3%	5.20	8.1%	5.62	8.1%
Standpipes	All Usage	5.78	6.29	8.8%	6.79	7.9%	7.33	8.0%	7.89	7.6%	8.50	7.7%

Rates above EXCLUDE
 Projected Energy Charge per 1,000 Gal - Applicable to All Flow (Subject to Change Based on Future Energy Costs)
 \$ 0.96 \$ 0.93 \$ 0.94 \$ 0.95 \$ 0.97 \$ 0.99
 *Outside City rates 1.10x higher
 **Slight percentage differences in rates above from year to year may occur due to rounding.

Water			Rate Option 2B									
Water Rate Structure - Flow Charges												
Flow Charge per 1,000 Gallons - Inside City												
Customer Class	Tier Range	FY 15	FY 16	% Change from Prior	FY 17	% Change from Prior	FY 18	% Change from Prior	FY 19	% Change from Prior	FY 20	% Change from Prior
Single Family Residential	0 - 4,000 Gal/Mo	\$ 2.77	\$ 3.10	11.9%	\$3.38	9.0%	\$3.68	8.9%	\$3.99	8.4%	\$4.32	8.3%
	4,001 - 7,000 Gal/Mo	3.59	3.99	11.1%	4.33	8.5%	4.69	8.3%	5.07	8.1%	5.48	8.1%
	7,001 - 12,000 Gal/Mo	5.53	6.08	9.9%	6.57	8.1%	7.09	7.9%	7.64	7.8%	8.23	7.7%
	12,001 and above	11.06	12.05	9.0%	12.95	7.5%	13.92	7.5%	14.95	7.4%	16.05	7.4%
Multi-Family Residential	All Usage	3.56	3.89	9.3%	4.22	8.5%	4.58	8.5%	4.95	8.1%	5.35	8.1%
Commercial	All Usage	3.78	4.12	9.0%	4.47	8.5%	4.84	8.3%	5.23	8.1%	5.65	8.0%
Northern Arizona University	All Usage	3.47	3.77	8.6%	4.09	8.5%	4.44	8.6%	4.80	8.1%	5.19	8.1%
Lawn Meters	All Usage	3.78	4.11	8.7%	4.46	8.5%	4.83	8.3%	5.22	8.1%	5.64	8.0%
Manufacturing	All Usage	3.73	4.05	8.6%	4.39	8.4%	4.76	8.4%	5.14	8.0%	5.55	8.0%
Standpipes	All Usage	5.78	6.32	9.3%	6.82	7.9%	7.36	7.9%	7.93	7.7%	8.54	7.7%

Rates above EXCLUDE
 Projected Energy Charge per 1,000 Gal - Applicable to All Flow (Subject to Change Based on Future Energy Costs)
 \$ 0.96 \$ 0.93 \$ 0.94 \$ 0.95 \$ 0.97 \$ 0.99
 *Outside City rates 1.10x higher
 **Slight percentage differences in rates above from year to year may occur due to rounding.

Water Rate Structure - Flow Charges											Rate Option 2C	
Flow Charge per 1,000 Gallons - Inside City												
Customer Class	Tier Range	FY 15	FY 16	% Change from Prior Year	FY 17	% Change from Prior Year	FY 18	% Change from Prior Year	FY 19	% Change from Prior Year	FY 20	% Change from Prior Year
Single Family Residential	0 - 3,700 Gal/Mo	\$ 2.77	\$ 3.07	10.8%	\$ 3.34	8.8%	\$ 3.63	8.7%	\$ 3.94	8.5%	\$ 4.27	8.4%
	3,701 - 6,400 Gal/Mo	3.59	3.94	9.7%	4.28	8.6%	4.64	8.4%	5.02	8.2%	5.42	8.0%
	6,401 - 11,700 Gal/Mo	5.53	6.02	8.9%	6.50	8.0%	7.02	8.0%	7.56	7.7%	8.14	7.7%
	11,701 and above	11.06	11.94	8.0%	12.84	7.5%	13.80	7.5%	14.82	7.4%	15.91	7.4%
Multi-Family Residential	All Usage	3.56	3.91	9.8%	4.24	8.4%	4.60	8.5%	4.97	8.0%	5.37	8.0%
Commercial	Tier 1**	3.78	1.18	-68.8%	1.32	11.9%	1.47	11.4%	1.62	10.2%	1.79	10.5%
	Tier 2**	3.78	1.65	-56.3%	1.83	10.9%	2.02	10.4%	2.21	9.4%	2.42	9.5%
	Tier 3**	3.78	2.74	-27.5%	2.99	9.1%	3.26	9.0%	3.54	8.6%	3.84	8.5%
	Tier 4**	3.78	5.87	55.3%	6.34	8.0%	6.84	7.9%	7.37	7.7%	7.94	7.7%
Northern Arizona University	Tier 1**	3.47	0.73	-79.0%	0.84	15.1%	0.96	14.3%	1.08	12.5%	1.21	12.0%
	Tier 2**	3.47	1.09	-68.6%	1.23	12.8%	1.38	12.2%	1.53	10.9%	1.69	10.5%
	Tier 3**	3.47	1.95	-43.8%	2.15	10.3%	2.36	9.8%	2.58	9.3%	2.81	8.9%
	Tier 4**	3.47	4.40	26.8%	4.77	8.4%	5.16	8.2%	5.57	7.9%	6.01	7.9%
Lawn Meters	Tier 1**	3.78	0.99	-73.8%	1.12	13.1%	1.26	12.5%	1.40	11.1%	1.55	10.7%
	Tier 2**	3.78	1.41	-62.7%	1.57	11.3%	1.74	10.8%	1.91	9.8%	2.10	9.9%
	Tier 3**	3.78	2.40	-36.5%	2.63	9.6%	2.87	9.1%	3.12	8.7%	3.39	8.7%
	Tier 4**	3.78	5.23	38.4%	5.66	8.2%	6.12	8.1%	6.60	7.8%	7.11	7.7%
Manufacturing	Tier 1**	3.73	0.78	-79.1%	0.89	14.1%	1.01	13.5%	1.13	11.9%	1.26	11.5%
	Tier 2**	3.73	1.16	-68.9%	1.30	12.1%	1.45	11.5%	1.60	10.3%	1.76	10.0%
	Tier 3**	3.73	2.04	-45.3%	2.24	9.8%	2.46	9.8%	2.68	8.9%	2.92	9.0%
	Tier 4**	3.73	4.57	22.5%	4.95	8.3%	5.36	8.3%	5.79	8.0%	6.25	7.9%
Standpipes	All Usage	5.78	6.28	8.7%	6.78	8.0%	7.32	8.0%	7.88	7.7%	8.48	7.6%
Rates above EXCLUDE Projected Energy Charge per 1,000 Gal -												
Applicable to All Flow (Subject to Change Based on Future Energy Costs)		\$ 0.96	\$ 0.93		\$ 0.94		\$ 0.95		\$ 0.97		\$ 0.99	
*Outside City rates 1.10x higher												
** Non Residential tiers to be expanded by AWWA Meter Equivalency Factors based on Non Residential Customer's Meter Size (See Below)												
Meter Size	AWWA Meter Equivalency Factors											
0.75	1.00											
1.00	1.67											
1.50	3.33											
2.00	5.33											
3.00	10.00											
4.00	16.67											
6.00	33.33											
8.00	53.33											
10.00	76.67											

Question 3:

Can you provide the breakdown of water reclaimed water rate revenue by customer class?

Response to Question 3:

Below please find the reclaimed water rate revenue distribution by customer class.

Reclaimed Water Rate Revenue Distribution			
Customer Class	Reclaimed Water Rate Revenue	% of Total	
Private Residential	\$ 4,000	0%	
Commercial (No Main Ext.)	192,000	19%	
Commercial (w/ Main Ext.)	-	0%	
Manufacturing (No Main Ext.)	131,000	13%	
Manufacturing (w/ Main Ext.)	-	0%	
NAU (Sinclair Wash - Intramural Fields)	83,000	8%	
NAU (All Other)	56,000	6%	
City Departmental	72,000	7%	
Hydrant Meter	-	0%	
Standpipe	82,000	8%	
Off Peak / Golf Course	372,000	38%	
Total Reclaimed Water Rate Revenue	\$ 992,000	100%	

*Source: FY 14 Billing Database - rounded to thousands.

We appreciate the opportunity to be of service to the City on this important project.

Very truly yours,



Jonathan Varnes

Willdan Financial Services

Answers to City Council Questions on the Rate Study
From the October 13, 2015 meeting

1. Reclaimed Water Data Validation issue

The issue of Reclaimed Water Data Validation was due to potable water being added to the reclaimed system in the summer of 2013. Due to the anticipated large volume of water to be supplemented, the City took proactive measures by increasing the monthly rate for all reclaimed customers, based on the anticipated amount of potable water that would be added to the reclaimed system (see Item 4 below). Reclaimed water customers were billed the additional cost of potable water for this period.

Originally, the consultant, Willdan Financial Services believed this only affected the off peak/golf course customer classification and not all reclaimed customers. These calculations were not accounted for in the methodology the consultant used, leading to higher original variances. This discrepancy was discussed with the consultant and the consultant now concurs that the data is valid.

See attached letter from Willdan Financial Services dated October 16, 2015

2. Revise water table that separates out the energy surcharge AND contains the % increases *see attached letter from Willdan Financial Services dated October 16, 2015*

3. Provide a table that defines reclaimed water revenue by Customer Class
 See attached letter from Willdan Financial Services dated October 16, 2015

4. How many times has the City subsidized the reclaimed water system with potable water?

The reclaimed system was supplemented with potable water twice in the last five years (i.e., 2013 & 2014). Both of those times were associated with Wildcat Hill Water Reclamation Plant's inability to provide reclaimed water due to treatment problems. As discussed in Item 1, the 2013 event was associated with Wildcat Hill's ADEQ Consent Order since it was not consistently producing Class A+ quality reclaimed water. This resulted in 27.52 million gallons of potable water to be supplemented into the reclaimed water system out of the 105.69 million gallons delivered between May & July 2013.

The 2014 event was due to a local industry's discharge into the sewer system that severely impacted Wildcat Hill's ability to adequately treat reclaimed water during several weeks in June. This temporary supplement resulted in 6.29 million gallons of potable water to be added out of the 41.4 million gallons delivered in June 2014. Staff could not locate any records prior to 2011 that documented previous potable water supplemental events of the reclaimed water system.

5. What is the current reclaimed water subsidy?

Prior to Fiscal Year 2015, the water, wastewater, and reclaimed water operations were reported in a single enterprise fund of the City. Therefore, technically there were no “transfers” between the funds as they were balanced as a combined fund, although reclaimed water revenues did not cover all reclaimed expenses at that time per the rate study. During FY15, staff started the process of splitting these operating funds into separate enterprise funds for better tracking, management and transparency. This effort will help demonstrate that each fund operates financially independent.

Fiscal Year 2016 is the first year we have all the funds separated. Staff does not have any mechanism of identifying how much financially the reclaimed water system was subsidized by water rates. The 2010 rate model does not specifically break out an amount transferred between the two areas. So while that may have been a message presented in prior studies, as of the FY 2016 budget, we can now demonstrate clearly that the reclaimed water fund is self-supporting through rates.

6. What is the breakdown of the budget for the Water Conservation Program?

FY	Program Support¹	Staff Support²	Advertising	Rebates	Total
2009	\$ 15,456	\$ 79,106	\$ 4,794	\$ 25,200	\$ 124,556
2010	\$ 1,106	\$ 18,941	\$ -	\$ 1,000	\$ 21,047
2011	\$ 4,013	\$ 41,733	\$ 1,124	\$ -	\$ 46,870
2012	\$ (39)	\$ 90,203	\$ 5,039	\$ 20,200	\$ 115,403
2013	\$ 18,907	\$ 87,744	\$ 8,842	\$ 17,500	\$ 132,993
2014	\$ 14,410	\$ 90,957	\$ -	\$ 31,300	\$ 136,667
2015	\$ 30,099	\$ 110,222	\$ 14,357	\$ 22,500	\$ 177,178
2016	\$ 39,982	\$ 121,031	\$ 20,000	\$ 22,500	\$ 182,381
2017	\$ 50,000	\$ 121,400	\$ 20,800	\$ 23,500	\$ 215,700
2018	\$ 50,900	\$ 123,800	\$ 21,200	\$ 24,000	\$ 219,900
2019	\$51,620	\$126,200	\$ 21,600	\$ 24,500	\$ 223,920
2020	\$52,700	\$128,700	\$ 22,000	\$ 25,000	\$ 228,400

2009/10/11 - Water conservation program was reduced in response to required budget cuts

2011 – Two positions were combined into a single Utilities Program Manager to restart Conservation Program

2015 – Council authorized 1-X funding for the Water Conservation Enforcement Aides

2016 – Council authorized on-going funding for the Conservation Enforcement Aides.

2017-2020 – Rate Study increases funding evenly among all categories based upon 2015 Budget

Data sources are the Innoprise financial system and the 2015 Utilities Rate Study by Willdan Financial

¹Program Support – Actual expenses 2009-2015. Promotional items, printing, professional services, training, travel, etc

2016 includes an extra \$21,132 from Reserve to complete a communications outreach and plan

²Staff Support-Utilities Program Manager (1), Conservation Enforcement Aides (2)

7. Examples of Current Conservation Rebates

- A. *Installation of High Efficiency Toilet (\$100 each)*
- B. *Replacement of a minimum of 1,500 Ft² of turf with low water use plants for a minimum payment of \$500 and maximum of \$3,000 depending upon the size of turf removed.*
- C. *Installation of Rain Water Harvesting tanks of minimum of 1,000 gallons size (\$100 each)*

8. How many Conservation Rebates are on the Utilities waiting list?

In FY16, the Water Conservation program provided rebates for 184 high efficiency toilets, 5 turf rebates and 2 rainwater harvesting tank systems for a total budgeted amount of \$22,500. There are currently 70 additional customers on the waiting list for high efficiency toilets for a total of \$11,200.

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Sara Dechter, AICP, Comprehensive Planning Manager
Co-Submitter: Michelle D'Andrea, City Attorney
Date: 10/14/2015
Meeting Date: 10/20/2015



TITLE:

Public Hearing and Consideration and Adoption of Resolution No. 2015-35: A resolution of the City Council of the City of Flagstaff, Arizona adopting the La Plaza Vieja Neighborhood Specific Plan as a Minor Plan Amendment to the Flagstaff Regional Plan 2030 and establishing an effective date.

RECOMMENDED ACTION:

- 1) Hold Public Hearing
- 2) Read Resolution No.2015-35 by title only
- 3) City Clerk reads Resolution No. 2015-35 by title only (if approved above)
- 4) Adopt Resolution No. 2015-35

Executive Summary:

The intent of the La Plaza Vieja Neighborhood Specific Plan is to provide a clear and comprehensive guide for compatible reinvestment that preserves and enhances the neighborhood character. Staff has worked closely with the neighborhood association, residents and property owners to find solutions to the challenges posed by regional transportation demands, entitlements in the Highway Commercial zone, and preservation of historic homes, affordable housing and neighborhood character. The Planning and Zoning Commission voted 4-1 to recommend approval with conditions of the Specific Plan to the City Council on September 23, 2015.

Financial Impact:

Appendix 1 of the La Plaza Vieja neighborhood Specific Plan lists estimates for the cost of the highest priority implementation strategies (those that could be accomplished in the next 3-5 years). Some portion of the cost listed below will be covered by grants and the existing program of work. Adoption of the specific plan does not obligate city funds.

Category and Approximate Costs

Neighborhood Character - Not estimated, because most work could be completed as part of the City and LPVNA's existing program of work.

Parks - \$55,000-85,000 for Old Town Springs and Plaza Vieja Park improvements

Historic Preservation - \$45,000 for a historic properties inventory plus \$3,000-\$15,000 for each individual landmark designation and preservation effort

Transportation - \$3.2-\$3.5 million (\$2.4 million is for the Florence-Walnut Underpass Project which is funded in the FY15-16 Capital Improvement Plan)

Connection to Council Goal and/or Regional Plan:**COUNCIL GOALS:**

- 7) Address key issues and processes related to the implementation of the Regional Plan
- 8) Improve effectiveness of notification, communication, and engagement with residents, neighborhoods and businesses and about City services, programs, policies, projects and developments

REGIONAL PLAN:

Goal LU.4. Balance housing and employment land uses with the preservation and protection of our unique natural and cultural setting.

Goal LU.10. Increase the proportion of urban neighborhoods to achieve walkable, compact growth.

Goal NH.1. Foster and maintain healthy and diverse urban, suburban, and rural neighborhoods in the Flagstaff region.

Goal T.4. Promote transportation infrastructure and services that enhance the quality of life of the communities within the region.

Has There Been Previous Council Decision on This:

There has not been a previous Council decision on this Specific Plan.

Options and Alternatives:

The Planning and Zoning Commission placed one condition on the approval of the Specific Plan, based on feedback from a commercial property owner about the division of the planning area into Neighborhood Policy Areas. These policy areas are based on the Regional Plan framework of Commercial Core-Pedestrian shed-Neighborhood place types (p. 26-27). The Commission recommended modification of the boundary line between the Transition Area and Commercial Edge policy areas, and any modifications to policies necessary to support a new boundary. Planning and Development Services staff met with the property owner and the La Plaza Vieja Neighborhood Association on October 1, 2015, and agreed on changes shown in the attached replacement pages with changes highlighted.

Council may choose to adopt :

- 1) The La Plaza Vieja Neighborhood Plan, as presented to the Planning and Zoning Commission on September 23, 2015 (attachment 1) or
- 2) the La Plaza, Vieja Neighborhood Plan with proposed replacement pages (attachment 2).

Background/History:

The La Plaza Vieja Neighborhood Specific Plan (Specific Plan) is the first specific plan proposed since the 2005 Lone Tree Corridor Study was completed, and the first since the adoption of the Flagstaff Regional Plan 2030 (FRP30). Work on the Plan began in 2008, and paused in 2012 to allow FRP30 work to be completed. In July 2014, the La Plaza Vieja Neighborhood Association petitioned the City Council to pick up work on their neighborhood plan and bring it forward for adoption as soon as possible.

Key Considerations:

A key consideration in the decision to adopt the Specific Plan is whether or not the document presented will help the City Council, Planning and Zoning Commission and staff make better decisions about land use and transportation issues in the planning area than if they were using the Flagstaff Regional Plan alone. Specific plans, like the Regional Plan are aspirational documents that do not alter existing property rights or entitlements. Their purpose is to help ensure consistent and thoughtful public policy, financial and land use decisions in the future.

Community Benefits and Considerations:

Neighborhood residents, property owners and all of Flagstaff would benefit from the improved housing, connectivity, and the preservation of historic and cultural resources in the neighborhood. La Plaza Vieja's vision would enhance growth and development of the area by: maintaining the architectural language of the existing buildings and environment; preserving a number of historical buildings; infilling vacant lots with appropriate buildings; honoring significant historical places, names and persons; enhancing the community's culture by promoting a diverse population, housing choices, and community gathering space for children and adults; promoting local economic growth that nurtures local businesses and employs neighborhood residents; and provides safe and beautiful streets for pedestrians, bicycles and cars within the neighborhood and connecting to adjacent neighborhoods.

Community Involvement:

Development of the La Plaza Vieja Neighborhood Specific Plan incorporates all levels of public participation:

INFORM- the public notification and advertising for the project was extensive and included phone calls and door-to-door visits by the neighborhood association and City staff.

CONSULT- the City held a 60 day public review to gather feedback on the draft of the plan before public hearings began.

INVOLVE- Public concerns were carefully tracked and their consideration is included in the Public Participation Report to ensure transparency.

COLLABORATE- members of the public and residents and property owners in the neighborhood were involved in directly drafting and finalizing goals and policies in the Specific Plan through workshops, meetings and public hearings.

EMPOWER- the La Plaza Vieja Neighborhood Association is empowered to pursue grants and partnership that facilitate the implementation of the Specific Plan once it is adopted.

Attachments:

[La Plaza Vieja Neighborhood Specific Plan as presented at the Planning and Zoning commission Public Hearing.](#)

[La Plaza Vieja Neighborhood Specific Plan with changes to Neighborhood Policy Areas Res 2015-35](#)



La Plaza Vieja Neighborhood

NEIGHBORHOOD SPECIFIC PLAN – PUBLIC HEARING DRAFT

SEPTEMBER 17, 2015

FLAGSTAFF, ARIZONA

SEPTEMBER 17, 2015

The La Plaza Vieja Neighborhood Specific Plan (Specific Plan or Plan) is a planning document that serves as a roadmap to implement the community's vision. This Plan is not intended to require or preclude any particular action and does not provide specific criteria. Development criteria and standards are located in other documents, such as the Flagstaff Zoning Code (Zoning Code).

This Plan should be viewed as a guide to better understand the community's future vision for the area. The goals, policies, maps, and illustrations within the Plan do not preclude any property owner from exercising their private development rights.

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PREFACE

La Plaza Vieja is a neighborhood of single family homes and a mixed-use activity center. The planning area has examples of historic homes and neighborhood streets, parks, multi-family apartments and automotive, tourism and service-oriented businesses. Many of the commercial uses currently south of Clay Avenue are lower intensity than typical given its proximity to one of the busiest commercial intersections in town. These factors illustrate that La Plaza Vieja is on the verge of a period of reinvestment. The Specific Plan for the La Plaza Vieja neighborhood is designed to help ensure that as reinvestment occurs, La Plaza Vieja's culture, history, and values are recognized and residents benefit from it.

All people desire to live in a safe, attractive, and welcoming neighborhood. Great cities, and the neighborhoods within them, don't just happen. As cities constantly grow and change, we can work to ensure positive changes through good planning. Neighborhood plans provide a means for residents to:

- Identify, preserve, and build on the positive qualities of their neighborhoods;
- Add sense of place, culture, and history;
- Acknowledge and mend existing issues or problems; and,
- Set goals and priorities that will shape the future of the neighborhood.

The first goal for Growth and Land Use in the *Flagstaff Regional Plan 2030 (FRP30)* is "Invest in existing neighborhoods and activity centers for the purpose of developing complete and connected places." **The intent of the La Plaza Vieja Neighborhood Specific Plan is to provide a clear and comprehensive guide for compatible reinvestment that preserves and enhances the neighborhood character** through encouraging:

- Preservation and restoration of historic buildings;
- Quality urban design;
- Enhanced connections between the corridors, activity centers, and the neighborhood; and
- Improved access to services and jobs.

City staff and the Board of La Plaza Vieja Neighborhood Association (LPVNA) have created this Plan together in order to capture the neighborhood's historical and cultural identity, and address threats and opportunities in its present and future. The Plan includes goals and policies for City government and LPVNA, and implementation strategies that have the potential to be funded in the next 20 years. This Plan is a tool for all partners to accomplish a shared vision for the community and the built environment.

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INTRODUCTION

Flagstaff is a northern Arizona city of approximately 65,000 people at an elevation of 7,000 feet. The climate, environment, and architecture draw influences from the Colorado Plateau tradition with a history steeped in lumber, sheep, and cattle. Indigenous settlers were attracted to the region and settled here because of the abundant wildlife and availability of water. Later, La Plaza Vieja developed around a naturally occurring spring named “Old Town Spring,” which still runs today. The goal of this document is to produce a Specific Plan for La Plaza Vieja and the surrounding area which defines future urban patterns identified by the **Flagstaff Regional Plan 2030 (FRP30)** and the community itself, expressed through goals and policies maps, illustrations, and strategies.

The La Plaza Vieja Neighborhood Specific Plan is desired for three main reasons:

LOCATION—The proximity of the historic community to Flagstaff’s downtown area and the Northern Arizona University campus attracts residents and businesses seeking a central and walkable location;

CONNECTION—Residents of La Plaza Vieja “feel cutoff” from the rest of Flagstaff due to the railroad tracks bisecting the neighborhood to the north, as well as the main arterials of Route 66 and Milton Road creating a psychological and physical barrier into and out of the neighborhood. Efforts to reconnect La Plaza Vieja to the adjacent areas will inject new life and economic opportunities into the community; and

SENSE OF IDENTITY—The residents and businesses express a desire to remain a “neighborhood” in the true sense of the word—a friendly, culturally diverse place for all ages to live, work, and enjoy life.

The planning process included a core planning team that guided multiple public meetings with LPVNA and stakeholders. The community meetings identified challenges, opportunities, goals, and projects to implement the Plan. City divisions and other agencies helped develop the feasibility studies and policies to implement the community’s goals (see the Public Participation Plan on the project website for more details).

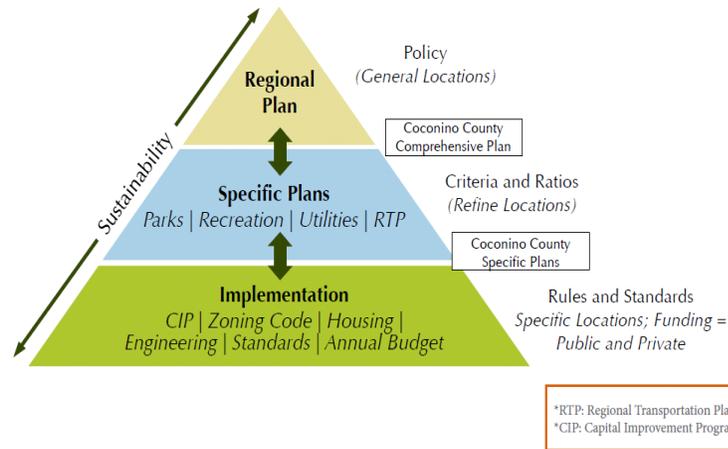
VISION STATEMENT

Historical La Plaza Vieja will be a safe neighborhood which respects and preserves the cultural dignity of the neighborhood.

*La Plaza Vieja enhances growth and development by: **maintaining the architectural language** of the existing buildings and environment; **preserving** a number of historical buildings; **infilling** vacant lots with appropriate buildings; **honoring** significant historical places, names and persons; **enhancing** the community’s culture by promoting a diverse population, housing choices, and a community center for children and adults; **promoting local economic growth** that nurtures local businesses and employs neighborhood residents; and provides **safe and beautiful** streets for pedestrians, bicycles and cars within the neighborhood and connecting to adjacent neighborhoods.*

A SPECIFIC PLAN

A Neighborhood Plan is a Specific Plan that provides a bridge between the strategic goals and policies in



(FRP30) and the site specific guidelines and standards of the Zoning Code, Engineering Design Standards and Specifications, and other City codes. Implementation strategies in the Specific Plan can be used to inform the Capital Improvement Program’s budgeting process and to plan for grant applications.

The document’s role in development review is similar to the FRP30. The Specific Plan only applies in discretionary decisions and does not impact existing entitlements. At

the same time, the Plan is also a vision for compatible reinvestment, and is a tool for all developments within the Plan boundaries to preserve and enhance the neighborhood character.

NEIGHBORHOOD HISTORY

La Plaza Vieja, “Old Town,” in the City of Flagstaff is located in northern Arizona near the southwestern edge of the Colorado Plateau, along the western side of the largest contiguous ponderosa pine forest in the continental United States. The history of La Plaza Vieja settlement begins with a mixture of events and people involved with the westward expansion of the railroad after the Mexican and Indian Wars.¹



Figure 2: Old Town Flagstaff, 1882

American Expansion and Influence upon the Settlement of Old Town

- 1846 - End of the Mexican War and signing of The Treaty of Guadalupe Hidalgo; Mexico confers territories between Texas and California to the United States.
- 1848 - The U.S. Congress began to explore the new territories, sending out various parties to find resources, make maps, and locate paths.
- 1849 - The discovery of gold in California adds fuel to the American expansion westward.
- 1853 - Army Lieutenant Amiel Weeks Whipple arrives in Flagstaff with survey crews in Antelope Spring.
- 1870s - After the Apaches had been driven out to southeastern Arizona, more Europeans began settling the area.

¹ The information in this section is based on a 2015 Report on historical Context prepared by Annie Lutes. Historical information was also taken in part from “The Story of Flagstaff,” with permission by authors - Richard and Sherry Mangum.

EARLY HISTORY OF LA PLAZA VIEJA COMMUNITY SETTLEMENT

La Plaza Vieja centered on a water spring and wagon road that was once well-traveled by emigrants going to California. Between 1857 and 1860, these travelers began to settle in the area because the beautiful landscape was rich in resources of grasslands, water, timber, and game. Eventually, sheep and cattle ranchers drawn to the area established ranches. The first permanent settlement was built in 1876, when Thomas F. McMillan built a cabin at the base of what is now called Observatory Mesa (or Mars Hill). In 1880, the Atlantic and Pacific Railroad began to lay track westward from Albuquerque and a settlement began to take shape by a small spring on the slope of Mars Hill—the location of the current La Plaza Vieja neighborhood. The small settlement underwent several name changes beginning with Antelope Spring, then Flagstaff, and finally Old Town after the establishment of a new “town” one half-mile east.

In early 1881, entrepreneurial merchants built businesses along the future railroad for the advance parties of lumber workers who were coming to grade and cut ties in the abundant ponderosa forest. By fall of 1881, Flagstaff boasted a population of 200 and swiftly became a wild railroad town filled with saloons, dance halls, and gambling houses. With the arrival of the Atlantic and Pacific Railroad (now the Burlington Northern Santa Fe Railway) in August 1, 1882, Old Town consisted of ten buildings and became an established stop for water. Sheep ranchers used the railroad to transport wool, and cattle ranchers, drawn by the prospect of free or inexpensive land, could now affordably ship their beef to the eastern market.

In advance of completion of the railroad track and subsequent arrival of the train, businessmen such as E. E. Ayers constructed Flagstaff’s largest lumber mill and began shipping lumber within days after the rails arrived. By winter 1882, Flagstaff was a firmly established town with railroad, livestock, and lumber industries, as well as supporting service industries of merchants, cafes, hotels, and saloons to serve the sheepherders, cowboys, lumberjacks, and train travelers.



Figure 3: Atlantic and Pacific Railroad Depot

In the early 1880s, the area north of the railroad right-of-way along West Coconino Avenue had served as Flagstaff’s first commercial row. As these early entrepreneurs tended to live near their businesses, residences were constructed here as well, primarily in the areas north (behind) the south-facing businesses (Cline 1976). With the establishment of the Ayer Lumber Company around the same time, Old Town was set to develop as a center of commerce for the area.

In 1883, the railroad moved their depot about a half-mile east of the Flagstaff settlement so their trains didn’t have to start up on the steep hillside. Local merchants followed the train depot, building a strip of shops, saloons, and hotels along what became known as Front Street. When a post office was established near the new train depot, the settlement assumed the name of “Flagstaff.” As a result, Flagstaff became two settlements: the original site called “Old Town” and the site near the new depot named “New Town.” Old Town had water, but New Town continued to grow with commerce and soon outgrew the older settlement. A catastrophic fire in 1884 practically wiped out all of Old Town, creating a new slate for growth. The mill escaped the devastation and continued to operate, and, combined with the permanent relocation of Flagstaff’s business district with the railroad depot, the void left in Old Town was quickly filled by new homes. With the establishment of the Arizona

Introduction

Lumber and Timber Company (AL&T) by 1890, the Old Town area would begin to evolve into La Plaza Vieja, a diverse community of the working middle class that would foster the economic and social growth of Flagstaff.

By the early 1890's, Flagstaff's population reached 1,500 and it became the seat of the newly created Coconino County. In the early days water was provided from the Old Town spring and other small area springs, but there was



Figure 4: Old Town Spring Marker

not enough supply to fight several large fires that took a hefty toll. A logical solution was to tap the springs in the San Francisco Peaks, but the cost and logistics were not feasible. After a petition was circulated among the citizens, on May 26, 1894, by action of the Coconino County Board of Supervisors, Flagstaff became an incorporated town. This allowed for the sale of municipal bonds to pay for the water project. Lumber quickly grew into the main industry creating local wealthy entrepreneurs, notably lumber magnate Michael Riordan. Three brothers by the names of Michael, Tim, and Denis Riordan formed the Arizona Lumber and Timber Company. Though Denis would soon move on to California, Michael and Tim would remain in the community making essential contributions to Flagstaff's development, including bringing electricity and building nearby Lake Mary, a reservoir servicing the city. In the late 1800's, the lumber mills operating in Flagstaff were the Saginaw Mill, located at Holiday Inn's current location; the Southwest Mill, at its present location; the Babbitt Mill, a small mill operation on the site of the Town and Country Motel; as well as the Arizona Lumber and Timber Company, located on West Coconino Avenue.

As a result of the various industrial developments that occurred during the 1880s, Flagstaff possessed a diverse cultural and ethnic composition by the late nineteenth and early twentieth centuries. The end of World War I revealed a Flagstaff Townsite developed into distinct socioeconomic and ethnic areas with the neighborhoods north of Santa Fe Avenue housing the working and middle class Anglo families. The areas north and south of the railroad right-of-way in the original Flagstaff Townsite (the northern portions of La Plaza Vieja) had developed into a community of primarily New Mexican families, with a few Mexican and Basque immigrants as well. This diverse cultural element represents an important characteristic of Flagstaff's **heritage**.

LA PLAZA VIEJA COMMUNITY IN THE 20TH CENTURY

The Old Town settlement on either side of the railroad tracks became a neighborhood of principally Hispanic families of New Mexico origin. A sizable population of Mexican immigrants was residing in Flagstaff by 1920, as well as a Basque colony—primarily brought to Flagstaff by the sheep trade.

The Hispanic population and its influence upon Flagstaff is well documented. In the 1920 United States Census, of the 784 families in Flagstaff, 245 families, or 30%, were Hispanic. With only two exceptions, all of the Hispanic families resided in the Southside or Old Town areas of Flagstaff. Today, Old Town, or La Plaza Vieja, faces the challenges of older housing stock, many without owner-occupants to care for them, along with an aging infrastructure and rising land costs, which make infill and redevelopment challenging. The families that still own and live in their homes are active community members, desiring the close-knit "family" and neighborhoods of the twentieth century—one of community festivals, Mexican-American cultural gatherings, and interactive neighbors.

One of the earliest La Plaza Vieja families to come to Flagstaff from New Mexico was the Castillo family. Coming to the area in the 1890s, Senin and Genoeba Castillo had four sons in the sheepherding industry. Building their family

home at 415 West Tucson Avenue in 1911, Castillo later built a rental home behind the main residence around 1925. The year 1911 also marked Nicholas Baca making his residence at 504 West Tucson Avenue. Baca had traveled from New Mexico in 1905 to become a successful sheep raiser in the Flagstaff area. Also residing in La Plaza Vieja were other families with New Mexican heritage including: Paul Rodriguez, Francisco Gallardo, Abencio Anaya, Andres Chavez, Santiago J. Nuanez, Ambrosio Armijo, Manuel Velasco, Francisco Saiz, Rafael Samora, Benigno Trujillo, and Francisco Gurule (Woodward Architectural Group 1993).



The lumber mills brought many workers to Flagstaff, including a sizeable Mexican population, who first settled in “Los Chantes” or Shantytown, where the current Safeway shopping center on Plaza Road stands. The population of Mexican immigrants in La Plaza Vieja for the first half of the twentieth century depended largely on the employment needs of the AT&L Company. The Great Depression hit this community and the company hard. Many Mexican immigrants in the

neighborhood and larger Flagstaff community returned to Mexico during the 1930s (Vance 1992). Other Mexican families then settled and built homes within the current La Plaza Vieja neighborhood, primarily along West Clay Avenue. One of these families was that of Juan Valdivia and his wife, Rosa, who emigrated from Mexico with their four children in 1908 and constructed a home at 802 West Clay Avenue (Woodward Architectural Group 1993). Many of the homes are still present today and belong to the same family many generations later.

Basques families, rather than living in boarding houses, resided in modest homes, sometimes constructed in a vernacular style inspired by the folk habitation of their homeland in the Pyrenees. While none of the residences in La Plaza Vieja appear to demonstrate this Basque tradition, there were Basque residents living in the neighborhood. One unique example may have been Leandro Archuleta, whose surname is traditionally linked to the Basque province of Guipuzcoa, representing a distinctly New Mexican Basque legacy going back to Juan de Oñate’s 1598 expedition (Pearce 1965). It is believed that Archuleta may have built the residence at 519 West Tombstone Avenue in 1912 (the other possibility is Manuel Velasco, whose last name is also Basque-derived). If Archuleta was the builder of this house, he represents both the Basque heritage and New Mexican legacy prominent in Flagstaff at the time. Maximo Jauregui, also of Basque heritage, was another longtime resident of the area, residing in a house he built in 1930 at 611 West Tombstone Avenue. (Woodward Architectural Group 1993).

CHAPTER 1: SITE AND AREA ANALYSIS

General Vicinity: La Plaza Vieja is located in central Flagstaff, west of historic downtown, northwest of Northern Arizona University, and bound by the original Route 66. The Burlington Northern Santa Fe Railway (BNSF) bisects the neighborhood. This area includes 108.7 acres.

La Plaza Vieja falls within Marshall Elementary’s school boundaries, and Haven Montessori Charter School, a private preschool and charter elementary school, is located within the neighborhood itself. Middle school students attend Mount Elden Middle School, and high school students attend Flagstaff High School.

NEIGHBORHOOD BOUNDARIES

Map 1: Aerial of the La Plaza Vieja Neighborhood Showing the Specific Plan Boundary



Citizens and businesses involved in the planning process identified and defined their neighborhood boundaries. The group’s consensus of La Plaza Vieja boundaries are identified in Map 1 and generally described as follows: Beginning at Milton Road and Route 66; north to West Coconino Avenue; west on West Coconino Avenue—including the properties on the north side of West Coconino Avenue; south across the railroad tracks and along property boundaries; east along West Chateau Drive to Blackbird Roost; south down Blackbird Roost—including the mobile home park on Blackbird Roost—to Route 66; and then east on West Route 66 to Milton Road. The north side of the railroad tracks used to be more accessible because there was no fencing and fewer trains per day. The homes along Lower and Upper Coconino Avenue are still tied to the part of the neighborhood south of the tracks by social, familial and cultural connections. The commercial areas along Route 66 and Milton Road have important modern and historic connections to the neighborhood. The businesses along the edge are frequented by neighborhood residents more than the businesses to the east and south of the neighborhood boundary, because the arterial roads are a

barrier for pedestrians to access other businesses for their day-to-day needs.

Surrounding Area Plans:

Not all of the listed plans are adopted by the City and they have varying degrees of regulatory authority. They are worth listing here because they all provide vision and direction in some way to the area surrounding La Plaza Vieja.

- 2005 Southside Master Plan
- Downtown Management Plan
- Woodlands Village Master Plan
- NAU Master Plan
- ADOT Route 66 Corridor Management Plan
- Townsite Historic District - Historic Overlay District
- Burlington Northern Santa Fe Railway (BNSF)—plans for a third rail and for underpass for pedestrians and bicycles at Florence
- Rio de Flag Flood Control Project – Clay Avenue drainage improvements

SURROUNDING AREA

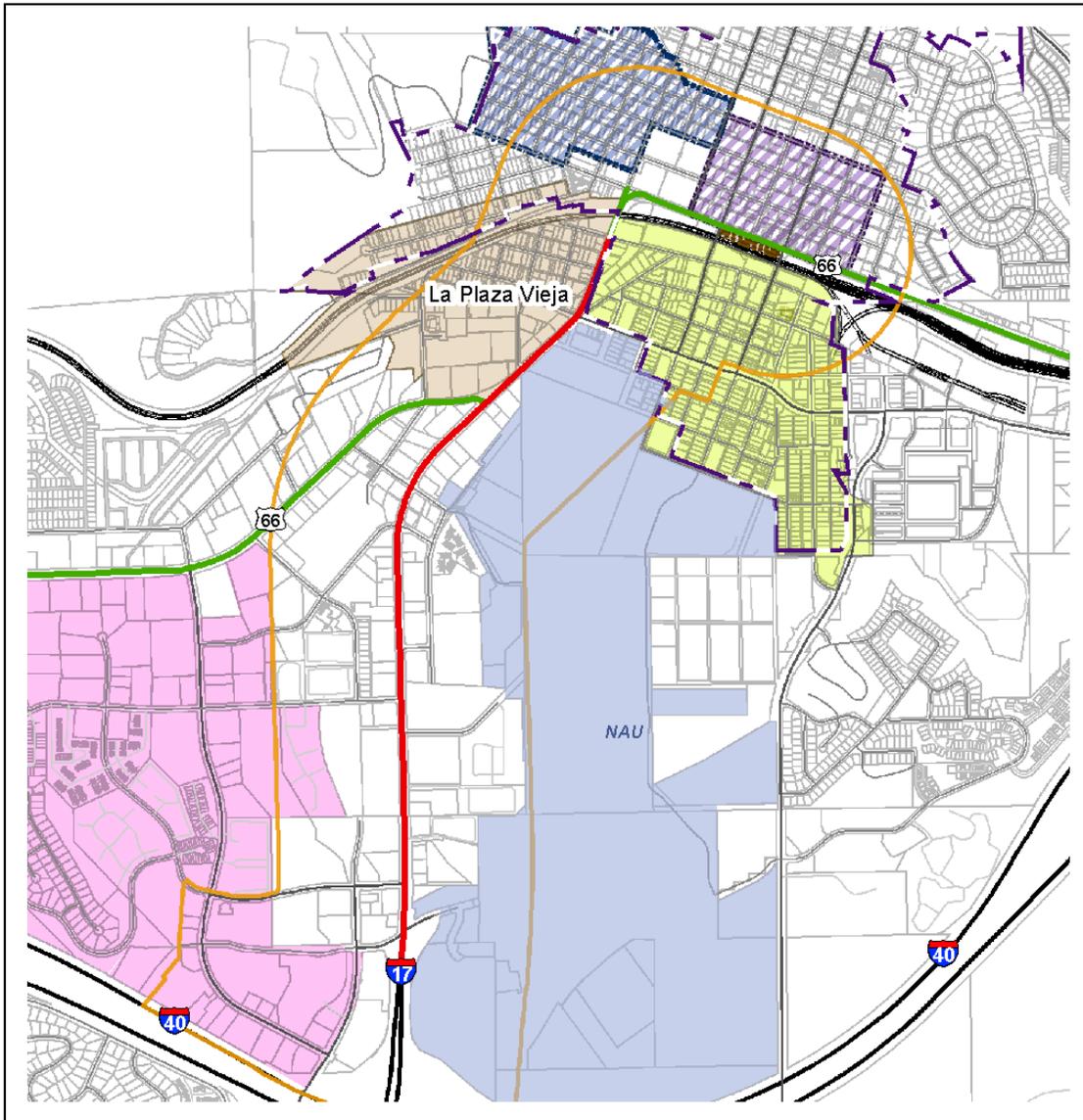
La Plaza Vieja’s central location relative to downtown Flagstaff (Downtown), Northern Arizona University (NAU), and the Southside neighborhood means that the surrounding area has been the subject of numerous plans and policies. All of these efforts have had different focuses and scope, but they all influence the physical, social, and economic characteristics of the La Plaza Vieja neighborhood.

The proximity of the railroad, South Milton Road, Route 66, and Northern Arizona University present obstacles for maintaining the integrity of La Plaza Vieja. Their influence has always been a part of the neighborhood’s history, and has consistently presented challenges. It is, therefore, essential that this Plan serve the entire neighborhood and the community-at-large. The staff and participants who worked on this Plan acknowledge that there are trade-offs inherent in this effort and that differing opinions may not be completely resolved. Some issues may require future studies to resolve differences and gather more information. Alternatively, they may be left out of the Plan so they can be addressed through a separate city-wide effort.

The effort to develop a Specific Plan for the La Plaza Vieja neighborhood is influenced by planning efforts of the surrounding neighborhoods, corridors, and areas. Transportation connections, land use regulations, and other city policies for these areas need to be compatible and at the same time be tailored to the specific needs of each area. The shaded areas on Map 2 already have an existing master plan, overlay zone, or area plan. Information about overlay zones can be found in the Zoning Code, whereas other items listed are stand-alone plans. The orange line represents a study of the Milton Corridor that has been proposed and is waiting for funding. The Regulating Plan Boundary determines whether property is subject to regulation by a form-based code for a Traditional Neighborhood Community Plan under the Zoning Code (see Land Use for more information).

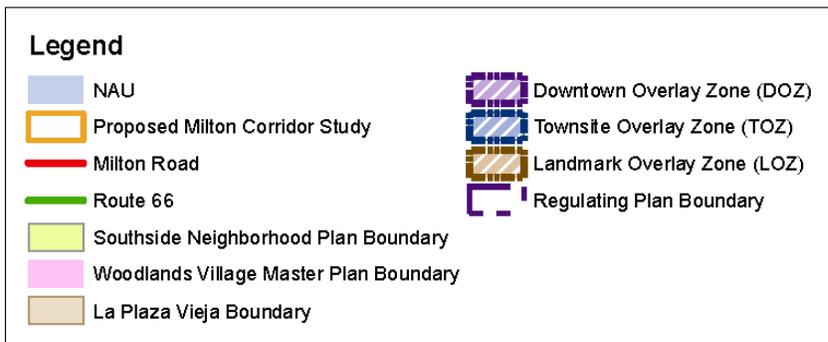
All of these area plans and overlay zones must work in concert to ensure the **Flagstaff Regional Plan 2030’s** goals of compact development, walkable communities, a healthy business environment, affordable housing, and a safe and efficient transportation system for all modes. South Milton Road and West Route 66 are major gateways into the City and are economic engines for the commercial and retail sectors of our economy. These areas provide housing and services that support NAU. Within this modern framework, the neighborhoods in and around the central business district are the foundation of neighborhood character and **heritage** preservation in our City. Holding these in balance is a responsibility of all planning efforts in this area of Flagstaff, not just the La Plaza Vieja Neighborhood Specific Plan.

Map 2: Surrounding Neighborhood, Corridor, and Master Plans



1:20,000

0 0.25 0.5 1 Miles



DEMOGRAPHICS AND HOUSING

QUICKFACTS

2010 Estimated
Population: 1,072¹

Population Change since
2000 Census: decreased by
12%²

Total Housing Units: 572¹

Average Household Size:
3.0¹

Renter Occupied: ~80%²

Owner Occupied: ~6%²

Vacant: ~14%³

Median Household Income
(family of four): \$31,549²

Neighborhood Area: 108.7
acres

Number of Businesses: 80

FOOTNOTES

1. These estimates are made based on extrapolation of data from three separate Census Blocks that overlap the neighborhood boundary; the West Village area, the residential core of Plaza Vieja, and the Townsite neighborhood north of the railroad.

2. These estimates are based on the population of Census Block 53452, which is the residential core of La Plaza Vieja. These estimates exclude data from West Village and the Townsite neighborhood.

La Plaza Vieja consists of approximately 572 housing units, which are characterized by a high ratio of renter-occupied housing to owner-occupied housing (4 to 1). The low average household income within the neighborhood could be attributed to a combination of retired older generation residents (most likely owner-occupied) and a high percentage of Northern Arizona University students. Census information also reports that a number of units do not have kitchen or bathroom facilities.

PEOPLE



Figure 6: Kimberly Melchor (left) and Mr. Baca (right)

La Plaza Vieja has a higher percentage of Hispanic residents than Flagstaff as a whole. Within the Hispanic community, there is a mix of families that are new to Flagstaff who were drawn to the neighborhood for affordability, location, and cultural similarities, as well as families that have lived in the neighborhood for generations. Often, in the latter group, multiple generations have occupied the same residence. This network of cultural and family relationships is essential to maintaining La Plaza Vieja's character.

The demographics of La Plaza Vieja show a younger population (over 50% under 24 years old). The bulk of younger residents are likely renters, but a majority of homeowners are older residents.

Figure 7: Population by Age in La Plaza Vieja

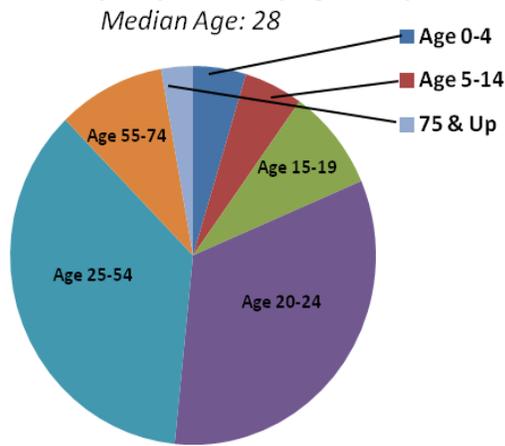
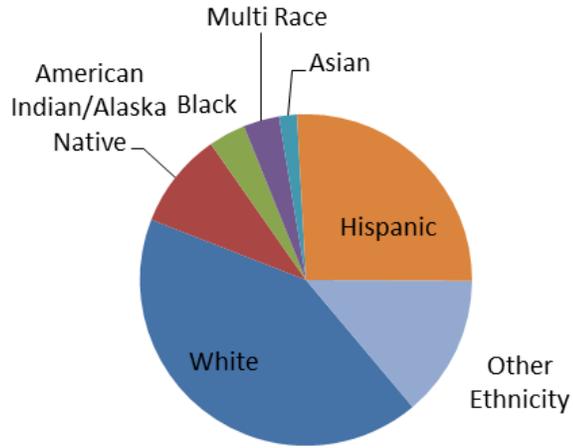


Figure 8: Race and Ethnicity in La Plaza Vieja



Data was taken from Central La Plaza Vieja, giving it a rough estimate for entire neighborhood

MARKET ANALYSIS

According to the City’s records, there are approximately 80 businesses within La Plaza Vieja and the surrounding area. A number of these businesses could be home-based businesses, or businesses that no longer exist. Businesses have employees, customers, and vehicular access needs, from large delivery trucks to motorcycles. Customer parking currently does not cause conflicts, although there are infrequent reports of ballpark traffic that interferes with Clay Avenue businesses, and the distinction between Chateau Drive and Blackbird Roost business parking is unclear.

Table 1: Neighborhood Businesses by Street

Clay Avenue	Natural Grocers; Highland Country Inn; Haven Montessori Charter School; Canyon Explorations Expeditions; Shine & Clean Janitorial; Clay Avenue Car Wash
Malpais Lane	Dept. of Economic Security; College America; Smoketree Ranchers; McCracken Realty
Blackbird Roost	Aspen Landscape; Pro Clean; Eurogeek Motorsports; Vintage Off-Road; Rick’s Custom Cycles & Graphics; Ace Automotive; Route 66 Auto Body; Auto Rehab; Mountain Toppers Campers; University Roost Apartments; PLS Stone Masonry Inc.; Consolidated Investment
West Route 66	Batteries Plus; Ogden’s Cleaners; Cash Advance; Super 8 Motel/Conference Center; Barnes & Noble
Milton Road	Mike & Rhonda’s “The Place”; Golden Memories Antiques; Overdrive Printing Services; Summit Divers; Papa John’s Pizza, The “L” Motel; Canyon Inn; Jack-in-the-Box; Dairy Queen; Rodeway Inn; Northern Arizona Stone Creations
Coconino Avenue	Mountain Country Tools; Aspen Digital Printing; Northland Research Inc.

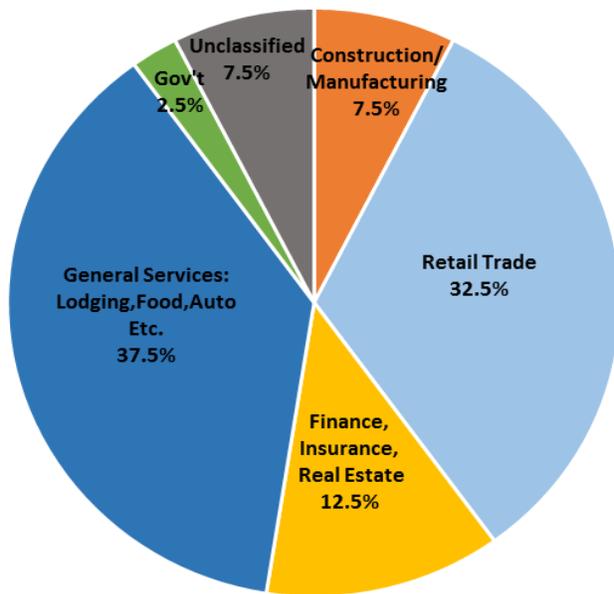


Figure 9: Business Types by Sector

The two largest business sectors in La Plaza Vieja are retail trade and general services, which include lodging, food/dining, and automotive and automotive service (see Figure 9). Other business types and subsectors in the area include finance, insurance, real estate, construction, small-scale manufacturing, government services, and some businesses that are listed as “unclassified.” There is a large quantity of home-based businesses and businesses for rental properties in the interior of La Plaza Vieja that do not have store fronts. A number of businesses have recently completed renovations or have been redeveloped, including Natural Grocers and College America. The largest business sector within the neighborhood is general services. The businesses located along Route. 66 and the south end of Blackbird Roost and Milton Road are primarily fast food restaurants and diners, hotels, and automotive services, along with a few other household and

retail services. Due to flooding and the age of the structures, several of the Historic Route 66 motels have water damage or have suffered from lack of maintenance. The interior commercial areas of Blackbird Roost, Clay Avenue, Malpais Lane, and Coconino Avenue have a variety of retail, government services, construction, real estate, and insurance businesses. The existing diversity of uses defines the character of La Plaza Vieja as an established traditional mixed-use neighborhood.

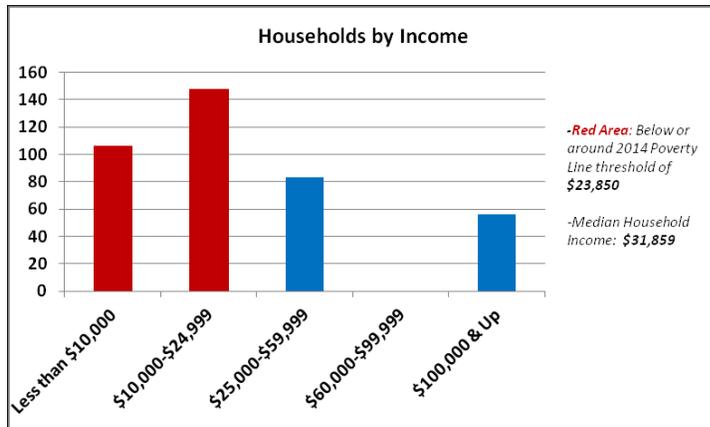
Most daily needs for residents are within a convenient walking distance from the neighborhood. Natural Grocers acts as the local grocery store due to its close proximity. Haven Montessori Charter School is located within La Plaza Vieja, providing a convenient walk for students attending. Other businesses easily accessed from the area include a variety of restaurants, fast food, automotive stores, general retail, and personal services. Although other retail and general services are within a quarter mile walking distance, pedestrians coming from La Plaza Vieja will sometimes have to cross either Milton Road or West Route 66. Crossing these roads can be frustrating and perceived as unsafe due to traffic congestion, lack of sidewalks or crosswalks, and poor maintenance of walkways. Making left turns into and out of the neighborhood except at Clay Avenue and Milton Road, which is a controlled intersection, can also be difficult for residents and customers (for more on walkability and traffic, please see Transportation). Therefore, businesses that depend on convenience as a factor to attract customers are less likely to use the interior commercial areas of La Plaza Vieja.

HOUSING

La Plaza Vieja has some of the oldest housing units in Flagstaff in varying conditions. For the 480 units within the neighborhood’s core Census block (53452), the owner-occupancy rate is 6% while the rental-occupancy rate is 80% (see Quick Facts - page 4). This data shows a 14% vacancy rate in these units in addition to vacant lots from buildings that were once demolished. This high vacancy rate was determined in 2010 during the Great Recession, when there were numerous foreclosures and the rental market was not as good. The current conditions are that

there are very few homes and lots for sale in La Plaza Vieja at this time and few vacant homes. A 14% vacancy rate is historically unusual for La Plaza Vieja given its proximity to the university.

Table 2: La Plaza Vieja Households by Income



While its location would be ideal for the building of new homes, apartments, and affordable housing, the cost of land in this neighborhood has made it difficult to develop in the past. The medium income for a family of four in La Plaza Vieja is lower than the City of Flagstaff as a whole; \$31,549 and \$60,200 respectively (2010 Census). La Plaza Vieja would greatly benefit from more affordable housing. There are several open lots within this neighborhood, but they are on steep slopes or in the floodway and floodplain, they

need rezoning to allow the development of housing, or they border the train tracks and prove difficult to develop because of noise mitigation requirements if federal or state funding is utilized (a common occurrence in the creation of affordable housing).

La Plaza Vieja faces very unique housing challenges largely linked to its location and historic importance to Flagstaff. Much of the existing housing stock has had ownership passed down from generation to generation and is considered historic (over 50 years old), but the condition of the buildings is sometimes poor.

The other challenge faced by La Plaza Vieja is its proximity to the large rental market in Flagstaff that surrounds the Northern Arizona University campus. Most of the newly built housing is not for sale, but rather becomes rental units to fit the needs of the increasing number of students concentrated within this area of Flagstaff.

Over 50% of the population of La Plaza Vieja is under 24 years of age, and over half of that is between the ages of 20-24 (see Quick Facts – page 4). The proximity to Northern Arizona University’s campus has made La Plaza Vieja appealing to developers for future student-housing development. Although this type of development is enticing to developers, residents of La Plaza Vieja have voiced concerns about its negative potential impact on the preservation of this historic area and influence on the current community character.



Figure 10: Existing Home Built in 1920 and Infill Housing on Tombstone Avenue

HERITAGE RESOURCES

The styles of architecture represented in La Plaza Vieja are similar to those in other areas of Flagstaff that historically coincided with large-scale, national trends. In particular, these style movements included the national or vernacular folk tradition (1850–1930), the Craftsman bungalow (1905–1930), and the Minimal Traditional type (1935–1950) that became a popular design of post-World War II houses (McAlester 2013). Locally, these style trends appeared in La Plaza Vieja between ca. 1901 to ca. 1954.

In 1992, the portion of La Plaza Vieja south of the railroad tracks was inventoried for heritage resources as part of an application to the State of Arizona for a National Register Historic District. Based on information gathered at that time, 53 properties were inventoried as having historic potential; however, there may presently be additional buildings that qualify for a historic designation. Significant remodeling or alterations of the structures and lack of maintenance have contributed to the State Historic Preservation Office ruling that the area does not rise to the level of a historic district, **when the area was proposed as part of the original Southside Historic District. However, that finding may not apply to individual properties or to smaller areas that could form districts.** Since the 1992 inventory, some of the properties have been destroyed, some have been restored, and some further altered. Map 3 shows the location of the remaining structures that were part of the 1992 inventory and identifies other structures that may potentially be historic resources but need further evaluation.

Two areas of La Plaza Vieja stand out as residential streets with contiguous historic and compatible structures: Clay Avenue and Tucson Avenue. Both streets have at least one block where the majority of the structures have been inventoried and have historic integrity, but their condition is variable.



Figure 11: Malpais Facade Typical of Historic Cottages

One of these AL&T company houses is an example of an early vernacular cottage, built around 1892. A basic house with simple form, it is a unique example of the “double-ell” cottage popular in other neighborhoods in Flagstaff at the end of the nineteenth century. The symmetrical front gables are separated by a shed-roofed porch between the modestly styled ells (Woodward Architectural Group 1993). Another house unique in its design is the AL&T company house now at 907 West Clay Avenue. With its massed-plan layout, this box-shaped residence has a hipped pyramidal roof, demonstrating the pyramidal family of the national folk housing tradition (McAlester 2013).

The homes on Clay Avenue were moved from their original locations in the early 1950’s and are the last remaining examples of AL&T workforce housing in the City. All built between 1892 and 1901, these residences are primarily national/vernacular cottages, designed with a T-shaped layout, intersecting gable roof with enclosed eaves, and weatherboard or clapboard siding. Stucco was applied to some of the residences. A few of these residences experienced alterations that added Craftsman-style details, such as exposed rafters, with California-style bungalow inspirations of offset entryways and stucco exteriors (McAlester 2013).

One of these AL&T company houses is an example of an early vernacular cottage, built around 1892. A basic house with simple form, it is a unique example of the “double-ell” cottage popular in other neighborhoods in Flagstaff at the end of the nineteenth century. The symmetrical front gables are separated by a shed-roofed porch between the modestly styled ells (Woodward Architectural Group 1993).

Map 3: **Historic** Subdivisions and Buildings Previously Inventoried for Eligibility

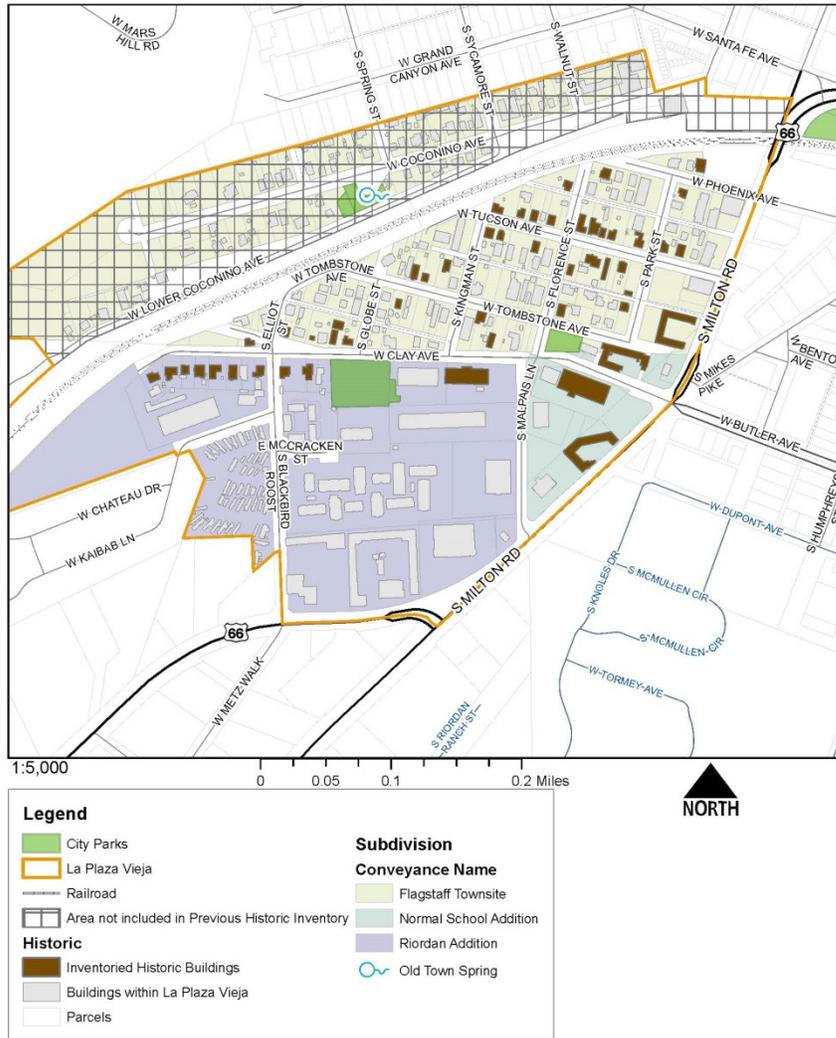


Figure 12: Adaptive Reuse of the Historic Armory on Clay Avenue

LAND USE

REGIONAL PLAN

La Plaza Vieja is an established mixed-use neighborhood. Existing land uses include commercial, residential, institutional and parks. The diversity of land uses enhances the organic feel of a “neighborhood” in the interior of the area; however, the parcels that front Route 66 and South Milton Road are commercial and highway-oriented businesses, such as automotive, tourism, food, and hotel businesses. The part of the neighborhood north of Clay Avenue has a gridded street system and south of Clay Avenue there is a larger block road system.

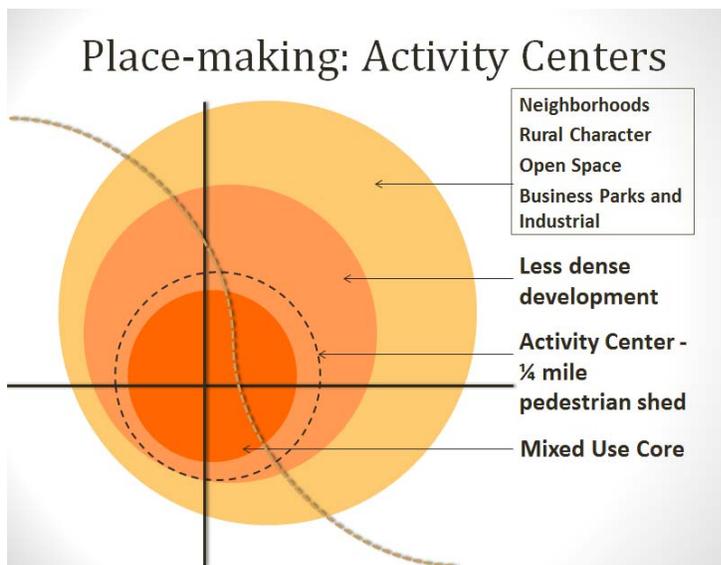


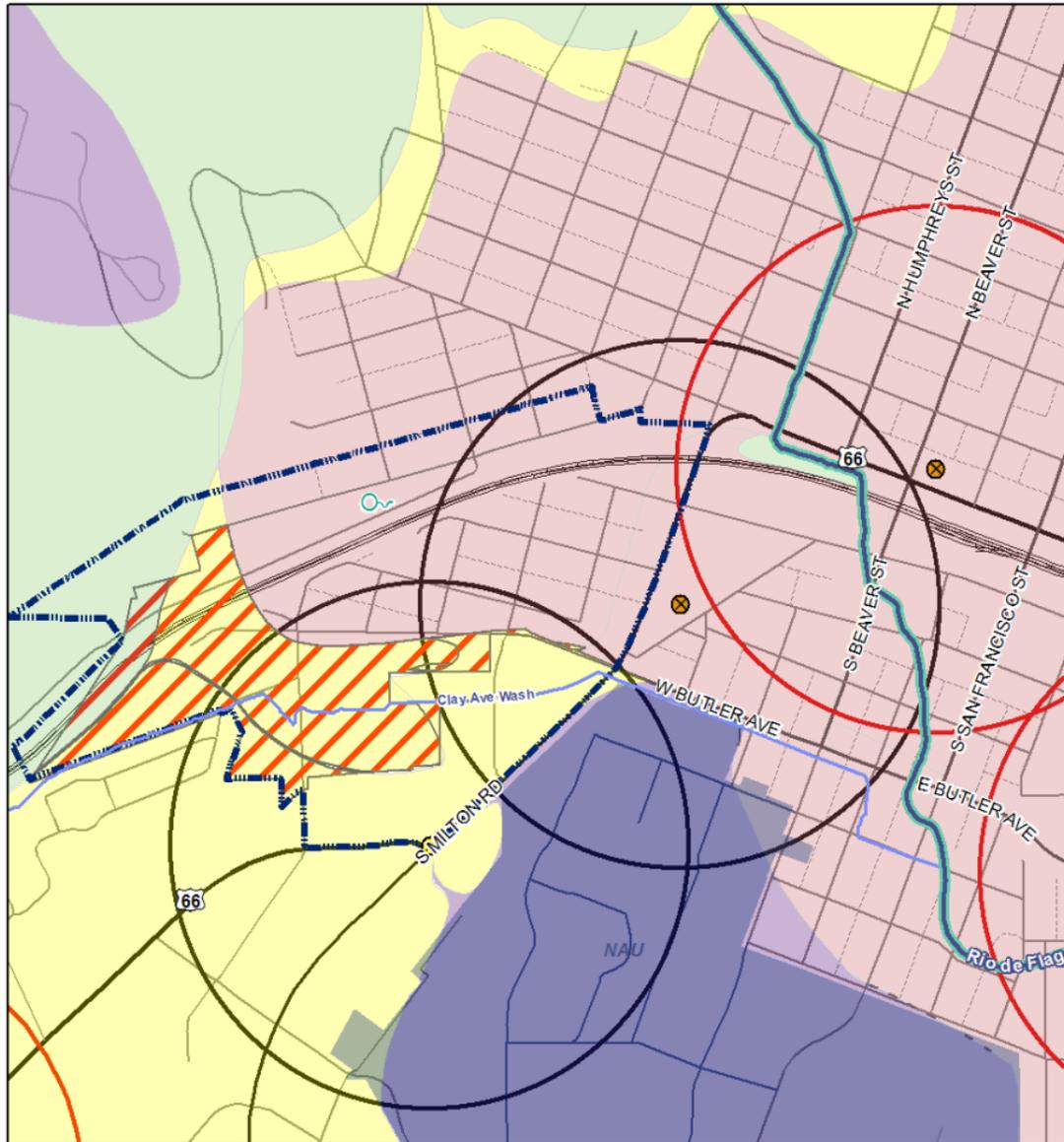
Figure 13: Illustration of the Relationships between Activity Centers and Place-making

Within the commercial core and along corridors, mixed use and higher densities are encouraged and are expected to transition to the characteristics of the surrounding neighborhood within a quarter mile of the activity center (Figure 13). Almost all of La Plaza Vieja falls within a quarter mile of these activity centers, except for the western ends of lower and upper Coconino Avenue.

The Future Growth Illustration in *FRP30* also identifies a future urban area type in the western half of Clay Avenue and along Blackbird Roost, which would transition into a more urban building form and street pattern as the area is redeveloped. These area types in the Regional Plan indicate that La Plaza Vieja has been identified as an area of the City that is expected to transition into a more urban place. Typically, this would be achieved by moving buildings closer to the street with more building frontage and lot coverage, and breaking up large suburban blocks into a smaller block size with public streets and possibly on-street parking. The transition to urban and mixed use is not intended to replace the distinctive neighborhood context or identity, but to identify areas where there is potential to meet the Regional Plan goals and policies. Achieving these goals within the context of La Plaza Vieja’s character is a major objective of the Specific Plan.

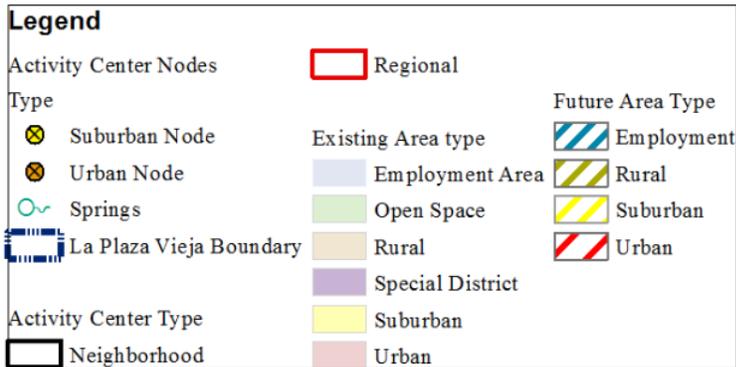
In the *FRP30*, two activity centers were identified adjacent to La Plaza Vieja. The proximity of these two environments allows for residents to be within walking distance of their daily needs. The current configuration of these land uses and connectivity between them, however, needs to be reexamined in order to meet the desired conditions of an activity center that provides a pedestrian-oriented environment. The corner of Butler Avenue and South Milton Road is identified in the Plan as a neighborhood-scale urban activity center, and the intersection of South Milton Road and West Route 66 is identified as a neighborhood-scale suburban activity center (See Map 4). Each activity center is made up of a commercial core that can be extended along corridors (South Milton Road and Route 66), and a pedestrian shed (the

Map 4: Future Growth Illustration (from FRP30)



1:10,000

0 0.1 0.2 0.4 Miles



ZONING

The current zoning for La Plaza Vieja is primarily Single-Family Residential Neighborhood (R1N) and Highway Commercial (HC) Zoning. There are two areas with High Density Residential (HR) Zoning, one designated for Commercial Services (CS) and one Manufactured Home (MH) park (see Map 5).

R1N allows single-family attached and detached houses at a slightly higher density and with smaller setbacks than the R1 zone. It allows building heights up to 35 feet. Commercial uses except for home occupation are very limited in this zone. HR allows 13 to 29 units per acre and building heights up to 60 feet. MH allows up to 11 units per acre and building heights up to 30 feet. Residential densities in La Plaza Vieja are generally in line with what is allowed by current zoning; except for the Arrowhead Village Mobile Home Park on Blackbird Roost, which is higher density than what is allowed under current zoning. This mobile home park predated the Zoning Code (a nonconforming development) and is therefore able to operate at this density. However, the park cannot be expanded and many of the units are old enough that they cannot be moved to other mobile home parks in the City because of State laws. The ability to maintain safe and affordable housing is a City-wide concern and this property poses a complex challenge to achieving this goal in the La Plaza Vieja Neighborhood.

HC is intended to promote a full range of automobile-oriented services and residential development above and behind commercial buildings. This zone permits the widest variety of commercial uses of any commercial zone. The zone allows small setbacks, a Floor Area Ratio (FAR)² of 3.0 (see Appendix 3 for explanation of FAR) and building heights up to 60 feet. Buildings over 60 feet in height can be approved with a conditional use permit (CUP). CS zoning is intended to promote service industries and support activities necessary to maintain viable commercial retail trade centers. It allows for residential development above and behind commercial buildings. CS zone allows small setbacks, a Floor Area Ratio of 2.0, and building heights up to 60 feet. Buildings over 60 feet in height can be approved with a conditional use permit. Residential uses located above commercial are not included in the allowed FAR or building heights for commercial zones.

Along Clay Avenue where the north side of the street is R1N and the south side is HC. The current uses on the south side of Clay Avenue are a grocery store, a school, an outfitter-guide business, a City park (that has not been rezoned), and a few single-family homes. All of these current uses are appropriately scaled for the neighborhood character. If they were redeveloped using most of their existing entitlements, the buildings and forms on the north and south sides of the street would be incongruous. For instance, the FAR of the Highway Commercial properties in La Plaza Vieja is currently 0.27, and in evidence there are very few two-story commercial buildings located in the

neighborhood. This means that generally about 25% of the lot is covered by existing buildings. The Zoning Code allows for approximately 45% of the neighborhood area to be developed up to an FAR of 3.0 (see Table 3).

Table 3: Current Density/Intensity and Build-out Potential by Zoning Category

Zone	Acres	Current Density/Intensity	Potential Build-out Density/Intensity
HC	23.2	0.27 FAR	3.0 FAR
CS	6.2	0.1 FAR	2.0 FAR
R1N	31.4	7.12 units per acre	2-14 units per acre
HR	2.5	12.8 units per acre	13-29 units per acre
MH	3.1	17 units per acre	11 units per acre

² Floor Area Ratio is a measure of intensity for non-residential buildings. It is the total useable area of the building divided by the gross area of the lot. See Appendix 2 for illustration of FAR.

Map 5: Zoning Map of Neighborhood and Surrounding Area

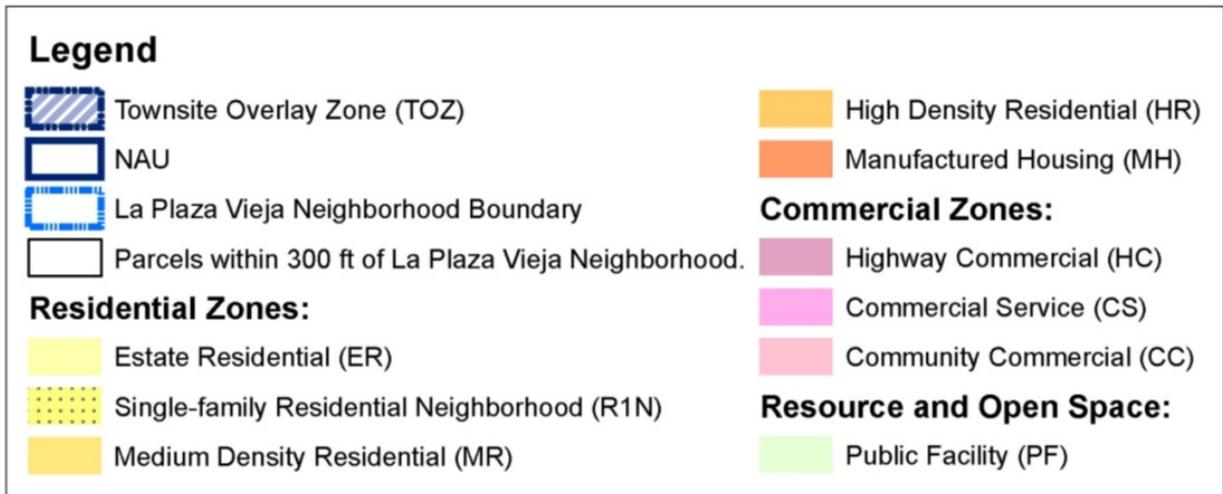
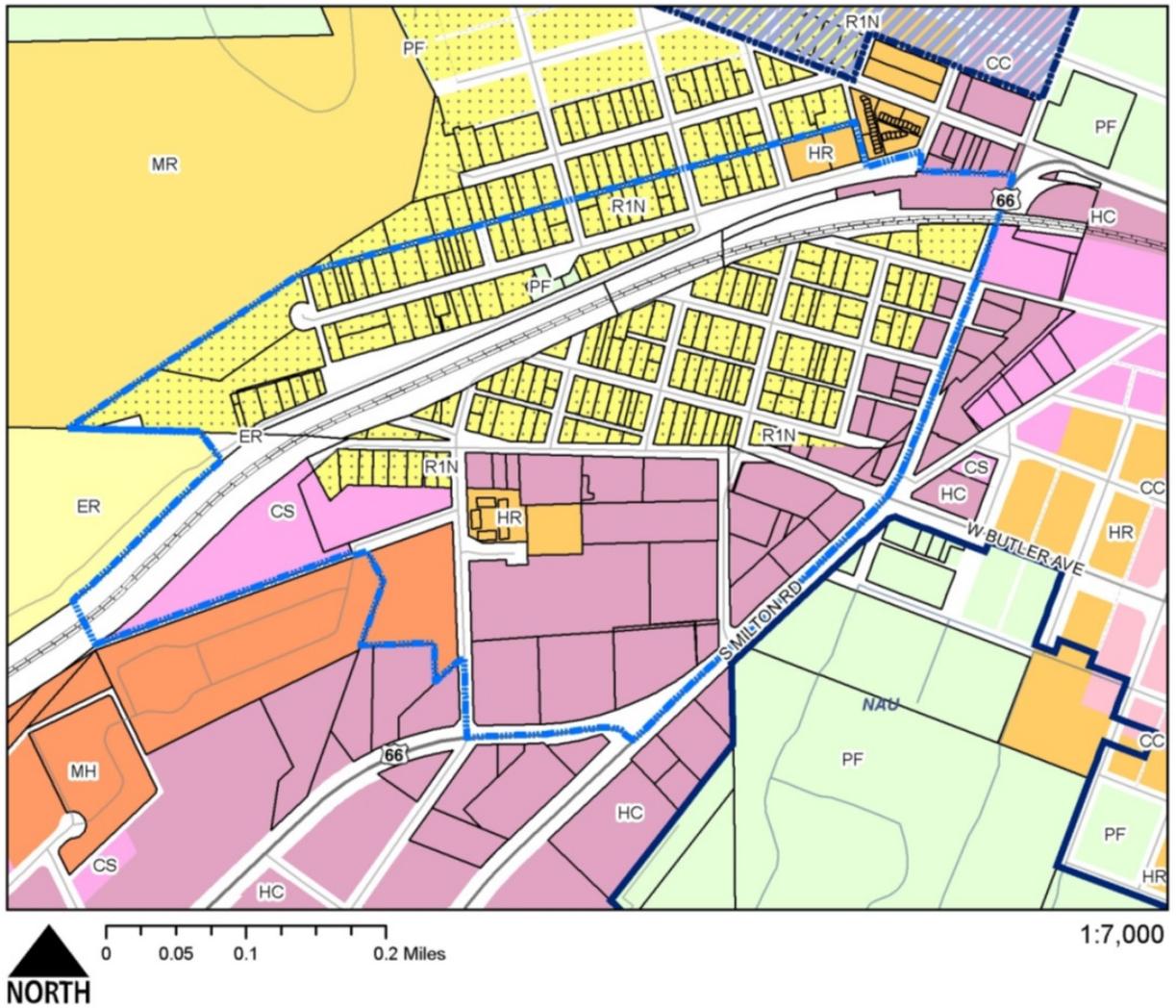




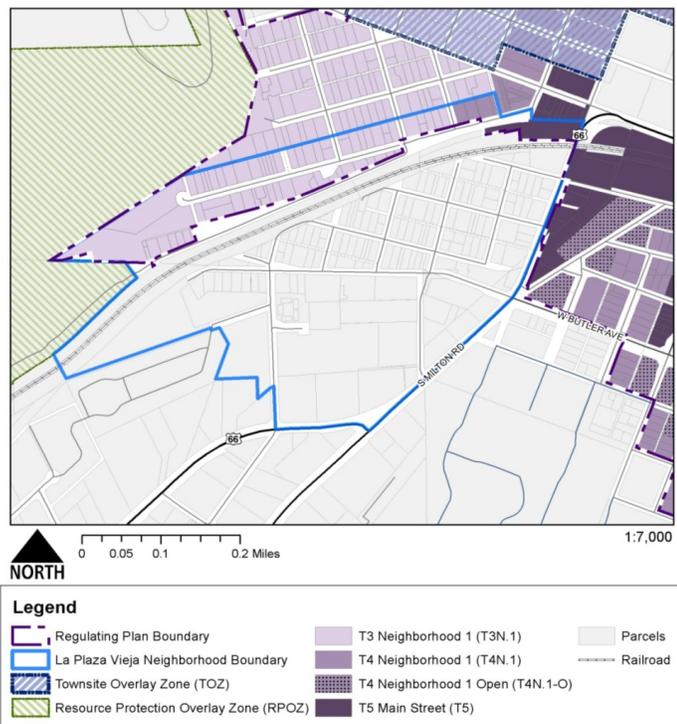
Figure 14: Illustration of Build-out Using Current Standards

The potential twelve fold-increases in commercial area within La Plaza Vieja have been limited because of construction requirements within the 100-year floodplain (see Map 12). Once the larger Rio de Flag Flood Control Project is completed, the entire 100-year flood event would be confined to the underground culvert and channel, and this would allow for greater commercial and mixed-use intensities to be developed in La Plaza Vieja using existing entitlements. Figure 14 illustrates a development project that has maximized the HC zoning entitlements.

In 2011, the City of Flagstaff updated its Zoning Code and provided an option for some areas to use “traverse zones” for redevelopment projects. Traverse zones are part of a form-based code which focuses on the physical design of buildings on a property instead of uses. Each traverse zone has its own unique rules for physical design that address such issues as building placement, streetscape design, and setback requirements. The traverse zones apply to properties within the Regulating Plan Boundary. The part of La Plaza Vieja that is north of the tracks is within this boundary, which means that property owners who want to redevelop may elect³ to use a traverse zone rather than conventional (“non-traverse”) zoning.

Traverse zoning allows for smaller lot sizes, which can generally lead to increased density. However, the T3N.1 zone only allows for a limited number of residential building types and would not allow duplexes unless the use existed on the property prior to enactment of the Zoning Code. Traverse zoning more heavily regulates the layout and appearance of structures. For example, front porches are required in T3N.1 and accessory units and parking must be behind the primary structure.

Map 6: Traverse Overlay Map of the Neighborhood



³ Once a property uses traverse zoning for infill or redevelopment, it cannot use conventional zoning at a later time.

TRANSPORTATION

ROADS

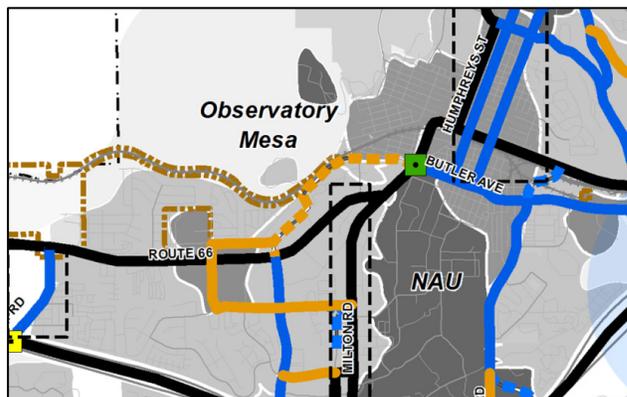
The existing road system in and around La Plaza Vieja consists of major arterials (South Milton Road and Route 66), minor collectors (Clay Avenue, Blackbird Roost), local neighborhood streets (i.e., Tombstone and Tucson Avenues), and alleys (see Map 8).

Both South Milton Road and West Route 66 are Arizona Department of Transportation (ADOT) jurisdictional roads, and the intersection is one of the most congested in Flagstaff. The congestion on these roads has impacted the ability of La Plaza Vieja residents to move in and out of the neighborhood on foot and by vehicle. Blackbird Roost and West Route 66 is not a signalized intersection but is frequently used in conjunction with Clay Avenue as a bypass when the intersection at Milton Road and West Route 66 is congested. This intersection is also frequently used as a pedestrian crossing by residents going to the pharmacy, shopping, restaurants, or grocery stores.

In the interior of La Plaza Vieja, road conditions have recently been improved by the water and sewer project funded by the 2010 tax collection ballot which also updated water and sewer lines (see Map 11). Through this project, neighborhood traffic circles were installed at three intersections to slow traffic cutting through La Plaza Vieja's residential areas. Traffic is consistent throughout the day, and is fairly light overall, except at peak hours. Therefore concerns have been raised about providing a safe crossing near the school and park for residents.

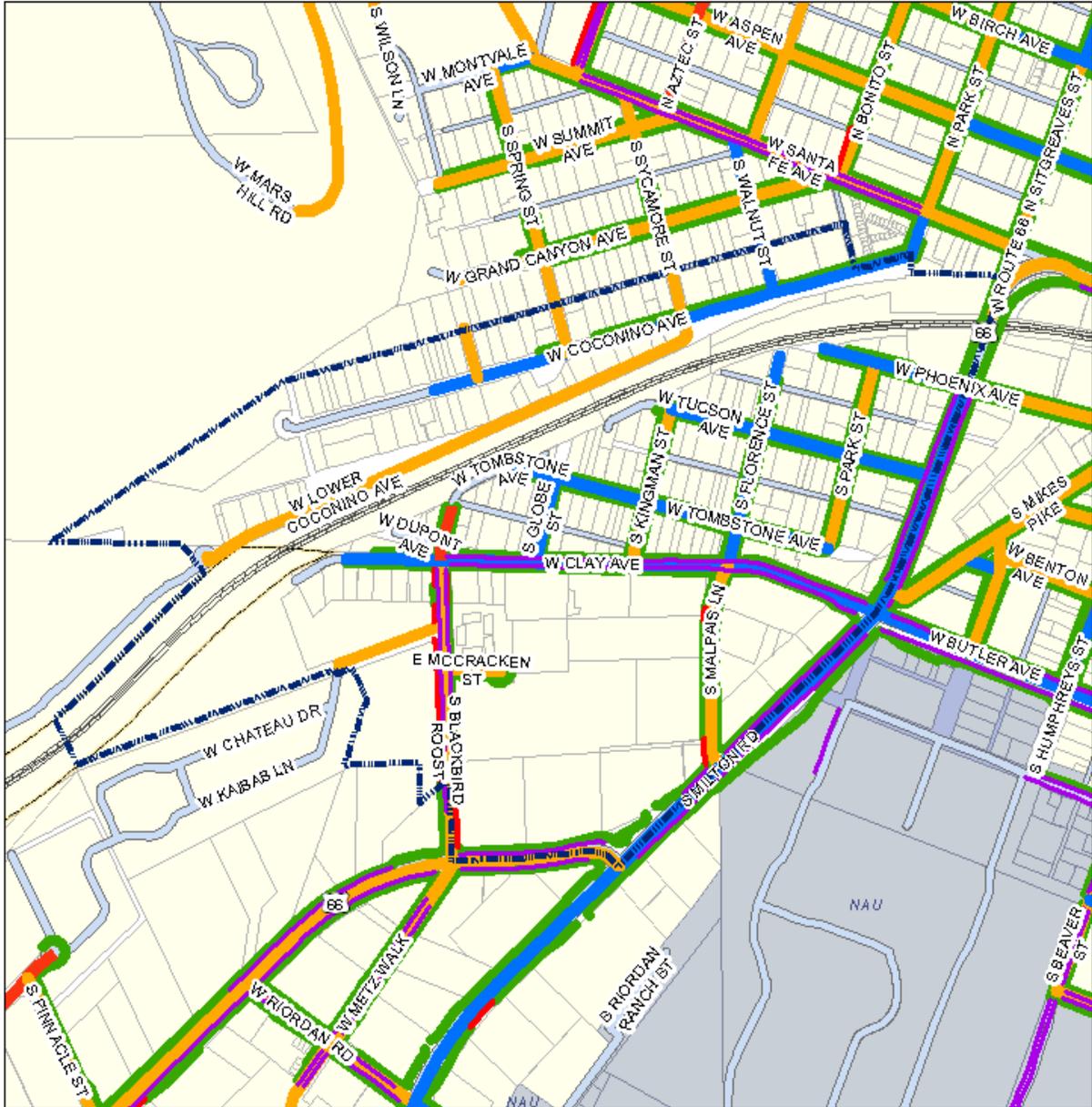
THE REGIONAL PLAN ROAD NETWORK

Because of the congestion issues and evidence of cut-through traffic, the Flagstaff Regional Transportation Plan and *FRP30* have proposed a road extension that connects the intersection of Butler Avenue and South Milton Road to Kaibab Lane and Woodlands Village Boulevard. The Flagstaff Metropolitan Planning Organization's Regional Transportation Plan identifies this as a conditional future road, which means that it needs further analysis before the City decides to pursue it or not. LPVNA has opposed this concept because they are concerned that the challenges for bicyclists and pedestrians on Milton Road and Route 66 would be extended further to the interior of the neighborhood by making this connection. In conjunction with a package of transportation improvements that are being considered on Milton Road, the FMPO conducted modeling of Clay Avenue. The modeling was inconclusive as to whether the extension would relieve congestion, but further study is needed to confirm whether or not the road would benefit the regional transportation system and if the traffic volumes that would be moved to Clay Avenue could be mitigated.



Map 7: Close Up of Future Road Network (from *FRP30*)
Black roads denote freeways; blue denotes Circulation; and orange denotes Access. Dashed lines are future roads.

Map 9: Road Conditions and Bicycle and Pedestrian Infrastructure



1:6,500

0 0.05 0.1 0.2 Miles

Legend		
	La Plaza Vieja Boundary	Road Condition
	NAU	Overall Condition Rating
	City Limits	



TRANSIT

In the past, Clay Avenue and Blackbird Roost were frequently used for area bus routes because the connection center was located on Malpais Lane. Complaints about the frequency and noise caused by bus traffic and the relocation of the connection center to Southside resulted in buses being routed along Milton Road and West Route 66. La Plaza Vieja still benefits from relatively close proximity to the Downtown Connection Center, without the impacts associated with the connection center being within the neighborhood boundaries. Currently there are three bus routes that use Milton Road between Butler Avenue/Clay Avenue and West Route 66, with frequencies between 20 and 60 minutes. In the future, NAIPTA may determine a need to move one of these lines to Clay Avenue to provide better transit access for the Haven Montessori Charter School, ballpark, and neighborhood residents. This would also provide a better car-alternative to NAU students, who are tenants in the neighborhood but have classes on central and south campus.



Figure 15: Examples of NAIPTA Bus Shelter

FUTURE TRANSPORTATION OPTIONS IN LA PLAZA VIEJA

An important step in any transportation planning process is a robust consideration of alternatives. Congestion in and around La Plaza Vieja has been a concern for decades and many options have been considered. As part of updating the Regional Transportation Plan, the Flagstaff Metropolitan Planning Organization is conducting traffic simulations for options in this area (see [Appendix 4](#) for details), including:

- **Widening of Milton Road to six general purpose lanes;**
- **Adding outside lanes for bus, bike, and left/right turns;**
- **A traffic signal at West Route 66 and Blackbird Roost;**
- **McCracken Street connection and extension as an alternative to the Clay Avenue extension; and**
- **Clay Avenue configuration alternatives using various mitigation techniques.**

Traffic simulations test the assumptions and possible outcomes of these alternatives. La Plaza Vieja's Neighborhood Specific Plan may also be considered; but ultimately, decisions about transportation alternatives are made in corridor plans and studies.

Northern Arizona Intergovernmental Public Transportation Authority (NAIPTA) is also looking at options to improve transportation service in La Plaza Vieja and regionally. Transit improvements along Clay Avenue may include shelters and bus pullouts. Shelters may be located close to the curb and street or setback behind the sidewalk depending on the site and landscaping. Bus pullouts may be shared space with travel lanes, or they may be dedicated right turn and bike lanes if there is additional shoulder space. A bus pullout may also be located where there is currently on-street parking. The relocation of a bus route and associated improvements is not dependent on a Clay Avenue extension. Improvements to the pedestrian and bicycle network also strengthen transit access as they increase mobility to and from bus stops.

PEDESTRIAN ENVIRONMENT

Sidewalks are present along both sides of most streets in La Plaza Vieja. Exceptions include:

- The west side of Blackbird Roost between Clay Avenue and Route 66;
- The north side of Phoenix Avenue for the first half-block west of Route 66;
- Two short segments on the west side of Malpais Lane, south of the Haven Montessori Charter School driveway and across the frontage of Dairy Queen; and
- At the ends of several streets – Clay Avenue, Coconino Avenue, Tombstone Avenue, Phoenix Avenue, and Florence Street – where the street dead-ends into BNSF right-of-way.



Figure 16: Traffic Circles Will Improve Walkability on Florence Avenue



and Lack of Shelter are Barriers to Walkability on Milton Road

None of the sidewalks within La Plaza Vieja or on perimeter streets have a parkway strip between the street and the sidewalk. Curb ramps are present at most intersections and have been recently replaced to better conform to Americans with Disabilities Act (ADA) standards. In 2008, the City and ADOT conducted a walkability audit in La Plaza Vieja with residents and community leaders from the neighborhood. The audit yielded a number of significant observations about the neighborhood's pedestrian environment.

There is a significant difference in walkability between the streets on the interior of La Plaza Vieja and streets on the perimeter. Milton Road and Route 66 carry a lot of traffic, which can move quickly at times, and the absence of parkways places pedestrians uncomfortably close to the traffic. Walkability on streets within La Plaza Vieja is generally good.

Crossing Milton Road and Route 66 is difficult and creates a barrier for pedestrians on two sides of the neighborhood: both streets are wide, and large curb radii at intersections adds to crossing distance; there are only two intersections along the perimeter streets with crosswalks and traffic/pedestrian signals (Clay Avenue/Butler Avenue/Milton Road and Milton Road/Route 66), and at both of those intersections pedestrian crossing is prohibited on one leg of the street; distances between crossings are long and it is difficult for pedestrians to cross mid-block or at non-signalized intersections.

The crossing for pedestrians at Route 66 and Blackbird Roost/Metz Walk is difficult as a result of the speed and volume of traffic, a high number of turning vehicles, the width of the road, and the lack of crossing facilities for pedestrians. The problem is complicated because there is a large retail area south of Route 66 that is a draw for La Plaza Vieja residents and would otherwise be within easy walking distance.

The BNSF tracks along the north side of La Plaza Vieja also create a barrier for pedestrians. There are two well-used but unauthorized railroad pedestrian crossings; one at the end of Globe Street connects the neighborhood to Old Town Springs Park, and a second at the northeast corner of the neighborhood a little west of Milton Road.

Trash, weeds, overgrown vegetation, and parked vehicles are significant problems at a number of locations.

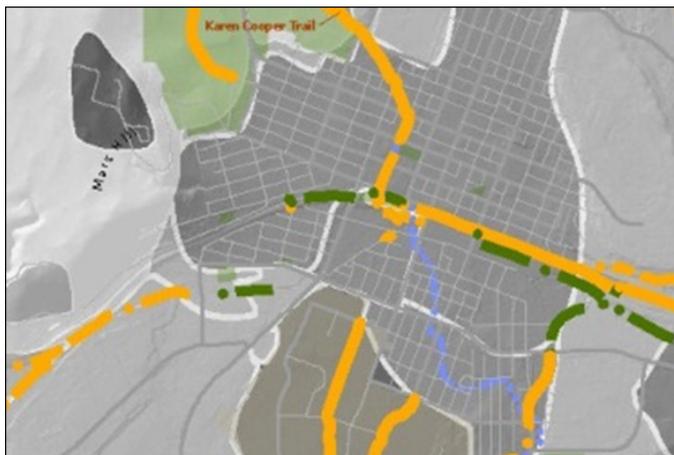
In 2014, the City of Flagstaff conducted a follow-up assessment of walking conditions and found that problems with sidewalk obstructions have been reduced as a result of enforcement efforts. Most of the other issues still remain. Residents also report that drivers use La Plaza Vieja as a bypass when traffic is backed up along Milton Road. Residents view this non-local traffic as reducing pedestrian safety and adding congestion within the neighborhood. During peak traffic hours, residents feel cut-off from services, and expressed particular concern about crossings to the school and park on Clay Avenue.

BICYCLING

Bike lanes are present on Clay Avenue and Blackbird Roost and are part of the City-wide bikeway network. Clay Avenue connects with bike lanes to the east along Butler Avenue, and Blackbird Roost connects with bike lanes to the south on Metz Walk. When Milton Road and Route 66 were resurfaced and restriped several years ago, ADOT added striped shoulders for bicycles on both sides of both streets. In some locations the shoulders are not continuous, for example, the bike shoulder disappears for the duration of the right turn lane from southbound Milton Road to westbound Route 66. Additionally, these shoulders are narrower than typical City of Flagstaff bike lanes, although the width does meet minimum American Association of State Highway and Transportation Officials standard dimensions. In keeping with ADOT policy, these shoulders are not signed or marked as bike lanes.

Strava data for Flagstaff indicates that a significant number of cyclists travel through La Plaza Vieja on Clay Avenue, then continue west on Chateau Drive and Kaibab Lane. This route allows cyclists to travel west without riding along West Route 66. Bicyclists traveling to or from La Plaza Vieja face some of the same difficulties crossing Milton Road and Route 66 as pedestrians, particularly at unsignalized crossings at Blackbird Roost and Malpais Lane.

FUTS – FLAGSTAFF URBAN TRAIL SYSTEM



Map 10: Close Up of FUTS Trails (from FRP30)

At present there are no existing FUTS trails in La Plaza Vieja; however, the FUTS Master Plan shows a planned alignment for the Santa Fe FUTS Trail through the middle of the neighborhood (dashed green line in Map 10). This planned trail would begin downtown and travel west generally parallel to the BNSF tracks. The trail would provide direct non-motorized, bicycle, and pedestrian access to downtown for several neighborhoods along the south side of the tracks, including Railroad Springs, West Glen, West Village, Chateau Royale, and La Plaza Vieja. If the road network in this area is expanded then there will be more on-street connections for this trail than dedicated FUTS routes, which is not unusual

for an urban area. Within La Plaza Vieja there is not available right-of-way or space to allow a continuous

alignment for the trail through the neighborhood. As a result, on-street connections are planned to connect trail segments and create a continuous route. All of the streets – Florence, Malpais, and McCracken – are low-volume, low-speed residential streets that are suitable for cyclists and have sidewalks for pedestrians.

PEDESTRIAN AND BICYCLE CRASH DATA

Between 2001 and 2012 there were a total of 11 crashes involving pedestrians and 23 crashes involving bicycles in La Plaza Vieja and on the perimeter streets.

Table 4: Location of Pedestrian and Bicycle Crashes

	<i>Pedestrian</i>	<i>Bicycle</i>
Milton/Butler	2	6
Route 66/Milton	4	2
Milton/Malpais	1	5
Route 66/Blackbird	1	1
Milton/Phoenix	1	1
Milton/Tucson	0	1
Florence/Tombstone	1	0
Milton (mid-block)	0	6
Route 66 (mid-block)	0	1
Blackbird (mid-block)	1	0

Locations with the most crashes include the intersection of Milton Road and Butler Avenue (eight total pedestrian/bicycle crashes), Route 66 and Milton Road (six total crashes), and Milton Road and Malpais Lane (six total crashes). There were also six bicycle crashes at mid-block locations along Milton Road adjacent to La Plaza Vieja.

Crashes were more likely to occur at intersections than mid-block, and on busy perimeter streets rather than on the interior of La Plaza Vieja. Ten of 11 pedestrian crashes, and 16 of 23 bicycle crashes, were at intersections. Only two of 11 pedestrian crashes, and none of the bicycle crashes, occurred on interior streets in La Plaza Vieja.

Table 5: Severity of Crashes

	<i>Pedestrian</i>	<i>Bicycle</i>
Fatal	0	0
Incapacitating	1	1
Non-incapacitating	3	8
Possible injury	4	5
No injury	3	9
Totals	11	23

Injuries resulting from these crashes were typically fairly minor; seven of the 11 pedestrian crashes were reported as possible or no injury, as were 14 of the 23 bicycle crashes. Three pedestrian crashes and eight bicycle crashes reported non-incapacitating injuries. Incapacitating injuries occurred in one pedestrian crash at the intersection of Route 66 and Blackbird Roost, and one bicycle crash at Route 66 and Malpais Lane. There were no fatal pedestrian or bicycle crashes in La Plaza Vieja.

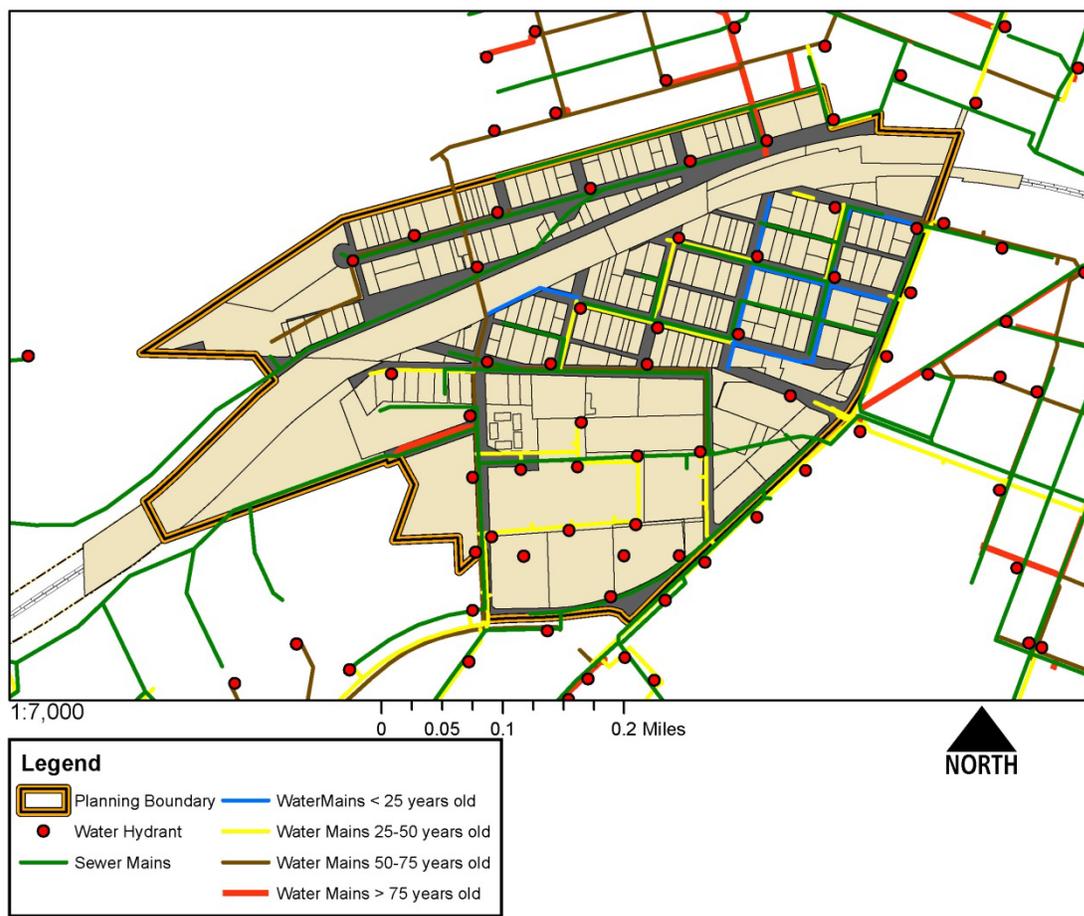
INFRASTRUCTURE AND NEIGHBORHOOD SERVICES

Supplying water, treating wastewater, controlling stormwater, and providing electric, gas, and fiber optic cable are essential for urban neighborhoods.

WATER AND WASTEWATER

Through a 2010 tax initiative, water and sewer lines within La Plaza Vieja have been up-sized, in many cases replacing infrastructure that was 50-75 years old. There are only a few water mains on the periphery of the neighborhood that are more than 50 years old. They would likely be replaced as part of future capital projects. La Plaza Vieja is not piped for reclaimed water use; therefore, landscaping must use either rainwater harvesting or potable water for irrigation. With the below ground improvements, sidewalks and streets were replaced with new curb, gutter, and sidewalk. The project also included three mini-traffic rounds in the neighborhood that are designed to slow down cut-through traffic on residential streets (see Transportation for more information). The remaining utility issue in La Plaza Vieja is that the parcels of land that are immediately west of Upper and Lower Coconino Avenue, due to the elevation of the parcels, would require an extension of the Zone “A” water line from the Flagstaff Mesa development to the west in order to be developed.

Map 11: Age and Location of Water and Sewer Utilities



PUBLIC SAFETY

In terms of public safety and service districts, La Plaza Vieja is part of:

- Police – North of tracks: Beat 20; South of tracks: Beat 11.
- Fire – Fire Station #1 serves south of tracks; Fire Station #2 serves north of tracks. Response times are approximately four minutes from dispatch.
- Trash collection – Trash is picked up once per week. Curbside recycling is picked up once per week. Curbside glass pick-up is available for an additional fee. Glass recycling is located within one half mile of most residences at 116 West Phoenix Avenue. Bulk pick-up occurs once per month, except in February.

The entire La Plaza Vieja neighborhood is within Flagstaff's Wildland-Urban Interface. Homeowners are requested to maintain a clean property and adhere to recommended FireWise principles and practices to help ensure a reduced fuel source for fires and increased overall community protection.

STORMWATER

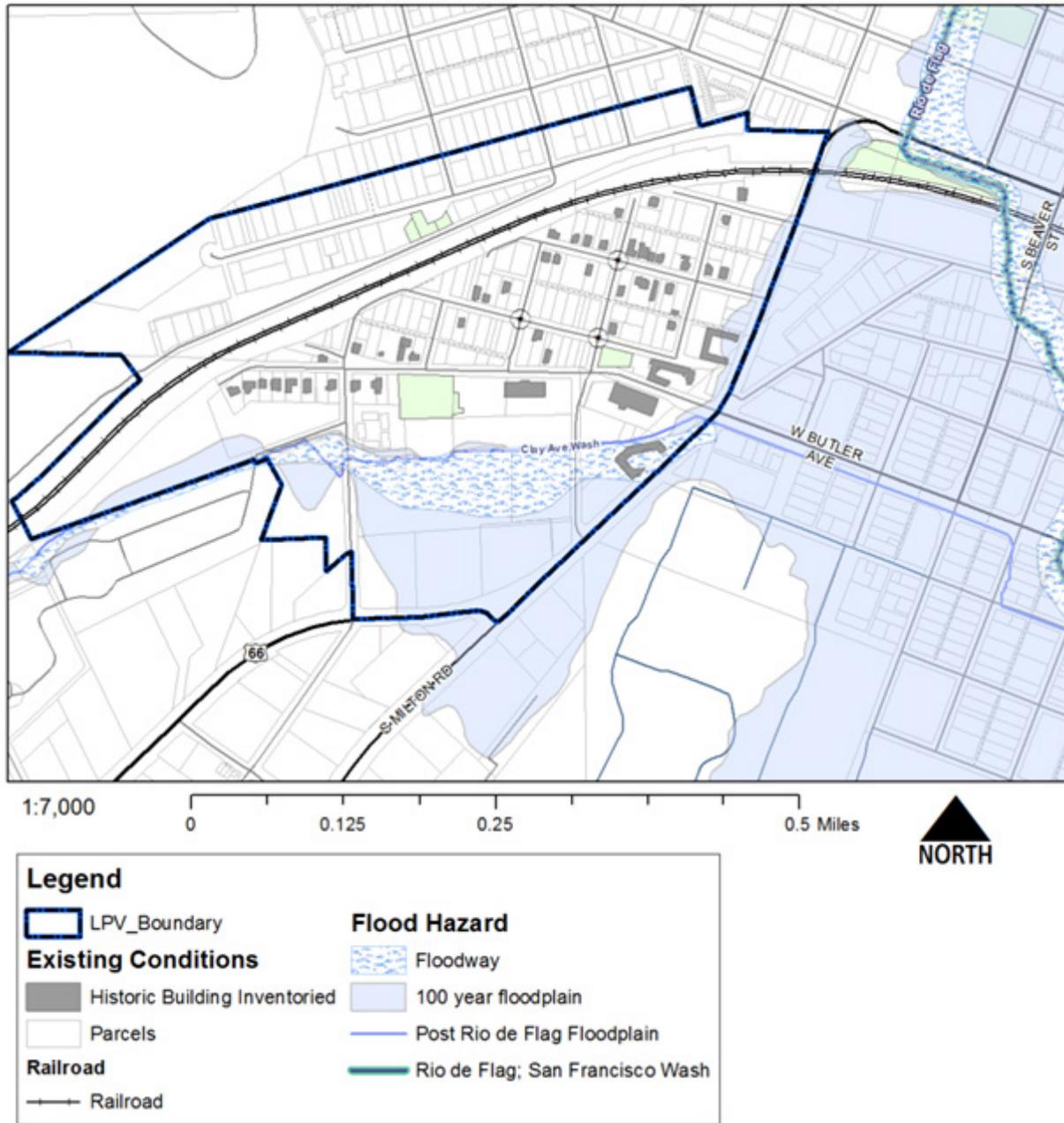
A majority of the commercial properties in La Plaza Vieja lie in the regulated floodway or the 100-year floodplain of the Clay Avenue Wash. Buildings located in these flood zones have restrictions on their development, redevelopment, and improvement. These regulations are intended to prevent one property owner through their actions from increasing the flood hazard to other properties

In 2015, the City began working on a phase of the Rio de Flag Flood Control Project that will increase the capacity of the Clay Avenue Wash. While this will ameliorate flooding issues in La Plaza Vieja, it will not change the floodplain delineations until the entire Rio de Flag Flood Control Project from north of the Townsite neighborhood through the Southside neighborhood is completed. Currently, the Clay Avenue Wash is an open floodway with a ditch to convey smaller storm floods. The properties and buildings in the floodway, including the Arrowhead Village Mobile Home Park and other properties shown on Map 12 continue to flood regularly in the summer. With the floodplain regulations regarding substantial improvements for structures in the floodway, the ability of property owners of older structures to improve their buildings has been limited. The project to improve the Clay Avenue Wash will entail increasing the capacity of the drainage by burying a stormwater pipe beneath the existing ditch alignment. At completion of the project, the floodway and floodplain will be reduced to a very narrow band around the Clay Avenue Wash.



Figure 18: Clay Avenue Wash at Malpais Lane and Entrance to Arrowhead Village Mobile Home Park

Map 12: Clay Avenue Wash and Rio de Flag Floodplain and Floodway



CHAPTER 2: CONCEPT PLAN

The Concept Plan is an illustration of the land use and transportation concepts in the document with accompanying descriptive text. The Concept Plan does not encumber private land or limit the ability of a private land owner to develop in accordance with their current zoning or City standards. It does provide an illustration of compatible reinvestment within the Plan boundary, intended to help with the interpretation of the Plan’s goals and policies. The Concept Plan takes into account feedback from public meetings as well as comments for this Plan and The Standard development rezoning case held between 2011 and 2015. The feedback and comments were used to develop the Concept Plan and related goals and policies in Chapter 3. The Future Growth Illustration in the *Flagstaff Regional Plan 2030 (FRP30)* and some development standards from the Zoning Code were also considered in developing the Concept Plan.

The Concept Plan includes a map of potential land uses, two scenarios for streetscapes, 3D illustrations for compatible reinvestment on private property and a park improvements illustration for Old Town Springs Park. The illustrations are indicative of a desired “build-out” condition based on the goals and policies in Chapter 3. Some would require a rezoning or conditional use permit in order to be built in the location they are shown. They meet the parking ratio and general site-design requirements in the Zoning Code and the Plan’s policy for compatible development in each Neighborhood policy area (Map 13). These build-out illustrations have not been taken through the review process that an actual development application would be subject to and therefore do not represent “pre-approved” projects. Staff has not done a financial feasibility of these illustrations as the market and property values may change independent of the actions of the City.

Concept Map 1 shows a desirable build out scenario for the area. Land uses and building forms assume the floodplain issues associated with the Rio de Flag Flood Control Project have been resolved (Streetscapes Scenario 2). Streetscape Scenario 1 accounts for the Rio de Flag Flood Control Project not going through. Reinvestment that takes place in the interim may be laid out differently because of the Clay Avenue Wash floodway and floodplain issues. Due to regulatory limitations on the substantial improvement of properties in the floodplain, it is anticipated that most large-scale redevelopment in that area will occur after the Rio de Flag Flood Control Project is completed or would require flood proofing similar to the redevelopment of Barnes and Nobles and College America in the Commercial Edge. The Concept Plan does not take into account utility easements and other deed restrictions.

Concept Plan Illustrations were created in SketchUp Pro by:

Illustration 1: Clay Donaldson

Illustration 2: Clay Donaldson

Illustration 3: Tyler Shute

Illustration 4: Karl Eberhard, AIA

Illustration 5: Karl Eberhard, AIA

Illustration 6: Clay Donaldson

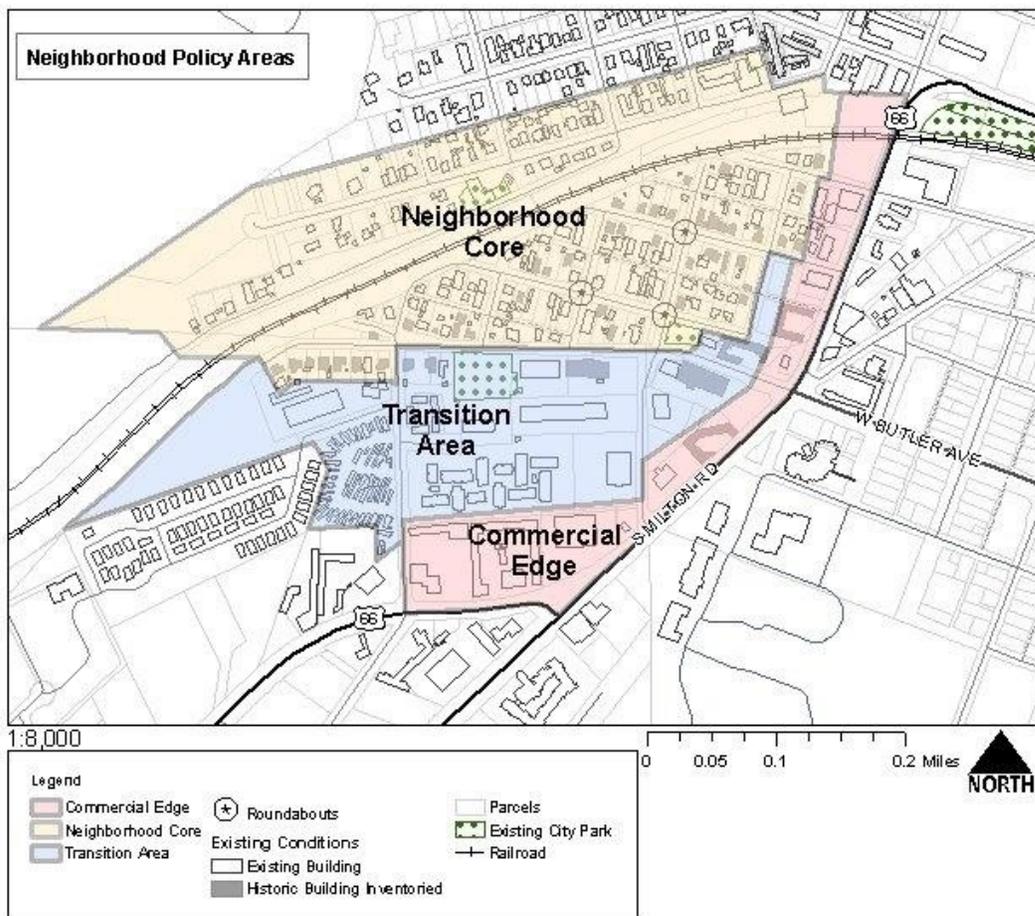
Old Town Springs Concept: Mark DiLucido, RLA

WHAT ARE NEIGHBORHOOD POLICY AREAS?

La Plaza Vieja is a historically mixed-use neighborhood. In order to set goals and policies for the form and character of the built environment, neighborhood policy areas have been identified to guide the implementation of current zoning, Regional Plan direction, transportation and access, and preservation of neighborhood character. Chapter Three’s Goal 6, Preserving Neighborhood Character, is divided into Neighborhood Core (6N), Transition Area (6T), and Commercial Edge (6C). The locations of each illustration in this chapter are primarily in the Transition area and Commercial Edge because the desired form of buildings in these zones is not well illustrated by current examples in the area.

The City cannot change land-use (zoning) entitlements without revising its Zoning Code. If a property owner does not seek a zone change, then the goals, policies and illustrations of the Specific Plan, like those of the Regional Plan, will be aspirational and the Zoning Code will determine what the property owner is allowed to build and what uses are available. The neighborhood policy areas are therefore not “zones”, but instead planning areas which encourage compatible development and design of a variety of land uses.

Map 13: La Plaza Vieja Neighborhood Policy Areas



The Commercial Edge corresponds to the commercial core and corridor place types from *FRP30*. Corridors are geographically defined as a half block from the road frontage and commercial cores are typically the parcels surrounding the intersection that defines an activity center. Both of these definitions have flexibility depending on the scale of the activity center (regional or neighborhood), location and surroundings (such as topography). The commercial core for La Plaza Vieja melds the urban neighborhood activity center, suburban regional activity center and two commercial corridors into a cohesive automotive-oriented commercial area. All of the parcels in this policy area are zoned Highway Commercial (HC). All of these place types support higher intensity of commercial, services and mixed use development.

The Transition Area corresponds to the pedestrian shed of activity centers as described in the *FRP30*. The description of a pedestrian shed in *FRP30* is primarily residential with small scale commercial. La Plaza Vieja is a unique circumstance because the area that would typically be the pedestrian shed is zoned for commercial and mixed use development. Therefore, the description of a pedestrian shed has been expanded for La Plaza Vieja to include a wider range of commercial, services and mixed use development at a scale and intensity that balances neighborhood preservation and the land uses that support the activity centers and corridors. The largest block in the Transition Area has a great diversity of uses ranging from single family homes, a park and school along Clay Avenue, to apartment complexes and commercial businesses closer to the activity centers and corridors. This demonstrates that this part of the neighborhood already functions as a pedestrian shed. Because the majority of this area is already zoned Highway Commercial, this Plan's description of compatible and incompatible development within the Transition Area cannot limit the exercise of existing entitlements. Even though a 60 foot tall building may be an incompatible mass and scale for this area, it could be built if the parcel is currently zoned for it. All development in the commercial zones must meet the design standards for the City and the policies of this Specific Plan can be used to determine appropriate appearance of streetscapes, landscaping, materials, form, colors, and architecture (Flagstaff Zoning Code 10-30.60.080).

The Neighborhood Core corresponds to an urban neighborhood as described in the *FRP30*. Since this is a historic neighborhood as identified on Map 14 in *FRP30*, some of the direction from the *FRP30*'s description of density and intensity appropriate for urban neighborhoods does not apply in this case. The parcels in the Neighborhood Core are all zoned Single Family Residential Neighborhood (R1N), which allows single family homes, duplexes and Accessory Dwelling Units (ADUs). There is no design review currently for single family homes or ADUs, but duplexes must go through concept review and design review along with their building permit. Non-conforming structures in this area may continue to be used without expansion in accordance with the Flagstaff Zoning Code 10-20.60.030.

CONCEPT MAP 1: LAND USE

The Concept Plan's land use map depicts structures and conditions that exist in the neighborhood today that are expected to stay in a similar condition into the next 20 years, as well as examples of compatible redevelopment in locations that may be redeveloped in the future. Existing parcels, parks and street configurations make up the base layer of the plan, along with the purple outlines of existing buildings. The concept plan does not target any individual property for redevelopment. The map shows where there are opportunities for infill, redevelopment of non-conforming structures, and reinvestment in commercial properties that are impacted by the Clay Avenue Wash floodplain. If the Rio de Flag Flood Control Project is not carried out, then the buildings proposed on the concept plan's land use map may become infeasible, in which case all new development occurring in the floodplain will be required to have a flood-proof first floor. Flood-proofing measures would create an added expense to new construction in the Clay Avenue Wash floodplain. This additional expense may slow or prevent redevelopment, especially in the Transition Area.

Reinvestment opportunities appear on the Concept Plan Map 1 in three different colors representing potential new building footprints: blue for mixed use/commercial; pink for multi-family housing; and orange for residential. These footprints represent an example of uses, building types, and forms that could meet the goals and policies found in Chapter 3. All new single family residential redevelopment is located within the Neighborhood Core policy area, which is bound by an orange dashed line. The pink and blue multi-family and mixed use/commercial buildings begin to appear in the Transition policy area, bound by the blue dashed line. And lastly the Commercial Edge policy area, bound by the red dashed line, shows many new commercial and mixed use buildings. There are labels on the map to show the locations related to Illustrations 1-6. Those areas have been modeled in greater detail in 3D illustrations on pages 37 – 49.

Permitting multi-family residential uses within commercial zoning districts is permitted by the *Flagstaff Zoning Code*. Historically, Flagstaff's land use patterns show generous amounts of commercial property and are short on residentially zoned land, especially in and around the City's activity centers. Activity centers call for compact mixed use development. Activity centers are a concept that have appeared in City planning documents since the 1990's and are mapped in the *FRP30's* Future Growth Illustration. Given the lack of residentially zoned property and the ongoing shortage of affordable housing in the City, it was determined through the public participation process in the City's Growth Management Guide 2000 that residential uses be allowed in commercial zones to promote self-contained neighborhoods, and to encourage more affordable and multi-family housing developments. This shift in Flagstaff's zoning regulation aligns with national Smart Growth policy movements. The concept of "mixed use" development in an activity center setting supports a long-standing local preference for a sustainable community by combatting urban sprawl. Mixed use activity centers also help address the high cost of living with infill and neighborhood reinvestment that provides affordable housing options with access to nearby services.

CONCEPT MAP 2: STREETSCAPE SCENARIOS

The Concept Plan contains two scenarios of possible street and trail connections through the neighborhood. Concept Map 2 depicts increased multi-modal connectivity with new FUTS paths (both on street and new dedicated FUTS rights of way) and with several bike and pedestrian crossings at the edges of the neighborhood in both scenarios (Policies 10.1, 11.1 and 11.2). Two crossings were considered in the draft plan that were not carried forward to the final; an at-grade crossing of the railroad near Old Town Springs Park and a fourth crossing at Butler Avenue and Milton Road. Both of these crossings occur in other jurisdictional right-of-way and do not meet the standards of the regulating agency. They were, therefore, removed from the Concept Plan and Implementation Strategies.

Scenario 1 is the preferred scenario of LPVNA and the City's Bicycle and Pedestrian Advisory Committees. It shows the urban street grid north of Clay Avenue being extended approximately a block to the south. The *FRP30* also calls for the portion of La Plaza Vieja that is north of McCracken Street/Chateau Drive and south of Clay Avenue as a "Future Urban" area, including a gridded street system. Urban block forms are generally smaller and the roads more connected than suburban area types. Roads north of Clay Avenue already have a street grid pattern, and extending the gridded street network into the commercial areas of the neighborhood would create a more cohesive neighborhood character between these areas (Policy 6T.2). Additionally, completing the grid on the west end of Clay Ave will allow City crews to plow the road more easily.

Under Scenario 1, Clay Avenue and Blackbird Roost would remain the minor collectors for the neighborhood. Depending on the treatments and improvements applied to Milton Road and Route 66, they may see an increase in traffic and require traffic calming in order to maintain safe pedestrian access between the neighborhood core and the Transition Area (Policy 12.1).

The FUTS trail in Scenario 1 follows the alignment in the *FRP30's* Map 26 and the 2013 Downtown FUTS Concept Plan. The trail would include an off-street connection to the west of the neighborhood and would follow a portion of the Clay Avenue Wash. This would allow for a high quality bicycle and pedestrian environment similar to the Karen Cooper Trail north of downtown. If the Rio de Flag Flood Control project is not completed then the FUTS trail may require a wider easement or right-of-way in order to accommodate a side-by-side wash and trail. If the project is completed and the road connection to the west is not determined to be beneficial, then the trail may be located over the stormwater pipe.

The "Future Urban" area type, south of Clay Avenue, presents an opportunity to consider an alternative route for creating connectivity in the regional transportation system (Policy 13.1). Scenario 2 shows an extension of McCracken Street to Malpais Lane and connects it to Chateau Drive and on to Kaibab Lane in the West Village subdivision. The Regional Transportation Plan and *FRP30* show the conditional need for a collector that extends from Kaibab Lane to the intersection of Milton Road and Butler Avenue. The McCracken Street/Chateau Drive alignment has been identified as an alternate to the Clay Avenue Extension by the project team. The road alignment is only a concept and would roughly follow the Clay Avenue Wash from Malpais Lane until it connects to Kaibab Lane in the West Village subdivision. A final alignment for the road would not be addressed until design work has been completed. This alignment assumes that the Rio de Flag Flood Control Project has been implemented, and would designate the McCracken Extension and a portion of Malpais Lane as the neighborhood's new minor collector.

The Flagstaff Metropolitan Planning Organization (FMPO) and the City have conducted operational micro-simulations to test the feasibility and benefits of using McCracken Street as the collector route up to Malpais Lane

(see Appendix 2 and 4). The model confirms that this alignment could serve the same function as the Clay Avenue Extension. The benefits of this strategy are the creation of more commercial frontage for property owners, and a mixed-use street that reduces traffic volume on Clay Avenue. The challenges are determining how construction of the route might be timed (it is conditioned on the Rio de Flag Flood Control Project), and how the City could pay for it. The La Plaza Vieja Neighborhood Specific Plan is not the appropriate mechanism for finalizing those details. Corridor Plans that include operational analysis, cost-benefit ratios, and project design work are part of the appropriate mechanism for making decisions about road connectivity because they take into account the balance of local neighborhood and regional transportation needs. If a Corridor Plan for the McCracken Street Extension, Milton Road or Route 66 comes to a different conclusion than this Specific Plan, then that Corridor Plan would take precedence in transportation and infrastructure decisions (Policy 13.2).

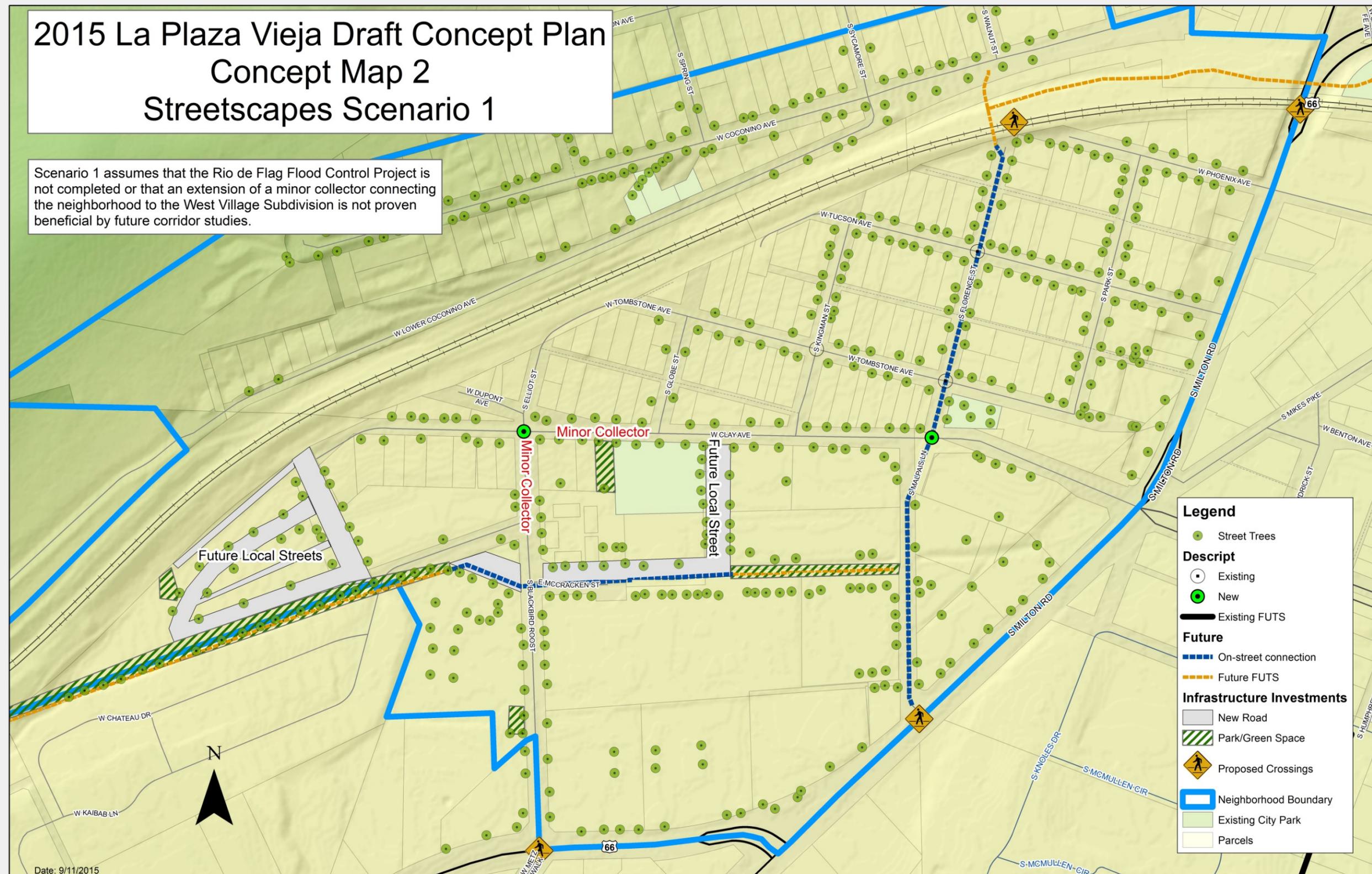
The McCracken Street extension would increase the traffic volume on the road and make it more viable for commercial and mixed use development. It would also reduce the amount of cut-through traffic on Clay Avenue, given traffic calming in the neighborhood and the design of a new minor collector (Policy 12.1). Clay Avenue and parts of Blackbird Roost could then be downgraded from minor collectors to local streets. The FUTS trail could then take advantage of lower volume traffic to create on-street connections between the neighborhood, downtown, the school and park.

The FUTS trail in Scenario 2 could be accommodated with a small increase in the right of way for Clay Avenue. It would be beneficial to keep the trail on the south side of the road where it can directly connect the park and school to the wider FUTS network. About 5 additional feet of right of way would be needed over the current condition to have a 5 foot sidewalk and planting strip on one side of the road and a FUTS trail on the other. One lane of on-street parking (see Figure 22) would be given up in order to achieve this.

The original street scenario that is represented in *FRP30* is the Clay Avenue Extension connecting West Village subdivision and the west end of Clay Avenue. Modeling showed this would more than double the peak traffic volume, and the road alterations needed for that level of improvement was considered incompatible with the neighborhood character (Policy 13.1). Therefore, the Clay Avenue Extension was not illustrated in the Concept Plan.

2015 La Plaza Vieja Draft Concept Plan Concept Map 2 Streetscapes Scenario 1

Scenario 1 assumes that the Rio de Flag Flood Control Project is not completed or that an extension of a minor collector connecting the neighborhood to the West Village Subdivision is not proven beneficial by future corridor studies.



Date: 9/11/2015

STREET CROSS-SECTIONS

The right of way for typical for new collector and local streets is depicted in Figures 21 and 22, respectively. These would be applied to new roads constructed in both scenarios for Map 2. On-street parking would be allowed on local streets and bike lanes would be provided on minor collectors. Both scenarios for Concept Map 2 would increase the supply of on-street parking and provide for complete bicycle and pedestrian connections in slightly different ways. Sidewalks and bike lanes depicted in Figures 21 and 22 are wider than the minimum required by the City's Engineering Design Standards and Specifications. The additional six inches to one foot of right of way will make this road more attractive to pedestrians and cyclists and provide higher quality access to the activity centers, corridors, Downtown and NAU.

An important element of all streetscapes in the La Plaza Vieja neighborhood is the presence of trees, the majority of which currently exist on private property. Additional street trees, whether they are planted in expanded right of ways with a parkway or in tree wells along the sidewalk, contribute to the enhanced pedestrian environment of an urban neighborhood. The Concept Map 2 shows new trees along many of the neighborhood's streets as well as along any new rights of way that may result from reinvestment in the area, it is assumed that newly constructed streets will have an adequate parkway to plant trees between the sidewalk and the street. These would primarily occur in commercial and mixed use portions of the Transition Area. Additional trees for improving the pedestrian environment on existing roads would be planted and preserved on the private property just outside of the easement and be encouraged through urban forestry grants and cooperation with the La Plaza Vieja neighborhood Association.

In order to accomplish construction of new roads in the block south of Clay Avenue and to provide street improvements under Scenario 1, the City would need to acquire new rights-of-way from property owners. There is already a need to acquire land to complete the Clay Avenue Wash improvements, associated with the Rio de Flag Flood Control project in the same location. Streets would add to the needed right-of-way but could also add value by increasing the commercial frontage of the properties. The right-of-way could be acquired incrementally as properties redevelop, or could be done as a City project to reinvest in the neighborhood and build capacity for redevelopment. If the City proceeds with an extension of McCracken Street, property owners would have the opportunity to negotiate the value of the property after receiving an appraisal. When Flagstaff acquires property, like other government entities, the offer gives consideration to the impact of the acquisition on the value of the remaining property.



Figure 19: Cross-Section of a New Minor Collector (69 foot right-of-way)

The right-of-way for a minor collector is 69 feet in Figure 19. Along Scenario 2’s McCracken Street Extension this could be acquired without removing any of the existing buildings. It would displace parking, driveways and fences for the commercial and multi-family properties. It is possible to have a narrower right of way by having an access management plan that limits curb cuts in the mid-block and therefore would eliminate the need for a continuous center turn lane. In Scenario 1, the existing minor collectors are narrower than a new collector would be. This is typical of older roads in the City. It is unlikely that enough right-of-way could be acquired along Clay Avenue to improve the road to this standard without impacting existing buildings.



Figure 20: Cross-Section of New Local Street (60 foot right-of-way)

Figure 20 shows the right of way for a new local street. On a local street, traffic volumes are low enough that bicycles can share the travel lane with vehicles. Traffic calming on Clay Avenue may be necessary if a new collector is constructed under Scenario 2. Traffic calming is not depicted in this cross-section.

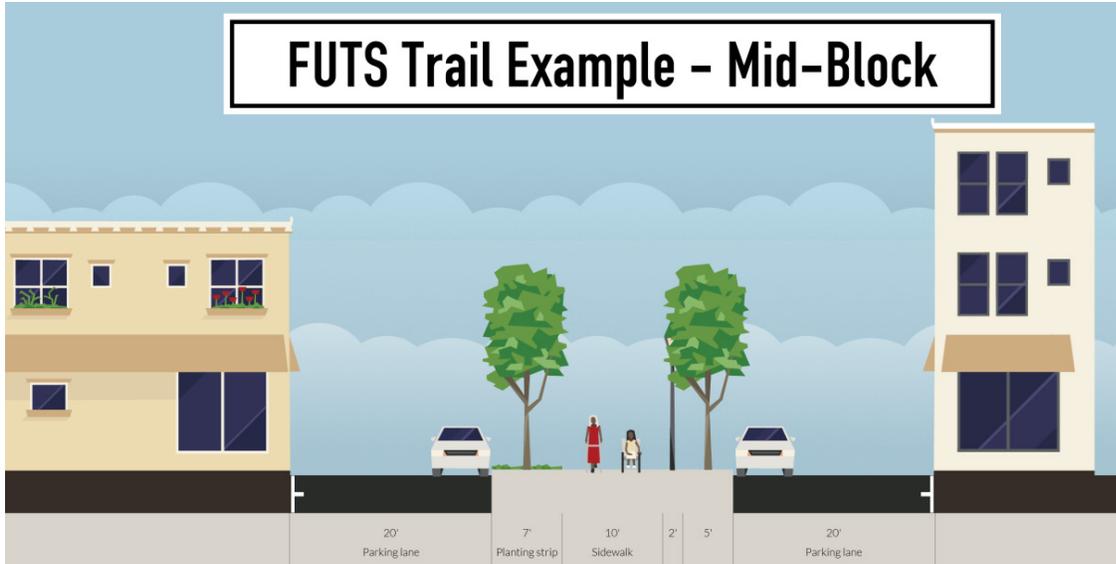


Figure 21: Cross-Section of FUTS Trail through the Neighborhood (24 foot right-of-way)

Figure 21 depicts a mid-block FUTS trail that could be located in the Clay Avenue Wash between McCracken Street and Malpais Lane under Scenario 1. Even next to parking areas, proper landscaping along the FUTS trail creates a high-quality pedestrian and bicycling experience.



Figure 22: Cross-Section of FUTS Incorporated into a Local Street (55 foot right-of-way)

Figure 22 shows a modified cross-section for Clay Avenue under Scenario 2. If the McCracken Street Extension proceeds, it would be beneficial to bicyclists and pedestrians to provide a FUTS connection in an alternate location with less traffic than the one shown on Map 26 of FRP30. The current right-of-way along Clay Avenue is 50 feet and the right of way needed for the improvements as shown in Figure 21 is 55 feet. This additional 5 feet of right of way could be acquired without impacting existing buildings between Malpais Lane and the west end of Clay Ave.

Source for Figures 19-22: www.streetmix.net

ILLUSTRATION 1: WEST SIDE INFILL REINVESTMENT

The parcel shown in this illustration is currently vacant and used for stormwater retention. It is in the Transition Area (see [Concept Map 1](#)). The south side of the 4-acre property is in the Rio de Flag floodway and floodplain. This illustration shows how single-family attached houses can be made compatible with the neighborhood character (Policy 6T.1). Under the existing CS zoning, this building type could be achieved through the Planned Residential Development process. The building types in the illustration would be customized to the neighborhood character of La Plaza Vieja and would not use the typical “townhome” building type from the Zoning Code. Grouping the single family homes into attached buildings of 2-4 units allows the buildings to have more residential scale in relation to the street, with a higher density than individual single-family lots would allow. They would need to be alley loaded according to Flagstaff’s Zoning Code, which is consistent with the alleys seen throughout the Neighborhood Core (Policy 6T.2).



Figure 24: Overview of Site with Park



Figure 23: Alley Loaded Attached Single Family Homes



Figure 25: Alley Loaded Attached Single Family Homes

Single-family attached homes can be managed as either a rental property or an owner-occupied condo development. They are particularly appropriate in the context of this parcel because of the scale of single-family homes east of the lot on Clay Avenue and the Mill Pond neighborhood to the south. They provide a compatible medium density alternative to apartment-style housing seen along Blackbird Roost. Any development with densities lower than medium density (6-14 units per acre) on a commercial parcel would not be financially feasible because of the cost of acquiring the underlying property.



Figure 26: Attached Single Family Homes



Figure 27: Block-Level View of Attached Single Family Homes

These are illustrative examples of desired outcomes from the Plan, and do not impact existing land entitlement or limit the ability of a private land owner to develop other uses in accordance with the City Code and Standards.

ILLUSTRATION 2: MOBILE HOME PARK REDEVELOPMENT



Figure 28: Overview of Mobile Home Park Redevelopment

The reinvestment illustrations for the parcel that is currently the Arrowhead Village Mobile Home Park show the scale that would be needed to replace all the units currently on the site with multi-family units that meet City standards. The tallest building is located furthest from the Neighborhood Core and the design is influenced by the lumber company history within La Plaza Vieja (Policy 6T.1). This illustration depicts adequate room for a playground and community room on site (Policy 5.2). This could easily be a design for affordable housing units as well as market-rate units (Policy 7.5). The illustration shows adequate parking for market rate units and so an affordable housing project may be able to have more units if developed in a similar style. The illustration's enhanced streetscape and 2-3 story buildings placed closer to the street provide a more urban streetscape along Blackbird Roost (Goal 12), which fits the context of the apartments and

commercial services along the east side of the street. The illustration shows an overview of improved street connectivity and new FUTS path: a reconfigured Chateau Lane connects with McCracken Street on the east and over to Millpond Village on the west.



Figure 29: Interior View of Apartments

The floodway and floodplain are major constraints to this parcels redevelopment, as is the relocation of current residents. If the Rio de Flag Flood Control project is not implemented, the north building in this illustration would need to be designed to avoid the floodway and the cost of flood proofing would make redevelopment of affordable housing on this parcel more challenging. Relocation of low income residents during construction and in some cases permanently would also add to the project's cost (Policy 6.1). Overcoming these challenges to provide safe and affordable housing to La Plaza Vieja residents requires transparency, and early, and frequent involvement of stakeholders, the neighborhood and City staff (Goals 6 and 7)



Figure 30: Birdseye View Showing Corner of Blackbird Roost and Realigned Chateau Drive



Figure 31: View of Streetscape Heading North on Blackbird Roost

These are illustrative examples of desired outcomes from the Plan, and do not impact existing land entitlement or limit the ability of a private land owner to develop other uses in accordance with the City Code and Standards

ILLUSTRATION 3: MCCRACKEN EXTENSION BLOCK



Figure 32: Overview of the Block South of Clay Avenue, with McCracken Extension

McCracken Street currently dead ends about 250 feet east of Blackbird Roost. After the completion of the Rio de Flag floodplain improvements, it may be possible to connect the road with Malpais Lane and create a mid-block connection to Clay Avenue (Policy 6T.2). The midblock connection would



Figure 33: Commercial Building along Malpais Lane

displace the current accessible parking and playground equipment associated with the Guadalupe Park. In this case, the City would need to acquire addition property proximate to the ballpark to reestablish the playground area (Policy 3.3). The new roads would create the opportunity to have commercial, mixed-use buildings, and apartments throughout the reconfigured block and not just along Malpais Lane and Blackbird Roost (Policy 6T.1). New local roads would increase the amount of on-street parking for special events at the school, park, or commercial buildings (Policy 6T.3 and Policy 3.1). Shared parking and driveways within this block will also increase the parking capacity for commercial businesses that would typically occupy parking spaces during the day, and apartments and the ballpark that would use the parking at night and on weekends. Proximity to transit and bicycling opportunities will also improve the efficiency of parking within this block (Goals 10, 12, and 14).



Figure 34: View of Shared Parking, West Side of Block



Figure 35: Three-Story Mixed Use along McCracken Extension



Figure 36: Multi-Family Facing New Local Street, Mid-Block

The buildings illustrated in this block along the McCracken Street Extension include (from west to east) an office building, a mixed-use building with commercial and residential uses, facing apartment buildings with stoops on the street, and a corner entry commercial building at the corner of Malpais Lane and the new McCracken Street Extension that enhances the entrance into the neighborhood. Illustration 3 shows an adequate amount of surface parking for all residential, commercial, and mixed use buildings on the block. Shared parking makes parking requirements more feasible with a parking demand study. Features that make these designs compatible with the character of La Plaza Vieja are their use of locally significant materials, paseos to allow views into interior courtyards from the street, gables and hipped roofs, cupolas, the use of residential features in the design (dormers, stoops, balconies), and landscaping (Policy 6T.1). All buildings are tallest along McCracken Street and step back as they approach Clay Avenue. Buildings in the adjacent Commercial Edge may be taller in the future. The office building at the corner of Blackbird Roost and the McCracken Street Extension has a roofline that mimics the historic school at the opposite corner of the block, including cupolas (Policy 6T.1). Patio spaces, residential porches, courtyards,

balconies, and various civic spaces all appear in Illustration 3 as a way of blending residential and commercial spaces. The commercial buildings along the McCracken Extension feature recessed entries and arched hallways, which, along with street trees and gathering spaces, contribute to a varied and pedestrian oriented streetscape. Residential entryways also face the street throughout the block, and are given elevated and recessed entries and landscape buffers to better distinguish private from public space.



Figure 37: Office Building at Blackbird Roost and McCracken Street

At the southeast corner of Blackbird Roost and Clay Avenue, two four-unit apartment houses are illustrated. The front of the buildings has a single entrance, mimicking the single-family homes across the street (Policy 6T.1). Half of their parking is covered and shielded from view along Clay Avenue. The buildings also face the street instead of the side yard, which makes their exterior more in keeping with single-family homes along the block. The illustration shows some park space being lost to a new local street, but it is appropriately relocated to the west side of the park, near the apartment houses for public use (Policy 3.3).

These are illustrative examples of desired outcomes from the Plan, and do not impact existing land entitlement or limit the ability of a private land owner to develop other uses in accordance with the City Code and Standards.



Figure 38: Apartment Houses along Clay Avenue, Looking South East



Figure 39: Office Building along Blackbird Roost

ILLUSTRATION 4: COMMERCIAL EDGE REINVESTMENT

Figure 40: Reduced Impact Mixed-Use Development



Figure 41: Pedestrian Level View from Milton Road



Figure 42: Rear Architectural Treatment Facing Malpais Ln



Figure 43: Overview of Site



Architectural techniques can be used to improve the appearance of large commercial and mixed-use buildings (Policy 6C.1). Large structures with long, unbroken facades and box-like forms have a negative impact on the pedestrian environment. Variation in roof forms and heights, and in planes of walls and facades, improve the aesthetics of large buildings. A sense of entry and pedestrian scale can be enhanced by stoops, awnings, street trees, and landscaping (Goals 6, 6C, Policy 6C.1). Authentic local building materials at street level can further improve the appeal of these buildings (Policy 8.2). The illustrations for Commercial Edge reinvestment within this area show how large sidewalks and minimal building setbacks create an urban neighborhood environment even on a high traffic volume road like Milton. Placing windows and entries along sidewalks better integrates these commercial buildings with the nearby neighborhoods.

These are illustrative examples of desired outcomes from the Plan, and do not impact existing land entitlement or limit the ability of a private land owner to develop other uses in accordance with the City Code and Standards.

ILLUSTRATION 5: TRANSITION AREA ADAPTIVE REUSE



Figure 44: Adaptive Reuse of Old Fire Station along Malpais Lane

This illustration shows a potential repurposing of the former firehouse building, playing off the firehouse history but adding architectural features such as patios, low walls, and other features that make it relate better to human scale and the new uses (Goals 6, 6T, 8, Policy 8.4). It also shows the possibility of a second floor that contains four residential units (Policy 6T.1). This space could potentially be offices if adequate parking could be secured (Policy 6T.3).



Figure 45: Alternate View of Adaptive Reuse from Milton Road

These are illustrative examples of desired outcomes from the Plan, and do not impact existing land entitlement or limit the ability of a private land owner to develop other uses in accordance with the City Code and Standards.

ILLUSTRATION 6: PARK STREET INFILL



Figure 46: Birdseye View of Apartments Backing Milton Commercial



Figure 47: Overview of Shared Parking with Milton



Figure 48: Bungalow 4-Unit Apartment Building

On the east side of Park Street, a local residential road, there is a block between Tucson Avenue and Tombstone Avenue of Highway Commercial zoning that could alter the neighborhood character significantly, if developed to its maximum potential. This block is important because of the abutting Historic Route 66 Hotel, views of Our Lady of Guadalupe Church and NAU (Policy 6C.2), and the small-scale residences on the opposite side of the street. This block would be an important area to implement Policy 6T.6 by encouraging reduction in entitlements to preserve neighborhood character. The illustration of four multi-family buildings shows how this block could be developed as a compatible mixed-use area (Policy 6T.1). The multi-family buildings are bungalow style similar to the two houses across the street and can contain two to four units. They also have shared parking with the businesses along Milton Road (Policy 6T.3) and landscaping that is appropriate for the single-family character of the street. If they were built in this manner along with reinvestment of the smaller building along Milton Road, this would be an example of horizontal mixed-use. They could be developed independently with a conditional use permit or rezoning.

These are illustrative examples of desired outcomes from the Plan, and do not impact existing land entitlement or limit the ability of a private land owner to develop other uses in accordance with the City Code and Standards

SINGLE FAMILY COTTAGES



Figure 49: Single Family “L” home at 1105 W. Lower Coconino Avenue

La Plaza Vieja’s historic integrity is largely defined by its historic single family cottages. The homes are primarily wood, one to one and a half stories tall and have simple architectural styles. Several families in the neighborhood have receipts from the AL&T lumber mill store for the wood used in building their homes (Figure 46). Corbels under the eaves of homes are a common architectural detail. Floor plans are simple “L,” double-“L,” or square patterns but additions are common. Most homes have a front porch that is included in the front or extends

across the entire frontage or a covered stoop. Front yards are usually used as gardens or have steep slopes and decks that allow for views of Flagstaff. Low malpais walls and fences often separate the front yard from the public sidewalk. Garages are set back behind the home and backyards are often used for parking, sheds and accessory dwelling units. Below are some examples of historic homes in the neighborhood that illustrate these elements of single family cottage design.



Figure 50: Historic home converted to triplex at 907 W. Clay Avenue (front and back yard views)

Triplexes are not allowed under the current zoning but this property is an example of how rental units can be managed compatibly with the neighborhood character. The exterior of this home is the same, scale, materials and style of other houses on the block. The additional unit was added to the rear. The front yard is fenced and landscaped and the rear yard provides parking. The landlord even provides garden beds and a bike rack for tenants.



Figure 51: Single Family Cottages at 829 and 831 W. Coconino Avenue

The home on the right is a historic single family cottage and on the left, is an infill cottage that was designed to be compatible with the neighboring house.



Figure 52: Single Family Cottage with covered stoop at 510 W. Tombstone Avenue

This home was recently remodeled on the exterior to remove aging stucco. The owner returned to the wood exterior materials and replaced old eaves and corbels to improve the homes appearance.



Figure 53: Single Family double "L" home at 923 W. Clay Avenue



Figure 54: Single Family Cottage on steep slope at 208 W. Dupont Avenue

OLD TOWN SPRINGS PARK

Master Plan for Old Town Springs Park Improvements

Figure 55: Existing Conditions and Conceptual Representation of Improvements



W. LOWER COCCONINO AVENUE SIGN & ENTRY ENHANCEMENTS



W. COCCONINO AVENUE SIGN & LANDSCAPING

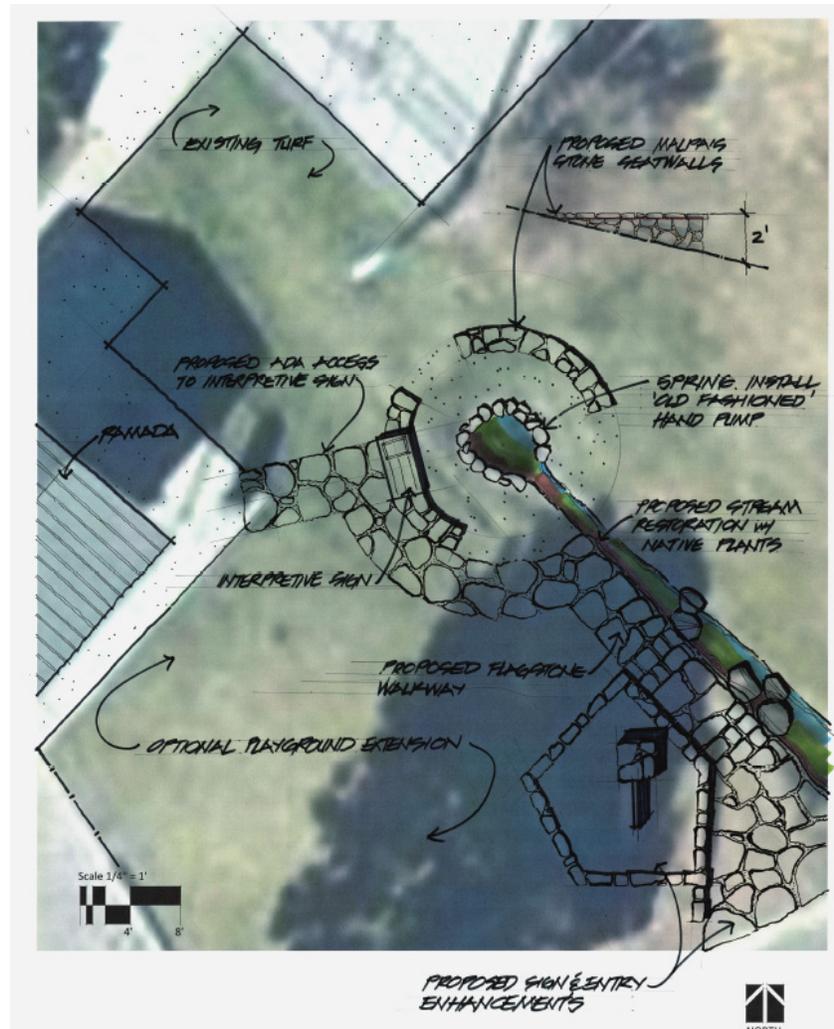


Figure 56: Illustration of Improvements to Enhance Old Town Springs Park

duriuscula). The low wall around the spring would mimic the low rock walls seen in front of residences on the adjacent streets.

The sign on the north side of the park would be maintained as it matches the sign at the neighborhood entrance at Florence Avenue and Clay Avenue. These signs were designed and installed by neighborhood residents.

New lighting in the park would be similar to what has been installed at Bushmaster Park for ease of maintenance and appearance. A small LED light would be added to the top of the new flag pole so that the American flag can be flown at all times. This is the practice at Frances Short Pond and in front of the Chamber of Commerce, which are also considered possible sites of the original “Flagstaff flag pole.”

This illustration also shows the addition of interpretive signs to provide details of the natural and cultural history of the park and surrounding area. A plaque along the sidewalk would also identify that each of the spruces along the north side of the park was planted by a family from the neighborhood as a part of Flagstaff’s centennial celebrations.

Old Town Springs Park is of particular significance to the neighborhood. The Park was developed through organizing efforts of the local residents and is one of three possible locations of the original “flag of Flagstaff.” During its renovation in the 1980’s, the City also unearthed numerous archeological resources tied to the original business district that was located along the railroad.

These illustrations demonstrate how the improvements under Implementation Strategy 3.1 could be achieved in the Old Town Springs Park. The overall desire of this plan is to improve the entrances and appearance of the park by making the spring a focal point. The spring is currently invaded by the adjacent bluegrass and this proposal would include removing the current vegetation and replacing with native sedges similar to those found in hillslope springs in Thorpe Park (i.e. *Carex geophila*, *C. occidentalis* or *C.*

CHAPTER 3: NEIGHBORHOOD GOALS AND RECOMMENDED POLICIES

Goals and policies in the La Plaza Vieja Neighborhood Specific Plan are area-specific ways of advancing the goals and policies of the **Flagstaff Regional Plan 2030 (FRP30)**. They are written broadly because they are intended to be viable for a 10- to 20-year planning horizon. During the next 20 years, physical, financial, political, and social environments may change, but the goals and policies should provide consistency in the path forward for reinvestment and revitalization in the La Plaza Vieja neighborhood.

All City capital projects, or rezoning, annexation, and plan amendment applications will be reviewed by City staff to determine consistency with the *FRP30*, but must also take into account any applicable Specific Plans when projects fall within a Plan boundary. Specific Plans do not change existing entitlements, and development applications that use their existing rights and comply with City standards are not subject to review for consistency with *FRP30*. If an *FRP30* goal or policy is tied to a goal in the Specific Plan, then it should be weighted more heavily in future decision-making than a goal that is not listed in this chapter. The exception to this is if a Corridor Plan for South Milton Road or Route 66 comes to a different conclusion than the Specific Plan, then that Corridor Plan would take precedence in transportation and infrastructure decisions.

The Specific Plan is used in the regulatory decision-making process by the City Planning and Zoning Commission, City Council, and City staff, such as plan amendments and requests for rezoning. The Commission and the Council are responsible for making development decisions such as zoning map amendments or annexations, approval of rezoning requests which depends, in part, on whether the proposed changes or projects are consistent with the Specific Plan's goals and policies. When reviewing development proposals, City staff, the Planning and Zoning Commission, and the City Council will review applicable goals and policies to determine whether a proposed development is consistent with the Specific Plan. The Concept or Illustrative Plan and the text of the Specific Plan will provide supplemental information for the interpretation of goals and policies. In case of any conflict between the Concept or Illustrative Plan and the Specific Plan's goals and policies, the goals and policies will prevail. The Specific Plan is also used to guide decisions related to the expansion of public infrastructure, for example, the building or improvement of new roads and trails, investment in parks or public buildings, and other facilities. Many initiatives to improve the community start at the grassroots level. Thus, the Specific Plan may be used by all citizens in order to advocate for new development that conforms to the Specific Plan and for assistance in implementing actions that will further the Specific Plan's vision and direction.

The headings and names of the goals are for reference purposes only and should be disregarded in interpreting the language of the goals.

The Flagstaff Regional Plan 2030 supports the neighborhood Vision Statement through Policy LU.10.3: Value the Traditional Neighborhoods established around Downtown by maintaining and improving their highly walkable character, transit accessibility, diverse mix of land uses, and historic building form.

NEIGHBORHOOD EMPOWERMENT

GOAL #1: BUILD UPON “NEIGHBORHOOD”

LPVNA and the community support the goals of the Plan by education, forming partnerships, recruiting volunteers, and seeking out funding for projects.

Related FRP30 Goals: Policy NH.1.1: Preserve and enhance existing neighborhoods.

POLICY 1.1: Maintain an active partnership between the City staff and LPVNA in order to facilitate grant writing, communication with residents about city programs, public involvement of residents in Commission and Council hearings, and beautification and preservation of La Plaza Vieja.

POLICY 1.2: LPVNA acknowledges outstanding contributions to restoration and enhancement of neighborhood yards, houses, and commercial buildings, such as an annual award.

POLICY 1.3: LPVNA media outreach highlights outstanding contributions of La Plaza Vieja to the wider Flagstaff community.

GOAL #2: BOOST ENVIRONMENTAL SERVICES AND NEIGHBORHOOD SAFETY

La Plaza Vieja Neighborhood Association and City staff cooperate to provide a safe neighborhood and to prevent and address violations of City Code. An awareness of community services and resources is widespread.

Related FRP30 Goals: Policy NH.1.1: Preserve and enhance existing neighborhoods. Goal NH.4: All housing is safe and sanitary.

POLICY 2.1: LPVNA works closely with City Code Compliance staff to assist with neighborhood clean-up, including vegetation overhanging public rights-of-way and abandoned trash.

POLICY 2.2: LPVNA works with property owners and residents to address deferred exterior maintenance to support an attractive and safe neighborhood for all residents.

POLICY 2.3: LPVNA and the City support remediation of overgrown vegetation and enforcement of City camping restrictions to improve the appearance of La Plaza Vieja and promote a safe Wildland-Urban Interface.

PARKS AND COMMUNITY SPACES

GOAL #3: ENHANCE PARKS MAINTENANCE, DESIGN, AND CONNECTION

Ensure City parks in La Plaza Vieja provide safe, user-friendly, and interactive neighborhood spaces for gatherings and family activities.

Related FRP30 Goals: Goal REC.1: Maintain and grow the region's healthy system of convenient and accessible parks, recreation facilities, and trails.

POLICY 3.1: Provide well-designed, attractive, safe, and accessible amenities and entrances at all neighborhood parks.

POLICY 3.2: Create opportunities for parks, especially Old Town Springs Park, to showcase La Plaza Vieja's identity and natural and cultural history through the use of native landscaping, and the installation of public art and interpretive signs.

Policy 3.3: If any public space or park amenity is displaced for future parcel reconfiguration, infrastructure or transportation need, relocate the amenity to an appropriate area within the neighborhood.

GOAL #4: COMMUNITY GARDENS

The neighborhood desires a community garden with irrigation and composting that allows residents to participate as an affordable venue for education about health and local food systems.

Related FRP30 Goals: Policy NH.1.4: Foster points of activities, services, increased densities, and transit connections in urban and suburban neighborhoods. Policy NH 6.2: Use urban conservation tools to revitalize existing underutilized activity centers to their potential.

GOAL #5: COMMUNITY CENTERS AND SPACES

Provide publicly accessible meeting spaces throughout La Plaza Vieja for education and social events; and provide resources for local children, seniors, and local small businesses.

Related FRP30 Goals: Goal REC.1: Maintain and grow the region's healthy system of convenient and accessible parks, recreation facilities, and trails.

POLICY 5.1: Create a community bulletin board in a park or other public space for advertising meetings and outreach efforts.

POLICY 5.2: LPVNA and the City support development of gathering spaces, such as a community center, meeting rooms, or plaza, that is available to the public in La Plaza Vieja.

PRESERVING NEIGHBORHOOD CHARACTER

GOAL #6: REINVESTMENT CONSISTENT WITH NEIGHBORHOOD CHARACTER

In each area – the Neighborhood Core, Transition Area, and Commercial Edge (see Map 13) - revitalization, redevelopment and infill development occurs in a manner compatible with the character of the built environment as defined by the scale, pattern, materials, and colors of historic residences and landmarks.

Related FRP30 Goals: Policy LU.1.2: Develop reinvestment plans with neighborhood input, identifying the center, mix of uses, connectivity patterns, public spaces, and appropriate spaces for people to live, work, and play. Policy LU.1.3: Promote reinvestment at the neighborhood scale to include infill of vacant parcels, redevelopment of underutilized properties, aesthetic improvements to public spaces, remodeling of existing buildings and streetscapes, maintaining selected appropriate open space, and programs for the benefit and improvement of the local residents. Policy LU.1.12. Seek fair and proper relocation of existing residents and businesses in areas affected by redevelopment and reinvestment, where necessary.

POLICY 6.1: Redevelopment and reinvestment opportunities that do not require the relocation of existing residents and businesses are preferred to those that displace them.

GOAL #6N: PRESERVE THE **NEIGHBORHOOD CORE** AS A PREDOMINANTLY SINGLE-FAMILY NEIGHBORHOOD

Single-family residential cottages with yards are the primary building type in the Neighborhood Core with compatibly-designed accessory dwelling units and duplexes that do not dominate the block or street as an element of the urban neighborhood.

Related FRP30 Goals: FRP30 identifies the Neighborhood Core (see Map 13) as an Urban neighborhood within the pedestrian shed of three Activity Centers. Policy NH.1.2: Respect traditions, identifiable styles, proportions, streetscapes, relationships between buildings, yards, and roadways; and use historically appropriate and compatible building and structural materials when making changes to existing neighborhoods, especially in historic neighborhoods.

POLICY 6N.1: Small lot and block sizes are retained north of Clay Avenue to preserve the small cottage feel and open space within La Plaza Vieja.

POLICY 6N.2: Combination of residential lots to create a larger lot is compatible with the La Plaza Vieja character when it does not allow for increasing height, proportions, and building massing of permitted development above what is typical for the block or street.

POLICY 6N.3: Single family cottages facing the street with landscaped front and back yards and an optional smaller “carriage house” in back are the preferred building types in the Neighborhood Core.

POLICY 6N.4: Development within the Neighborhood Core is compatible with the single-family residential character. Compatible development includes:

- Buildings with mass bulk and scale at the pedestrian (street) level consistent to adjacent blocks.
- Larger buildings with upper floors stepped back for consistent frontage with adjacent residences.
- Front entrances facing the street as the primary entrance.
- Front porches, landscaped yards and facades that are consistent with surrounding context.

- Maintained landscaping in the front yard for rental and owner-occupied houses.
- Locally-appropriate building materials.
- Gabled and hipped roofs.
- Low malpais walls to separate front and side yards from the street.
- Garages designed as a secondary structure or entrance, set back from the house frontage.
- Setbacks consistent with other houses along the street.
- Windows and doors along the building frontage with similar scale, design, and proportions to historic residences.

Examples of incompatible development within the Neighborhood Core include but are not limited to: A-Frame houses, houses with two-car garages that are not set back from the main house, and new mobile homes.

POLICY 6N.5: Provide adequate parking on-site for residential units in the Neighborhood Core. It is preferred that on-site parking be located along the alley or behind the main residence.

POLICY 6N.6: Have development applicants improve alleyways from the property to the road, when used as the primary access for infill residences (per Zoning Code 10-30.50.070).

POLICY 6N.7: Preserve, enhance and restore historic single family homes; whenever possible.

POLICY 6N.8: Encourage property owners to plant and maintain deciduous trees that shade the sidewalk in the summer where there is no parkway strip for street trees.

GOAL #6T: ENCOURAGE CONTEXT-APPROPRIATE DEVELOPMENT IN THE **TRANSITION AREA** BETWEEN NEIGHBORHOOD AND COMMERCIAL CORRIDORS

The mass and scale of new development in the Transition Area are in context with the historic commercial buildings and residential structures in the La Plaza Vieja interior with larger mass and scale occurring close to Route 66 and Milton Road.

Related FRP30 Goals: FRP30 identifies the Transition Area (see Map 13) as an existing Suburban/Future Urban area within the pedestrian shed of two Activity Centers. Policy NH.1.3: Interconnect existing and new neighborhoods through patterns of development, with complete streets, sidewalks, and trails. Policy NH.1.4: Foster points of activities, services, increased densities, and transit connections in urban and suburban neighborhoods. Policy NH.1.6: New development, especially on the periphery, will contribute to completing neighborhoods, including interconnecting with other neighborhoods; providing parks, civic spaces, and a variety of housing types; and protecting sensitive natural and cultural features. Policy NH.1.7: Develop appropriate programs and tools to ensure the appropriate placement, design, and operation of new student housing developments consistent with neighborhood character and scale. Policy NH.1.8: Prioritize the stabilization of a neighborhood's identity and maintain cultural diversity as new development occurs. Policy LU.18.8: Increase residential densities, live-work units, and home occupations within the activity center's pedestrian shed.

POLICY 6T.1: Development within the Transition Area is compatible with La Plaza Vieja character. Compatible development includes:

- Gabled roofs are strongly preferred to flat roofs consistent with historic buildings (i.e. residences, the school and armory).
- Medium- scale multi-family housing, or commercial and mixed-use development that faces the neighborhood and street.

- Buildings that mimic architectural features of established residences, the school, or the armory, or incorporates elements of the significant historic periods of the railroad and timber industry.
- Buildings that incorporate paseos or walkable courtyards through buildings or a landscaped plaza.
- Civic and gathering spaces and uses, such as community centers, parks, and schools.

Examples of incompatible developments within the Transition Area include but are not limited to: commercial and mixed-use buildings with multiple-level structured parking garages⁴; buildings over three stories in height that are taller than buildings in the Commercial Edge; metal buildings; buildings without compatible or historically appropriate architectural details; and buildings without doors and windows that face the neighborhood and sidewalks.

POLICY 6T.2: Extend the urban street grid from Clay Avenue south and west to McCracken Place in order to provide a smaller block atmosphere in the Transition Area. Public streets and alleys are preferred to culs-de-sac and private driveways.

POLICY 6T.3: Connections between parking areas and shared parking and driveways are encouraged in the Transition Area.

POLICY 6T.4: Provide bicycle and pedestrian connectivity from the Neighborhood Core to commercial developments within the Transition Area.

POLICY 6T.5: High occupancy housing, such as rooming and boarding, single room occupancy and dormitories, may be permitted provided that the project mitigates the effects on the neighborhood including appropriate architecture, increased parking to account for occupancy, landscaping, traffic calming, and street trees.

POLICY 6T.6: Support opportunities for willing property owners to reduce entitlements in the Transition Area to ensure future development is appropriately scaled to the Neighborhood Core regardless of ownership.

POLICY 6T.7: Design new buildings to minimize impacts to views of the San Francisco Peaks, Mars Hill, Old Main Historic District, Mt. Elden, or Our Lady of Guadalupe Church from residential streets and public parks.

GOAL #6C: ENHANCE THE *COMMERCIAL EDGE*

Plan for and design Milton Road, Route 66, and Malpais Lane as mixed-use and commercial corridors that are compatible with the La Plaza Vieja character and provide services and jobs for Flagstaff residents.

Related FRP30 Goals: FRP30 identifies the Commercial Edge (see Map 13) roughly north of the intersection of Malpais Lane and Milton Road as the core of an urban activity center and associated corridor. South of Malpais Lane, the Commercial Edge is the core of a Suburban Activity Center and associated corridor. Policy LU.18.2: Strive for activity centers and corridors that are characterized by contextual and distinctive identities, derived from history, environmental features, a mix of uses, well-designed public spaces, parks, plazas, and high-quality design. Policy LU.18.9: Plan activity centers and corridors appropriate to their respective regional or neighborhood scale.

⁴ Multiple level parking garages may be considered compatible where the size of the lot or its width would otherwise limit its ability to develop in a manner that would otherwise be considered compatible with the neighborhood character.

POLICY 6C.1: Development within the Commercial Edge is compatible with La Plaza Vieja character.

Compatible development includes:

- Buildings with gabled roofs where they face the Transition Area and Neighborhood Core.
- Commercial and mixed-use buildings with architecture and form that enhances the comfort of the pedestrian environment on South Milton Road and interior neighborhood roads (if applicable).
- Commercial and mixed-use buildings that provide commercial services to tourists and residents on the first floor facing the street.
- Commercial and mixed-use buildings with architecture that faces the neighborhood and the corridor.
- Buildings with outdoor seating, paseos, or walkable courtyards through buildings.
- Office uses and residential units above or behind commercial buildings.

POLICY 6C.2: Consider impacts to views of Flagstaff's iconic scenery (i.e., the San Francisco Peaks, Our Lady of Guadalupe Church steeple, and NAU's Old Main) and landscapes from the Neighborhood Core and the roadway, when reviewing development applications in the Commercial Edge.

POLICY 6C.3: Recognize the history of Automotive Tourism along Route 66 by preserving and enhancing National Scenic Byway-related landmarks in good condition, such as the L Motel and the Armory (Natural Grocers building).



Figure 57: Neighborhood Policy Area Photos

Neighborhood Core (Upper Left)

Transition Area (Upper Right)

Commercial Edge (Lower Left)



PRESERVING HISTORIC IDENTITY

GOAL #7: PRESERVE AND ENHANCE EXISTING HOUSING STOCK

Preserving the existing housing stock in La Plaza Vieja is one of the best ways to maintain the neighborhood character and the affordability of the area for residents.

Related FRP30 Goals: Policy NH.4.1: Expand the availability of affordable housing throughout the region by preserving existing housing, including housing for very low-income persons. Policy NH.4.2: Reduce substandard housing units by conserving and rehabilitating existing housing stock to minimize impacts on existing residents. Policy NH.4.5: Renovate the existing housing stock to conserve energy and reduce utility and maintenance costs for owners and occupants.

POLICY 7.1: LPVNA will promote the City’s Owner-Occupied Housing Rehabilitation Program through education to address health and safety hazards and promote aging in place.

POLICY 7.2: LPVNA will promote the rehabilitation and maintenance of rental properties in La Plaza Vieja to ensure that rental homes and multi-family housing in the neighborhood are well maintained and landscaped.

POLICY 7.3: LPVNA and the City are especially supportive of property owners who provide affordable housing for low income families and will seek to provide assistance to landlords who are financially struggling to maintain their properties.

POLICY 7.4: Promote sustainability of residential buildings through the City’s Sustainability Program and LPVNA by providing community education and outreach on grants, rebates, updated building codes, and other programs.

POLICY 7.5: Promote the incorporation of sustainable building practices, such as passive solar gain, photovoltaic panels, stormwater collection, grey-water plumbing, insulation standards, Energy Star ratings, etc., into new buildings and remodeling.

POLICY 7.6: LPVNA and the City welcome affordable housing development opportunities in La Plaza Vieja by providing supportive services, public improvements, and applying affordable housing incentives.

POLICY 7.7: LPVNA will serve as a resource for residents seeking information regarding identifying absent owners of units, and addressing the potential problems from absentee landlords, when appropriate.

GOAL #8: PRESERVE HISTORIC STRUCTURES AND LANDMARKS

Increase **heritage** preservation opportunities for property owners who want to receive assistance from City staff to assist in preservation efforts.

Related FRP30 Goals: Goal CC.2: Preserve, restore, and rehabilitate heritage resources to better appreciate our culture.

POLICY 8.1: Identify, support, and encourage the preservation of eligible historic buildings and landmarks in the Neighborhood Core and along the commercial corridors.

POLICY 8.2: Incorporate the historic context of the Hispanic community, Route 66, the railroad, and the lumberyard in the formation and transformations of La Plaza Vieja through the design of future redevelopment projects.

POLICY 8.3: Celebrate and preserve the rich history of La Plaza Vieja through partnerships that encourage research and collection, interpretive signs, and programs and education for all ages.

POLICY 8.4: Promote adaptive re-use of historic residences, Route 66 hotels, the armory, fire house, and school buildings over demolition. Assist property owners with reinvestment through grants and partnerships.

GOAL #9: GATEWAYS

Develop two gateways into La Plaza Vieja with landscaping and a “La Plaza Vieja” sign that reflects the culture of the community.⁵

Related FRP30 Goals: Policy CC.1.4: Identify, protect, and enhance gateways, gateway corridors, and gateway communities.

POLICY 9.1: Gateway projects should incorporate public art that fits the historic context of La Plaza Vieja by working with local non-profits, the Beatification and Public Art Commission, NAU, and Coconino Community College.



Figure 58: Neighborhood Gateway at Clay Ave and S. Milton Road

⁵ See implementation strategies for possible locations.

TRANSPORTATION

GOAL #10: FLAGSTAFF URBAN TRAILS SYSTEM (FUTS)

La Plaza Vieja is a refuge for bicycle and pedestrian traffic through off-road trails that safely connect to and through neighborhood roads to the larger bicycle and pedestrian system. FUTS trails support safe routes to and from the elementary school on Clay Avenue and neighborhood parks.

Related FRP30 Direction: Goal T.5: Increase the availability and use of pedestrian infrastructure, including FUTS, as a critical element of a safe and livable community. Policy T.6.2: Establish and maintain a comprehensive, consistent, and highly connected system of bikeways and FUTS trails.

POLICY 10.1: Plan for FUTS extensions by ensuring that trails and adequate right-of-way for complete streetscapes are included in the design of redevelopment projects in the Transition Area and Commercial Core, and as part of City infrastructure projects.

POLICY 10.2: Enhance existing and future FUTS trails by constructing well-designed and beautiful crossings, bridges, and underpasses; add landscaping along trails through La Plaza Vieja.

GOAL #11: BICYCLE AND PEDESTRIAN CROSSINGS

Pedestrian crossings allow residents of La Plaza Vieja to walk and bike safely to businesses and community facilities on the east side of South Milton Road, south side of Route 66, and north side of the BNSF Railroad.

Related FRP30 Direction: Policy NH.1.3: Interconnect existing and new neighborhoods through patterns of development, with complete streets, sidewalks, and trails. Policy T.2.3: Provide safety programs and infrastructure to protect the most vulnerable travelers, including the young, elderly, mobility impaired, pedestrians, and bicyclists.

POLICY 11.1: Continue to work closely with BNSF and ADOT to create opportunities for pedestrian underpasses and bridges to connect La Plaza Vieja to NAU, Downtown, Townsite, and Southside neighborhoods.

POLICY 11.2: When future corridor studies are developed, include improvement of existing crossings and facilities and provide additional pedestrian crossings and facilities on South Milton Road and Route 66 to reduce barriers to walkability for the La Plaza Vieja and Southside neighborhoods and NAU students.

GOAL #12: INTERNAL NEIGHBORHOOD STREETS

La Plaza Vieja has a safe and attractive multi-modal streetscape on local streets and minor collectors that provide for the safe movement of traffic and residential parking. A pedestrian-friendly environment encourages walking and biking, enables attractive views, and supports positive street activity.

Related FRP30 Direction: Policy CC.4.1: Design streetscapes to be context sensitive and transportation systems to reflect the desired land use while balancing the needs of all modes for traffic safety and construction and maintenance costs. Policy CC.4.4: Design streets and parking lots to balance automobile facilities, recognize human-scale and pedestrian needs, and accentuate the surrounding environment. Policy LU.10.3: Value the Traditional Neighborhoods established around Downtown by maintaining and improving their highly walkable character, transit accessibility, diverse mix of land uses, and historic building form. Policy T.1.2: Apply Complete Street Guidelines to accommodate all appropriate modes of travel in transportation

improvement projects. Policy T.1.3: Transportation systems are consistent with the place type and needs of people. Policy T.3.3: Couple transportation investments with desired land use patterns to enhance and protect the quality and livability of neighborhoods, activity centers, and community places. Policy T.3.5: Design transportation infrastructure that implements ecosystem-based design strategies to manage stormwater and minimize adverse environmental impacts. Policy T.3.8: Promote transportation options such as increased public transit and more bike lanes to reduce congestion, fuel consumption, and overall carbon emissions and promote walkable community design. Policy T.4.1: Promote context sensitive solutions (CSS) supportive of planned land uses, integration of related infrastructure needs, and desired community character elements in all transportation investments.

POLICY 12.1: In the event that cut-through traffic is increased as a result of City policy or changes to the management of State highways, provide maximum mitigations to reduce safety risk and provide a comfortable environment for residents, bicyclists, and pedestrians.

POLICY 12.2: Phase in traffic calming measures such as roundabouts, curb extensions, bulb outs, and tree plantings on internal neighborhood streets to increase pedestrian comfort, manage speed, and reduce the proportion of cut-through traffic.

POLICY 12.3: Incorporate street trees and landscaping plants or public art into traffic calming and sidewalk improvements.

POLICY 12.4: Use native drought tolerant plants for streetscapes that will not require ongoing irrigation after the plants have established.

POLICY 12.5: Enhance lighting by adding sidewalk level lights on minor collectors within La Plaza Vieja to improve the pedestrian environment, consistent with the City's dark skies standards.

POLICY 12.6: Design future sidewalks, streets, and alleys to include low-impact development features in order to manage stormwater runoff.

POLICY 12.7: Improve the public street connectivity in the area identified as Future Urban on the Future Growth Illustration (FRP30). Private streets are not compatible in this area.

POLICY 12.8: Support City efforts to manage on street parking in order to protect neighborhood character.



Figure 59: Traffic Calming Circles on W. Tombstone Avenue

GOAL #13: NEIGHBORING GREAT STREETS

Balance the needs of the regional transportation system and those of residents for safe, multi-modal streets through access and mobility management, intersections and pedestrian improvements, and future studies of the Route 66 and South Milton Road corridors.

Related FRP30 Direction: Goal T.1: Improve mobility and access throughout the region. Policy T.1.2: Apply Complete Street Guidelines to accommodate all appropriate modes of travel in transportation improvement projects. Policy T.1.3: Transportation systems are consistent with the place type and needs of people. Goal T.2: Improve transportation safety and efficiency for all modes. Policy T.3.3: Couple transportation investments with desired land use patterns to enhance and protect the quality and livability of neighborhoods, activity centers, and community places.

POLICY 13.1: Incorporate into the Regional Transportation Plan update and future corridor studies LPVNA's concerns and comments that the Clay Avenue extension is incompatible with the preservation of La Plaza Vieja's character and consider alternatives.

POLICY 13.2: Extension of a collector street, such as Clay Ave or McCracken St., through the neighborhood for connectivity should be considered after the functionality and capacity of arterials have been fully studied and maximized. Backage roads should support but not replace arterial functionality.

POLICY 13.3: If there is expansion of lanes, road extensions, and other efforts to ease congestion at the intersections along Route 66 and South Milton Road that influence the quality of life in La Plaza Vieja, use Complete Street principles and identify context sensitive solutions to mitigate impacts to residents.

POLICY 13.4: Any widening of travel lanes or major intersection improvements should include improved pedestrian features to allow for safe crossings, bike lanes, transit access, and sidewalks.

GOAL #14: ACCESS TO TRANSIT

Transit options along Milton Avenue, Route 66, Clay Avenue, and Blackbird Roost will improve mobility for La Plaza Vieja, especially for low-income and senior residents.

Related FRP30 Goals: Goal T.7: Provide a high-quality, safe, convenient, accessible public transportation system, where feasible, to serve as an attractive alternative to single-occupant vehicles.

POLICY 14.1: Ensure that bus frequencies do not negatively impact walkability and La Plaza Vieja character.

POLICY 14.2: Provide lighted transit stops with amenities that are context appropriate. Consider opportunities for public art at transit stops.

POLICY 14.3: Partner with LPVNA to provide outreach regarding para-transit services for residents to help seniors age in place and to support residents with disabilities.

POLICY 14.4: Assist NAIPTA in conducting neighborhood specific outreach when transit changes are proposed that impact the neighborhood.

ECONOMIC DEVELOPMENT

GOAL #15: SMALL BUSINESS AND ENTREPRENEURSHIP

La Plaza Vieja provides neighborhood-scale spaces for local small businesses, home-based businesses, and entrepreneurship.

Related FRP30 Goals: Policy ED.3.1: Encourage regional economic development partners to continue proactive programs to foster the retention and expansion of existing enterprises and home-based businesses in the community. Policy ED.3.5: Advocate the economic sustainability and growth of businesses with opportunities for transitional commercial space, leased space, and property ownership. Policy LU.18.8: Increase residential densities, live-work units, and home occupations within the activity center's pedestrian shed.

POLICY 15.1: Provide small business education and services through a neighborhood community center and other economic development entities.

POLICY 15.2: Incentivize development of live-work units and workforce housing to support local small business owners south of Clay Avenue and on properties facing South Milton Road.

INFRASTRUCTURE AND NEIGHBORHOOD SERVICES

GOAL #16: PROTECT PRIVATE PROPERTY FROM FLOODING

Support redevelopment by investing in improved stormwater facilities for the Clay Avenue Wash.

Related FRP30 Goals: Goal WR.5. Manage watersheds and stormwater to address flooding concerns, water quality, environmental protections, and rainwater harvesting.

CHAPTER 4: IMPLEMENTATION STRATEGIES

Implementation Strategies are designed help realize the goals of the Plan, but they are not City policy like the content of Chapter 3. The strategies do not represent commitments of City staff or resources. Their purpose is to provide a complete and essential picture of how the City and LPVNA can reasonably achieve the goals and policies of the Plan. Having strategies as part of the Plan allows LPVNA and the City to build partnerships, apply for grant funding, and take advantage of opportunities that arise in the future in a well-coordinated way. Some of these strategies may never come to fruition because of issues such as lack of funding, timing, changed conditions, or lack of willing partners. Nevertheless, articulating these intended strategies clearly will allow for a more complete dialogue as reinvestment takes place. If a strategy listed in this chapter is infeasible at a future date, it does not need to be removed by Plan amendment.

For the prioritization of implementation strategies and potential means of funding them, see Appendix 1. Implementation strategies may be added to the capital improvement 5-year plan based on the recommendations in Appendix 1 or as opportunity allows. Appendix 1 can be updated without amendment to the Specific Plan based on the *Flagstaff Regional Plan 2030 (FRP30)* annual report, or neighborhood input. Implementation strategies noted with a star in this chapter may be CDBG-eligible in whole or part based on current evaluation criteria.

NEIGHBORHOOD EMPOWERMENT

GOAL #1: BUILD UPON “NEIGHBORHOOD”

Implementation Strategy 1.1: LPVNA may develop a work program to offer various resource directories (“How do I...”), information packages, a neighborhood newsletter, and community building activities. This work program could also partner with various community groups to market to appropriate businesses and development, as well as retain and grow local businesses.

Implementation Strategy 1.2: Form a grant writing team for La Plaza Vieja that is led by LPVNA and comprised of neighborhood residents, City staff, City Commission members, non-profit organizations with specialized knowledge, and small business owners.

Implementation Strategy 1.3: Develop a website for outreach efforts for the LPVNA. LPVNA contact information should be kept up to date on the City’s website.

Implementation Strategy 1.4: Through the use of Zoning Code regulation and the use of public participation, LPVNA should become the lead organization to which developers contact for neighborhood feedback and discussion on potential projects in and around La Plaza Vieja.

GOAL #2: BOOST ENVIRONMENTAL SERVICES AND NEIGHBORHOOD SAFETY

Implementation Strategy 2.1: Continue to build upon the Block Watch program successes by setting a goal of one person to monitor every street, which can become the “phone-tree,” allowing a quick verbal connection to remind people of meetings, to discuss a situation, or celebrate a moment.

Implementation Strategy 2.2: Continue La Plaza Vieja clean-up twice a year with distribution of trash bags and gloves to participants. A dumpster and recycling collection is made available the day of clean-up.

Implementation Strategy 2.3: Establish Beautification Days. Focus on one block at a time to, for example, plant trees, flowers, trim shrubs, or help neighbors fix and paint their porches, driveways, and sidewalks. Showcase neighborhood pride by awarding prizes for “best landscaping,” “best front porch,” or similar.

Implementation Strategy 2.4: Advertise bulk pickup days to La Plaza Vieja residents to encourage the disposal of large items and yard waste. Encourage apartments to provide bulk pickup containers and advertise them to the apartment residents, especially at the end-of-semester.

PARKS AND COMMUNITY SPACES

GOAL #3: ENHANCE PARKS MAINTENANCE, DESIGN, AND CONNECTION

Implementation Strategy 3.1: Enhance Old Town Springs Park (Many of these strategies are reflected in the Master Plan for Old Town Springs Park, which is a part of the Concept Plan in Chapter 2)

- Enhance the landscaping and signing on both sides of the park to provide an attractive entrance from either West Coconino Avenue or Lower Coconino Avenue. Maintain the existing sign at the north entrance to the park, which was built by neighborhood families.
- A new flagpole and American flag can be provided to mark the Old Town Spring as a significant historical site in Flagstaff. A small light can be installed at the top of the flagpole so that the flag can be flown permanently.
- Consider historically themed playground equipment when replacing or expanding.
- Add a second porta-potty near the parking area to accommodate large parties that use the park’s ramada, and indicate a limit on available parking spaces in the ramada rental permit (on and off-site).
- ~~Consider having the Old Town Springs Park a first come, first served facility so that it is more available to the local families who advocated to have the park created.~~
- Interpretive signs can be installed to highlight the historic importance of the site and spring in local history.
- The spring in the park could be set apart from the surrounding grass and restored ecologically to some extent by improved drainage features and the introduction of native spring vegetation. Irrigation would be needed for establishment of new plants.
- Incorporate native stone seating areas and low-profile decorative walls to better delineate the spring and extend the gathering space.
- Install commemorative plaques for each of the pine trees planted by neighborhood families along Coconino Avenue.
- Cut back the overgrown juniper trees along the northern slope of the park so that the view of the pine trees above is improved. Add a decorative bicycle rack and new park lights to ensure attractive pedestrian safety and access.

Implementation Strategy 3.2*: Enhance Guadalupe Park

- Install dark-sky friendly lighting for evening games.
- Pave and stripe parking lot to provide accessible and efficient parking.
- Purchase a nearby parcel to allow for relocation and improvement of the playground area and parking if the road network displaces these park features.

Implementation Strategy 3.3*: Enhance Plaza Vieja Park

- Incorporate a low ornamental wall that provides seating and separates the park from the traffic on Clay Avenue.
- Replace some of the blue rug junipers with northern Arizona perennials. Irrigation would be needed for establishment of new plants.
- Coordinate with the Beautification and Public Art Commission to provide public art opportunities that are historically and culturally relevant to La Plaza Vieja.
- Provide picnic tables for gatherings.

GOAL #4: COMMUNITY GARDENS

Implementation Strategy 4.1: Provide City program support to sustain a community garden on the Natural Grocers property at Clay Avenue and South Milton Road.

Implementation Strategy 4.2: LPVNA will help the City recruit and retain gardeners for the community garden and build a partnership with the local school to provide youth education on food systems.

GOAL #5: COMMUNITY CENTERS AND SPACES

Implementation Strategy 5.1*: Look for opportunities to provide common areas that are open to all La Plaza Vieja residents such as greenways and plazas.

Implementation Strategy 5.2: Actively research development opportunities as a stand-alone project or part of a broader redevelopment project to establish a community center within La Plaza Vieja. LPVNA could assist with efforts by establishing a business plan and exploring options and potential development partnerships.

PRESERVING THE NEIGHBORHOOD CHARACTER

GOAL #6N: PRESERVE THE NEIGHBORHOOD CORE AS A PREDOMINANTLY SINGLE-FAMILY NEIGHBORHOOD

Implementation Strategy 6N.1: Consider a maximum lot size for R1N in the Neighborhood Core through an overlay or other zoning code update.

Implementation Strategy 6N.2: Consider requiring an administrative design review for new single-family houses in La Plaza Vieja in order to encourage consistency with the goals of the Plan.

Implementation Strategy 6N.3: Incorporate elements of the architectural and landscaping policies and details from La Plaza Vieja's built environment into an overlay zone for the planning area.

GOAL #6T: ENCOURAGE CONTEXT-APPROPRIATE DEVELOPMENT IN THE TRANSITION AREA BETWEEN NEIGHBORHOOD AND COMMERCIAL CORRIDORS

Implementation Strategy 6T.1: For developments over 35 feet tall, step back buildings so they are closer to the neighborhood scale away from Milton Road and Route 66. Incorporate architectural features on the side of the building facing the residential neighborhood.

Implementation Strategy 6T.2: For developments over 35 feet tall, buildings should have street-level design features that provide a pedestrian-friendly sidewalk environment next to the building.

Implementation Strategy 6T.3: Rezone all City-owned parks in La Plaza Vieja to the Public Facilities zone.

Implementation Strategy 6T.4: Incentivize rezoning of Highway Commercial parcels in the Transition Area to zones with lower height mass, scale, density and intensity of redevelopment to meet plan goals and policies. For example, in order to develop housing without a mixed use component, a property in the transition area could be rezoned to Medium Density, or High Density Residential. The Planning Director may submit applications on behalf of property owners to request voluntary downzoning for parcels in the Transition Area, reducing the cost of the application. Also consider buying development rights for key parcels to reduce entitlements, transfer of development rights, financial credits towards building permit fees, or other means of compensating property owners for voluntarily reducing mass, scale, density and intensity.

GOAL #6C: ENHANCE THE COMMERCIAL EDGE

Implementation Strategy 6C.1: Consider development of enhanced design standards for first floors of commercial and mixed-use buildings in the Commercial Edge.

Implementation Strategy 6C.2: Encourage LPVNA to participate and build partnerships with local businesses around Route 66 events as a forum for telling La Plaza Vieja’s story in Flagstaff history.

PRESERVING HISTORIC IDENTITY

GOAL #7: PRESERVE AND ENHANCE EXISTING HOUSING STOCK

Implementation Strategy 7.1*: LPVNA to support efforts to establish a pilot rehabilitation program for rental housing in La Plaza Vieja.

Implementation Strategy 7.2: Empower LPVNA to find non-federal grant funding for projects that can’t meet federal thresholds because of costs or sound mitigation issues.

GOAL #8: PRESERVE HISTORIC STRUCTURES AND LANDMARKS

Implementation Strategy 8.1: Consult with the State Historic Preservation Office (SHPO) for the purpose of repackaging a proposal for smaller targeted historic districts within La Plaza Vieja, such as the relocated AL&T houses on Clay Avenue, Lower and Upper Coconino Ave. and the homes along Tucson Avenue.

Implementation Strategy 8.2: The City of Flagstaff Zoning Code has a “Landmark Overlay District” mechanism to protect structures aged 50 years and older. For eligible houses in La Plaza Vieja, the Planning Director may submit applications to add historic buildings into the Landmark Overlay District with property owner’s permission.

Implementation Strategy 8.3: Conduct an inventory of eligible historic structures along Lower Coconino Ave., W. Coconino Ave. and Spring St.

Implementation Strategy 8.4: Encourage groups of property owners who want to work together to submit an application for a preservation grant to the SHPO or the City with the help of the local Historic Preservation Officer at the City of Flagstaff.

Implementation Strategy 8.5: Continue historic research into the origins, ethnography, and migration patterns of La Plaza Vieja in order to support applications for landmark overlays and potential historic district designations by SHPO.

Implementation Strategy 8.6: Create a partnership between the City, LPVNA, and NAU that provides students with experience in historic neighborhood research and preservation. LPVNA may use this partnership to find grant funding for a paid intern to work for them as part of a 1-year fellowship.

Implementation Strategy 8.7: LPVNA and the City’s Historic Preservation Commission may work together to apply for grant funding to create a network of digital and real world interpretive opportunities to inform residents and visitors about La Plaza Vieja’s rich history and vibrant past. Examples may include: historic plaques on residences and businesses, guided tours, Quick Response Code (QR code) driven self-guided tours, etc. Leverage student volunteers, local non-profits, historic resource professionals, and City resources to support this effort.

GOAL #9: GATEWAYS

Implementation Strategy 9.1: Preserve and enhance La Plaza Vieja gateway signs at South Milton Road and Clay Avenue.

Implementation Strategy 9.2: Identify and acquire a location for a gateway sign on West Route 66 at the intersection with Blackbird Roost.



Figure 60: View of Mars Hill from La Plaza Vieja Open Space

TRANSPORTATION

GOAL #10: FLAGSTAFF URBAN TRAILS SYSTEM (FUTS)

Implementation Strategy 10.1*: Construct bicycle and pedestrian trails and on-street connections between La Plaza Vieja and the West Village, Townsite, and Southside neighborhoods.

Implementation Strategy 10.2: Maintain right-of-way for comfortable bicycle and pedestrian access along the Clay Avenue Wash after implementation of the floodplain improvements as outlined in the Rio de Flag Feasibility Report and Final Environmental Impact Statement. If the McCracken Street extension is pursued, the City may limit curb cuts along the south side of the street. The City may also provide a sidewalk in place of a standard FUTS connection if the right-of-way that can be acquired is limited. An alternate location for a FUTS trail should be included in the design, if it cannot be accommodated along the original alignment.

Implementation Strategy 10.3: Acquire pedestrian and bicycle access that connects the Guadalupe Park and nearby elementary school to the future FUTS trail to the south.

GOAL #11: BICYCLE AND PEDESTRIAN CROSSINGS⁶

Implementation Strategy 11.1: Provide a pedestrian crossing at Route 66 and Blackbird Roost to create access to groceries and services. This may be accomplished through a pedestrian-only crossing or as part of a fully signaled intersection.

Implementation Strategy 11.2: Construct a railroad-pedestrian underpass between Florence Avenue and Walnut Street to connect the La Plaza Vieja and Townsite neighborhoods. Incorporate public art designed with input from LPVNA into the structure. If possible, allow passage to be used by vehicles in emergency situations, such as flooding.

Implementation Strategy 11.3: Construct a pedestrian bridge over Milton Road to connect the La Plaza Vieja and Southside neighborhoods. Work with BNSF to place the bridge in their right-of-way.

Implementation Strategy 11.4: Construct an under-grade crossing of Milton Road for pedestrians and bicyclists at or near Malpais Lane that would be a direct access from the Northern Arizona University campus into and out of La Plaza Vieja.

GOAL #12: INTERNAL NEIGHBORHOOD STREETS

Implementation Strategy 12.1: Coordinate with the LPVNA for shared responsibilities in applying for grants and maintenance for streetscape and transportation improvements.

Implementation Strategy 12.2: Enhance and maintain streetscapes, dark-sky friendly lighting, and signage through City reinvestment and private property redevelopment. Streetscape improvements include, but are not limited to:

⁶ The bicycle and pedestrian crossings in this section are listed in order of priority. Not all desired crossing may be possible to implement but they provide aspirations for consideration in future corridor studies.

curb, gutter, sidewalk repair or installations, crosswalks, street lights, street trees, planting strips, and street furniture.

Implementation Strategy 12.3: Regularly assess speed limit compliance and the need for residential traffic calming on Clay Avenue and Blackbird Roost. If speed limits are regularly exceeded, consider school zone speed limit restrictions on Clay Avenue at Haven Montessori Charter School to protect children walking to and from school or other traffic calming measures as outlined in the Concept Plan.

Implementation Strategy 12.4: Acquire right-of-way to extend McCracken Street to Malpais Lane and create a connection north to Clay Avenue in order to achieve the Future Urban form of these blocks.

Implementation Strategy 12.5: Complete missing sidewalks throughout the neighborhood.

GOAL #13: NEIGHBORING GREAT STREETS

Implementation Strategy 13.1: Ensure any potential extension of a collector road to the west is designed to not increase the number of travel lanes on Clay Avenue, provides appropriate traffic calming, and landscaping, and is designed as a Complete Street in order to preserve the *neighborhood* feel of the street.

Implementation Strategy 13.2: Consider the McCracken Street extension as a possible alternative to the Clay Avenue Extension.

Implementation Strategy 13.3: Increase right-of-way dedication widths on Milton Road and Route 66 to allow for wider sidewalks and landscaping that support the pedestrian environment.

GOAL #14: ACCESS TO TRANSIT

Implementation Strategy 14.1: Per NAIPTA's Regional Five-Year and Long Range Transit Plan, provide bus service on Clay Avenue and Blackbird Roost with neighborhood input.



Figure 61: Clay Avenue Streetscape

ECONOMIC DEVELOPMENT

GOAL #15: SMALL BUSINESS AND ENTREPRENEURSHIP

Implementation Strategy 15.1: LPVNA to provide resources for small business and entrepreneurs by working with community economic development partners, including:

- Coconino Community College - Small Business Development Center.
- City of Flagstaff Economic Vitality Team: Enterprise Zone tax credits (non-retail businesses only); workforce education; growth and success of existing businesses.
- City of Flagstaff Community Design & Redevelopment: architectural examples of how to address building improvements, public space, and street engagement; utilize Historic Preservation Façade and Signage Grant, when applicable.
- Chamber of Commerce for existing programs.
- NAU Business School—engage class project to conduct a market analysis to better understand which commercial endeavors are most appropriate for this area.
- Economic Collaborative of Northern Arizona (ECoNA).

INFRASTRUCTURE AND NEIGHBORHOOD SERVICES

GOAL #16: PROTECT PRIVATE PROPERTY FROM FLOODING

For a description of implementation strategies for stormwater, see the Rio De Flag Flood Control Project or other City approved master plan.



Figure 62: An Alleyway in La Plaza Vieja

DEFINITIONS

*Definitions in this section are compiled from a number of sources. Definitions that are marked with a Z or R come from the Zoning Code and the **Flagstaff Regional Plan 2030 (FRP30)** respectively. If the definition in either of those documents is changed, it also applies to this document.*

Absentee landlord: A property owner who lives outside of the economic region and leases their property without assistance from a local management company.

Access (Z): A means of vehicular or non-vehicular approach or entry to or exit from property, a street, or highway.

Activity Centers (R): Mixed-use centers that vary by scale and activity mix depending on location. They include commercial, retail, offices, residential, shared parking, and public spaces. This Plan identifies existing and potentially new activity centers throughout the planning area, including urban, suburban, and rural centers.

Adaptive Re-use (R): Fixing up and remodeling a building or space, and adapting the building or space to fit a new use.

Affordable Housing (Z): Housing that is affordable to those who cannot afford market-priced housing locally to either rent or purchase. It is housing that may be provided with either public and/or private subsidy for people who are unable to resolve their housing requirements in the local housing market because of the relationship between housing costs and local incomes.

Alley (Z): A dedicated public right-of-way or passage or way affording a secondary means of vehicular access to abutting property and not intended for general traffic circulation.

Apartment (Z): Any real property that has one or more structures and that contains four or more dwelling units for rent or lease including mini-dorms.

Apartment House (Z): A building type that is a medium-to-large-sized structure that consists of four to 12 side-by-side and/or stacked dwelling units, typically with one shared entry.

Area Type (R): *FRP30* designates three area types: urban, suburban, and rural on the Future Growth Illustration. Area types may also be future or existing and overlap in some places.

Arterial Streets, Roads (Z): A road, street, or highway that is intended to provide for high speed travel between or within communities or to and from collectors. Access is controlled so that only regionally significant land uses may take direct access to these streets.

Bicycle Lane (Z): A dedicated lane for bicycle use demarcated by striping.

Block size: The size of the rectangular area surrounded by streets and usually containing several buildings. Suburban blocks are typically larger than urban blocks.

Build-out: A visual or quantities illustration of the extent to which buildings or use may occupy a parcel or area in the future. Maximum build-out refers to how much could be built if every lot was built to the maximum height and floor area ratio (FAR). The Concept Plan demonstrates a desired build-out scenario.

Bulb outs: A bulb out or curb extension is a traffic calming measure that shortens the crossing distance for pedestrians by extending the curb into the street at an intersection or mid-block crossing.

Bus pullouts: A designated location where the curb of the street is moved closer to the sidewalk to allow for buses to move out of traffic for pick-up and drop-off.

Business Sector: A business sector is a category defined by the North American Industry Classification System (NAICS), which is the standard used by Federal statistical agencies in classifying business establishments for the purpose of collecting, analyzing, and publishing statistical data related to the U.S. business economy (U.S. Census Bureau definition).

By Right (Z): Characterizing a proposal or component of a proposal that complies with the Zoning Code, and may thereby be processed administratively, without public hearing.

Carriage House (Z): An accessory dwelling unit to a primary dwelling on the same site. A carriage house provides on-the-ground-floor or above-a-garage, permanent provisions for living, sleeping, eating, cooking, and sanitation.

Civic (Z): Not-for-profit or governmental activities dedicated to arts, culture, education, recreation, government, transit, and municipal parking.

Collector Street (Z): A street that collects traffic from local streets and carries it to the arterial system. Collectors may supplement the arterial system by facilitating some through traffic volumes and may also serve abutting property.

Commercial (Z): Term collectively defining workplace, office, retail, and lodging functions for the purpose of describing general land use.

Commercial Cores (R): The center of every activity center has a commercial core allowing and encouraging commercial, institutional, high-density residential, and mixed-use development; transit opportunities; and encouraging pedestrian-oriented design.

Commercial Edge: A Neighborhood policy area for La Plaza Vieja comprised of properties zoned Highway Commercial with frontage along Milton Road and Route 66. . The area corresponds to the description of the commercial core and corridors in *FRP30* (see Map 13).

Community Garden (Z): An area where neighbors and residents have the opportunity to contribute and manage the cultivation of plants, vegetables, and fruits.

Compatibility (Z): Capable of existing in harmonious, agreeable, or congenial combination with other buildings, structures, blocks, or streets through the use of similar basic design principles including composition, rhythm, emphasis, transition, simplicity, and balance. Work is compatible if it is designed to complement the physical characteristics of the context and is cohesive and visually unobtrusive in terms of the overall patterns of development, scale, and continuity.

Complete Streets (R): Streets, roadways, and highways that are designed to safely and attractively accommodate all transportation users (drivers, bus riders, pedestrians, and bicyclists). Travelers of all ages and abilities can safely move along and across a complete street.

Concept or Illustrative Plan (R): A plan or map that depicts (illustrates, but does not regulate), for example, the streets, lots, buildings, and general landscaping of a proposed development.

Definitions

Conditional Use (Z): A use that would not be appropriate without restriction, but which is permitted provided that all performance standards and other requirements of the zoning code are met.

Conditional Use Permit (CUP): Written government permission allowing a conditional use.

Congestion: A term describing the flow and volume of traffic on a given roadway. Congestion usually refers to a situation where traffic is constrained by a bottleneck occurring further downstream in the system.

Connectivity: Describes how well a transportation network connects destinations for all modes (vehicle, bus, bike and pedestrians). Connectivity is a term that applies to roads, trails, on-street bicycle lanes, and parallel bicycle and pedestrian paths.

Context (or Contextual Development) (R): Refers to the significant development, or resources, of the property itself, the surrounding properties, and the neighborhood. Development is contextual if it is designed to complement the surrounding significant visual and physical characteristics; is cohesive and visually unobtrusive in terms of scale, texture, and continuity; and if it maintains the overall patterns of development. Compatibility utilizes the basic design principles of composition, rhythm, emphasis, transition, simplicity, and balance of the design with the surrounding environment.

Context Sensitive Solution (CSS) (R): A way of designing and building transportation facilities and infrastructure to seamlessly reflect and minimize impacts on adjacent land uses and environmentally sensitive areas. A CSS project complements its physical and natural setting while maintaining safety and mobility.

Corridor: A set of essentially parallel transportation facilities designed for travel between two points.

Corridor study: A study of land use and transportation facilities in a corridor that accounts for future growth over a larger area.

Cottage: (See Single Family Cottage)

Curb ramps: Graduated areas of the curb and gutter that are designed for wheelchair access.

Curb extensions: (See Bulb-out)

Cut-through traffic: Traffic that passes through a residential area as a means of bypassing congestion on larger capacity arterial and collector roads.

Demographics: Statistical data relating to the population and particular groups within it.

Density (Z): The number of dwelling units within a standard measure of land area, usually given as units per acre.

Design Standards (R): Standards and regulations pertaining to the physical development of a site including requirements pertaining to yards, heights, lot area, fences, walls, landscaping area, access, parking, signs, setbacks, and other physical requirements.

Down zoning: The process by which an area of land is rezoned to a use that is less dense and less developed than its previous zoning would have allowed.

Entitlement: (See By Right)

Flagstaff Regional Plan 2030: The City of Flagstaff’s General Plan, ratified by voters on May 20, 2014. Abbreviated “FRP30”

FUTS (Flagstaff Urban Trails System) (Z): A city-wide network of non-motorized, shared-use pathways that are used by bicyclists, walkers, hikers, runners, and other users for both recreation and transportation.

Floor Area Ratio (FAR) (Z): An intensity measured as a ratio derived by dividing the total floor area of a building or structure by the net buildable site area.

Floodplain (Z): Any areas in a watercourse that have been or may be covered partially or wholly by floodwater from a one hundred-year flood.

Floodway: The area designated by the Federal Emergency Management Agency (FEMA) as the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. Communities must regulate development in these floodways to ensure that there are no increases in upstream flood elevations.

Future Growth Illustration: Map 22 in *FRP30* which shows land designations for future growth patterns and the areas designated for area types and activity centers.

Gable roof: The generally triangular portion of a wall between the edges of a dual-pitched roof.

Gateways: Gateways are spaces adjacent to intersections that provide entrance into the neighborhood, where landscaping, neighborhood identifying signs, and public art may be installed. They provide the first impression people have as they enter the neighborhood.

Goals (R): A desired result that the community envisions and commits to achieve.

Great Streets (R): Streets designed to take into account their entire three-dimensional visual corridor, including the public realm and adjacent land uses. Great streets are “complete” streets, meaning they service and take into account all users — not just motor vehicles, and serve as interesting, lively, and attractive community spaces.

Hipped Roof: A roof with the ends inclined, as well as the sides.

Historic District: a group of buildings or properties that have been nominated by the State Historic Preservation Officer for the National Register or that have been protected locally through an overlay zone. Districts are established based on their eligibility, significance, and integrity.

Historic Building (Property): A building with sufficient age, a relatively high degree of physical integrity, and historical significance and, therefore, may be eligible for listing on the National Register of Historic Places. Historic buildings may occur with or outside of a historic district and may be protected regardless of their relationship to a historic district.

Historic Resource (Z): A type of cultural resource that refers to objects, structures, natural features, sites, places, or areas that are associated with events or persons in the architectural, engineering, archaeological, scientific, technological, economic, agricultural, educational, social, political, military, or cultural annals of the City of Flagstaff, the state of Arizona, or the United States of America.

Home-based businesses: Also called Home Occupation. Businesses that do not have a commercial presence on the street and are general run out of a residence.

Definitions

Infill (R): Occurs when new buildings are built on vacant parcels within city service boundaries and surrounded by existing development.

Integrity, Historical Resource, or Cultural Resource (Z): The authenticity of a cultural resource's identity, judged by how evident is the general character of the period of significance, the degree to which the characteristics that define its significance are present, and the degree to which incompatible elements are reversible.

Intensity: Intensity is the mass, bulk, and scale of buildings in commercial, industrial, institutional, and mixed-use settings. Typically, intensity is measured by the Floor Area Ratio.

Landmark (Z): A property with a specific historic district designation known as the landmark district.

Landscaping (Z): Flowers, shrubs, trees or other decorative material of natural origin.

Land Use (Z): The purpose or activity for which land or any building or structure thereon is designated, arranged, or intended, or for which it is occupied or maintained; or any activity, occupation, business or operation carried on or intended to be carried on in a building, structure, or on a parcel or lot.

Live-Work (Z): A mixed use unit consisting of a commercial and residential function. It typically has a substantial commercial component that may accommodate employees and walk-in trade. The unit is intended to function predominantly as work space with incidental residential accommodations that meet basic habitability requirements.

Local Streets (R): Serve immediate access to property and are designed to discourage longer trips through a neighborhood.

Low Impact Development (LID) (Z): A stormwater management approach modeled after nature by managing rainfall runoff at the source using decentralized small-scale controls uniformly distributed throughout the development area.

Major intersection improvement: Constructed improvements to an intersection that generally exceed \$1 million in costs and significantly increases capacity (reducing congestion).

Mixed Use (Z): The development of a single building containing more than one type of land use or a single development of more than one building and use including, but not limited to, residential, office, retail, recreation, public, or entertainment, where the different land use types are in close proximity, planned as a unified complementary whole, and shared pedestrian and vehicular access and parking areas are functionally integrated.

Multiple-Family Housing (Z): A residential building comprised of four or more dwelling units.

National Register Historic District: A district (as opposed to a single property) that has been included in the National Register of Historic Places.

National Scenic Byway: A National Scenic Byway is a road recognized by the United States Department of Transportation for one or more of six "intrinsic qualities": archeological, cultural, historic, natural, recreational, and scenic.

Neighborhood (R): Includes both geographic (place-oriented) and social (people-oriented) components, and may be an area with similar housing types and market values, or an area surrounding a local institution patronized by residents, such as a church, school, or social agency.

Neighborhood Core: A Neighborhood policy area for La Plaza Vieja comprised of properties zoned Residential Neighborhood (R1N) that is the architectural and cultural center of the Plan. The area corresponds to the Urban Neighborhood description in *FRP30*. The built environment within this policy area is what defines neighborhood character and compatibility. (see Map 13)

Parkway: A linear strip of vegetation between the curb and gutter of a street and the sidewalk.

Pedestrian Shed (R): The basic building block of walkable neighborhoods. A pedestrian shed is the area encompassed by the walking distance from a town or neighborhood center. Pedestrian sheds are often defined as the area covered by a 5-minute walk (about 0.25 mile or 1,320 feet). They may be drawn as perfect circles, but in practice pedestrian sheds have irregular shapes because they cover the actual distance walked, not the linear (crow flies) distance.

Plaza (R): A civic space type designed for civic purposes and commercial activities in the more urban areas, generally paved and spatially defined by building frontages.

Place Type (R): Place types include activity centers, neighborhoods, and corridors, and provide the framework around which our community is built. Land uses that occur within the different place types are further designated into categories such as residential, commercial, and institutional, which define the type of use and zoning for those place types.

Policy (R): A deliberate course of action, mostly directed at decision makers in government, but also may be for institutional or business leaders – to guide decisions and achieve stated goals.

Redevelopment(R): Is when new development replaces outdated and underutilized development.:

Regulating Plan (Z): A set of maps that shows the transect zones, special districts, and special requirements for areas subject to, or potentially subject to, regulation by a form-based code for a Traditional Neighborhood Community Plan. It may also show street and public open spaces, and designate where various building form standards (based on intensity of urbanism) for building placement, design and use will apply. The Regulating Plan graphically shows, applies and places the regulations and standards established in a form-based code for a Traditional Neighborhood Community Plan.

Reinvestment(R): A community reinvests in an area through revitalization, redevelopment, infill, brownfield redevelopment, and historic preservation, all of which play a vital role in improving the quality of life for those living in and traveling to the City of Flagstaff and the region. Reinvestment promotes the resurgence of existing activity centers and walkable neighborhoods in areas suffering from lack of maintenance, and within activity centers and corridors.

Residential (Z): A land use type that is designated to accommodate single-family and multiple-family dwellings. Includes mobile and manufactured homes.

Revitalization(R): Is to repair what is already in place, adding new vigor by remodeling and preserving.

Road Network Illustration: Map 25 in *FRP30* which shows roads and corridors based on their role in land use and transportation planning.

Definitions

Scale (Z): Similar or harmonious proportions, especially overall height and width, but also including the visual intensity of the development, the massing, and the shapes and sizes of the various design elements, such as the windows and doors.

Single-Family Cottage (Z): A small house usually located on smaller sized lots in more urbanized areas.

Single-Family Detached Dwelling (Z): A dwelling designed and used for single-family use that does not share a wall with another dwelling.

Specific Plan (Z): Detailed element of the General Plan enacted under the provisions of A.R.S. § 9-461.08, that provides a greater level of detail for a specific geographic area or element of the General Plan, and that provides specific regulations and standards for the systematic implementation of the General Plan.

State Historic Preservation Office (SHPO): A state governmental function created by the United States federal government in 1966 under Section 101 of the National Historic Preservation Act (NHPA); the SHPO administers preservation programs under the NHPA.

Strategies (R): Suggested ideas of how to specifically implement policies.

Streetscape (Z): Those features of either the man-made or natural environment which abut, face, or are a part of a public street right-of-way including but not limited to, landscaping (materials and plants), street furniture, building facades and utilities, and facilities which are visible to the public such as fire hydrants, storm sewer grates, sidewalk and street paving.

Substantial Improvement: Substantial improvement “means any reconstruction, rehabilitation, addition or other improvement of a structure, the cost of which equals or exceeds 50% of the market value of the structure before the “start of construction” of the improvement.

Suburban (R): Describes areas within the City in which a person is mostly dependent on the automobile to travel to work or other destinations (sometimes referred to as Driveable Suburban), and to accomplish most shopping and recreation needs. These environments may have areas where it is possible to walk or ride a bike for recreational purposes, such as on FUTS trails, but due to the lack of connectivity or nearby amenities, are not favorable for walking or biking as a primary mode of transportation on a day-to-day basis. Suburban areas have medium to low densities of people, residences, jobs and activities with some services and goods available to residents, the streets and sidewalks vary in their design, and access to public transportation may be available.

Traffic calming: Features in the physical environment of a roadway intended to discourage speeding and cut-through traffic.

Trail (Z): A bicycle way located separately and independent from a vehicular thoroughfare for the shared use of bicycles and pedestrians.

Transect Zone (Z): One of several areas on the Zoning Map regulated by the standards found within the Zoning Code. Transect zones are ordered from the most natural to the most urban. Transect zones are administratively similar to the land-use zones in conventional codes, except that in addition to the usual building use, density, height and setback requirements, other elements of the intended habitat are integrated, including those of the private lot and building and the public frontage (see Map 6).

Transition Area: A Neighborhood policy area for La Plaza Vieja comprised of properties between the Commercial Edge and the Neighborhood Core. The area corresponds to the description of pedestrian sheds in *FRP30*. This area is targeted for moderately scaled mixed use development in order to meet the stated Plan goal of preserving neighborhood character. (see Map 13)

Urban (R): Areas with a higher density of people, residences, jobs and activities; buildings are taller and close to the street; streets and sidewalks are in a grid pattern of relatively small blocks; the area is walkable and a variety of services and goods are available; served by public transportation.

Viewshed (R): An area of land that is visible to the human eye from a vantage point with particular scenic value that may be deemed worthy of preservation against development or other change.

Walkability Audit: A walkability audit is a community-based exercise intended to highlight opportunities, identify obstacles, and evaluate how easy it is to get around a neighborhood on foot.

Wildland-Urban Interface: The Wildland-Urban Interface for Flagstaff and surrounding communities at-risk encompasses multiple jurisdictions and ownerships within a relatively large geographical area. It is sufficiently large to: (1) Reduce the potential of a high intensity fire from entering the community; (2) Create an area whereby fire suppression efforts will be successful; (3) Limit large amounts of wind-driven embers or “fire brands” from settling on the community; and (4) Protect critical infrastructure (See *Community Wildfire Protection Plan for Flagstaff and Surrounding Communities in the Coconino and Kaibab National Forests of Coconino County, Arizona* for more information).

Zoning District: Zoning describes the control of the use of land, and of the appearance and use of buildings by the City of Flagstaff. Areas of land are divided into zones within which various uses are permitted and development standards and guidelines apply. The standards and uses in zones are used to estimate entitlements for private property.

Zoning Code (R): A set of legally binding provisions adopted by the City Council consistent with state law regulating the use of land or structures, or both, used to implement the goals and policies of *FRP30*.

PUBLIC PARTICIPATION

The City and the La Plaza Vieja Neighborhood Association would like to thank the members of the public who participated in workshops and meetings from the beginning of the project in 2008 to its final draft. This plan would not be possible without our community's commitment to the future of the La Plaza Vieja Neighborhood.

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APPENDIX 1 – PRIORITIZATION OF IMPLEMENTATION STRATEGIES

Chapter 4 contains dozens of implementation strategies that would help achieve the goals and policies of the *La Plaza Vieja Neighborhood Specific Plan*. Not all of these will be achieved over the next **5 to 20 years** and many will be achieved based on funding and opportunities that are not currently foreseeable. This appendix identifies and provides details about the top priorities for LPVNA. Ideally, these are considered potentially achievable within the **first 5 years** after the Plan is adopted. These priorities do not represent a commitment of City resources. They do provide time-specific objectives that help track LPVNA and the City’s progress that may be reported in the *FRP30* annual report. Other strategies may be implemented in this timeframe as opportunities allow.

This appendix may be updated along with the annual review of the *Flagstaff Regional Plan 2030* in coordination with LPVNA, without a plan amendment.

NEIGHBORHOOD EMPOWERMENT

Priority Ranking 1	Lead Organization LPVNA	Potential Partnerships Community Development, other Neighborhood Associations, League of Neighborhoods
Implementation Strategy 1.4: Through the use of Zoning Code regulation and the use of public participation, LPVNA should become the lead organization to which developers contact for neighborhood feedback and discussion on potential projects in and around La Plaza Vieja.		
PATH FORWARD <i>Creating a neighborhood forum for civic discussion on a wide variety of issues is a central part of LPVNA’s mission. LPVNA will reach out to the City’s Community Development staff, ADOT, and other partners to stay up-to-date on planning issues and to disseminate information to La Plaza Vieja residents.</i>		
COSTS AND POTENTIAL FUNDING SOURCES This strategy is primarily accomplished through volunteer time and management of a phone tree, email list and text messages. Community Development staff time is already a part of the City program of work.		

Priority Ranking 2	Lead Organization LPVNA	Potential Partnerships City of Flagstaff, other Neighborhood Associations, League of Neighborhoods
Implementation Strategy 1.2: Form a grant writing team for La Plaza Vieja that is led by LPVNA and comprised of neighborhood residents, City staff, City Commission members, non-profit organizations with specialized knowledge, and small business owners.		
PATH FORWARD <i>Forming a grant funding team to help with grant writing and administration is key to the success of the La Plaza Vieja Neighborhood Specific Plan. Without this strategy and receipt of grants, many of the other priorities will not be achievable.</i>		
COSTS AND POTENTIAL FUNDING SOURCES Volunteer and staff time are the main contributions to this implementation strategy. Grant writing for partners is not currently part of the program of work for City staff but could be part of the roles assigned to staff without additional allocation of funds.		

PRESERVING THE NEIGHBORHOOD CHARACTER

Priority Ranking	Lead Organization	Potential Partnerships
1	City	
<p>Implementation Strategy 6N.1: Consider a maximum lot size for R1N in the Neighborhood Core through an overlay or other zoning code update.</p> <p>Implementation Strategy 6N.2: Consider requiring an administrative design review for new single-family houses in La Plaza Vieja in order to encourage consistency with the goals of the Plan.</p> <p>Implementation Strategy 6N.3: Incorporate elements of the architectural and landscaping policies and details from La Plaza Vieja’s built environment into an overlay zone for the planning area.</p> <p>Implementation Strategy 6T.1: For developments over 35 feet tall, step back buildings so they are closer to the neighborhood scale away from Milton Road and Route 66. Incorporate architectural features on the sides of the building facing La Plaza Vieja.</p> <p>Implementation Strategy 6T.2: For developments over 35 feet tall, buildings should have street-level design features that provide a pedestrian-friendly sidewalk environment next to the building.</p> <p>Implementation Strategy 6C.1: Consider development of enhanced design standards for first floors of commercial and mixed-use buildings in the Commercial Edge.</p>		
<p>PATH FORWARD <i>The Zoning Code administrator would develop a proposal for an overlay zone with enhanced public involvement that addresses these strategies.</i></p>		
<p>COSTS AND POTENTIAL FUNDING SOURCES The Zoning Code administrator can complete this work as part of the regular program of work.</p>		

Priority Ranking	Lead Organization	Potential Partnerships
2	City	LPVNA
<p>Implementation Strategy 6T.4: Incentivize rezoning of Highway Commercial parcels in the Transition Area to zones with lower height mass, scale, density and intensity of redevelopment to meet plan goals and policies. For example, in order to develop housing without a mixed use component, a property in the transition area could be rezoned to Medium Density, or High Density Residential. The Planning Director may submit applications on behalf of property owners to request voluntary downzoning for parcels in the Transition Area, reducing the cost of the application. Also consider buying development rights for key parcels to reduce entitlements, transfer of development rights, financial credits towards building permit fees, or other means of compensating property owners for voluntarily reducing mass, scale, density and intensity.</p>		
<p>PATH FORWARD <i>6N.2 will require an amendment to the Zoning Code and may be incorporated into the neighborhood overlay zone. Supporting voluntary down zoning with City sponsored applications may not include review fees and therefore reduces the cost to the property owner. Opportunities to reduce development rights will be largely opportunistic.</i></p>		
<p>COSTS AND POTENTIAL FUNDING SOURCES Developing policies to implement this strategy would be completed as part of the Community Development staff’s program of work. The cost to the City would be foregoing fees that would otherwise be collected. There are only 17 lots in the Transition Area to which this strategy could apply.</p>		

PARKS AND COMMUNITY SPACES

Priority Ranking 1	Lead Organization LPVNA	Potential Partnerships City, Museum of Northern Arizona Spring Restoration Institute, NAU, The Arboretum at Flagstaff, local nurseries
<p>Implementation Strategy 3.1: Enhance Old Town Springs Park (Many of these strategies are reflected in the Master Plan for Old Town Springs Park, which is a part of the Concept Plan in Chapter 2)</p> <ul style="list-style-type: none"> • Enhance the landscaping and signing on both sides of the park to provide an attractive entrance from either West Coconino Avenue or Lower Coconino Avenue. Maintain the existing sign at the north entrance to the park, which was built by neighborhood families. • A new flagpole and American flag can be provided to mark the Old Town Spring as a significant historical site in Flagstaff. A small light can be installed at the top of the flagpole so that the flag can be flown permanently. • Consider historically themed playground equipment when replacing or expanding. • Add a second porta-potty near the parking area to accommodate large parties that use the park’s ramada, and indicate a limit on available parking spaces in the ramada rental permit (on and off-site). • Consider having the Old Town Springs Park a first come, first served facility so that it is more available to the local families who advocated to have the park created. • Interpretive signs can be installed to highlight the historic importance of the site and spring in local history. • The spring in the park could be set apart from the surrounding grass and restored ecologically to some extent by improved drainage features and the introduction of native spring vegetation. Irrigation would be needed for establishment of new plants. • Incorporate native stone seating areas and low-profile decorative walls to better delineate the spring and extend the gathering space. • Install commemorative plaques for each of the pine trees planted by neighborhood families along Coconino Avenue. • Cut back the overgrown juniper trees along the northern slope of the park so that the view of the pine trees above is improved. Add a decorative bicycle rack and new park lights to ensure attractive pedestrian safety and access. 		
<p>PATH FORWARD</p> <p><i>LPVNA will take the lead on finding grant opportunities and volunteers. City Parks Department will approve site plans and provide support for grant applications. Restoration and recognition of the historic importance of the spring is a high value for La Plaza Vieja. With improved integrity it could be eligible for recognition in the National Register of Historic Places. Improving appearance on the north side is also a priority. Trees planted by Hispanic families for Flagstaff centennial would be retained and culturally interpreted. La Plaza Vieja will provide for irrigation of new plants until established.</i></p>		
<p>COSTS AND POTENTIAL FUNDING SOURCES</p> <p>The rough estimate cost of the improvements proposed at Old Town Springs Park could be \$50,000-\$75000. These improvements could be added to the Capital Improvement Plan list of unfunded projects next year in order to allow it to be funded in a future year. The La Plaza Vieja Neighborhood Association would set a year 2 goal to find a 10-30% match to City funds for spring restoration, interpretive panel research and design and landscaping improvements. The projects in this park are not eligible for CDBG funding because the park is not in the targeted Census tract. Federal grants from the National Park Service may be a possible source of funding for municipal projects such as interpretive signs and restoration of the historic Old Town Springs.</p>		

Priority Ranking	Lead Organization	Potential Partnerships
2	LPVNA	City, local nurseries, local businesses
<p>Implementation Strategy 3.3: Enhance Plaza Vieja Park</p> <ul style="list-style-type: none"> • Incorporate a low ornamental wall that provides seating and separates the park from the traffic on Clay Avenue. • Replace some of the blue rug junipers with northern Arizona perennials. Irrigation would be needed for establishment of new plants. • Coordinate with the Beautification and Public Art Commission to provide public art opportunities that are historically and culturally relevant to the La Plaza Vieja. • Provide picnic tables for gatherings. 		
<p>PATH FORWARD</p> <p><i>LPVNA will look for grant opportunities and coordinate volunteers for these efforts. City Parks Department will approve site plans and provide support for grant applications. Highest priority will be to replace junipers with native vegetation. La Plaza Vieja will provide irrigation of new plants until established.</i></p>		
<p>COSTS AND POTENTIAL FUNDING SOURCES</p> <p>Total estimated cost of the proposed improvements at Plaza Vieja Park could be \$5,000-\$10,000 plus the amount of a City grant for public art that would be determined along with design work. Some of these improvements would be CDBG eligible and therefore it is likely that all or most of these costs could be grant funded. The City can provide technical assistance to LPVNA in preparation of their application and design work for the park. Some of these improvements would be CDBG eligible.</p>		

PRESERVING HISTORIC IDENTITY

Priority Ranking	Lead Organization	Potential Partnerships
1	LPVNA	City Historic Preservation Officer, The Pioneer Museum, NAU Department of History, Cline Library Special Collections, Museum of Northern Arizona, local independent historians
<p>Implementation Strategy 8.4: Continue historic research into the origins, ethnography, and migration patterns of the La Plaza Vieja in order to support applications for landmark overlays and potential historic district designations by SHPO.</p>		
<p>PATH FORWARD</p> <p><i>Historic preservation professionals can help identify grant opportunities. LPVNA will write grants and help introduce researchers to local residents. Ultimately the products from this project could be used for applications and interpretive signs throughout La Plaza Vieja.</i></p>		
<p>COSTS AND POTENTIAL FUNDING SOURCES</p> <p>Estimated cost of the proposed project is approximately \$3,500 to \$5,000 per subject. The City staff has already built the foundation for this work with an initial investment of \$5,000 for an historic Context Report for the neighborhood prepared by SWCA this year. Federal grants may be a possible source of funding for municipal projects such as research and interpretive signs and the restoration of the historic Old Town Springs, and some private projects.</p>		

Priority Ranking	Lead Organization	Potential Partnerships
2	LPVNA	City
<p>Implementation Strategy 8.2: The City of Flagstaff Zoning Code has a “Landmark Overlay District” mechanism to protect structures aged 50 years and older. For eligible houses in La Plaza Vieja, the Planning Director may submit applications to add historic buildings into the Landmark Overlay District with property owner’s permission.</p> <p>Implementation Strategy 8.3: Encourage groups of historic property owners who want to work together to submit an application for a preservation grant to the SHPO or the City with the help of the local Historic Preservation Officer at the City of Flagstaff.</p>		
<p>PATH FORWARD</p> <p><i>The landmark overlay is available now. LPVNA will take the lead on educating property owners and using the research to support the landmark application. Grant opportunities to improve integrity of historic structures can be supported by the team from Implementation Strategy 8.4.</i></p>		
<p>COSTS AND POTENTIAL FUNDING SOURCES</p> <p>Estimated cost of the proposed work is \$3,500 to \$5,000 per property for the background work needed for a Landmark Overlay designation. Local grants are available for preservation work with approval by the historic Preservation commission for \$10,000 with a \$10,000 match. The State Heritage Fund is not offering grants at this time but may resume doing so in the future.</p>		

Priority Ranking	Lead Organization	Potential Partnerships
3	City	LPVNA, The Pioneer Museum, NAU Department of History, Cline Library Special Collections, Museum of Northern Arizona, local independent historians
<p>Implementation Strategy 8.3: Conduct an inventory of eligible historic structures along Lower Coconino Ave., W. Coconino Ave. and Spring St.</p>		
<p>PATH FORWARD</p> <p><i>Upper and Lower Coconino Ave. are two of the longest habituated places in Flagstaff and have never been inventoried for their historic or archeological significance and integrity. An inventory of this area is needed in order to consider if portions of the area would be eligible for the National Register of Historic Places.</i></p>		
<p>COSTS AND POTENTIAL FUNDING SOURCES</p> <p>The estimated cost of an inventory of this nature is \$30,000.</p>		

TRANSPORTATION

Priority Ranking	Lead Organization	Potential Partnerships
1	ADOT	LPVNA, City
<p>Implementation Strategy 11.1: Provide a pedestrian crossing at Route 66 and Blackbird Roost to create access to groceries and services. This may be accomplished through a pedestrian-only crossing or as part of a fully signalized intersection.</p>		
<p>PATH FORWARD</p> <p><i>Develop a capital project in coordination with ADOT. This plan cannot commit ADOT to this project, but it can state the City and LPVNA’s desire to see it implemented. The project has already been identified as warranted.</i></p>		
<p>COSTS AND POTENTIAL FUNDING SOURCES</p> <p><i>The estimated cost for a pedestrian-hybrid beacon (PHB) is \$150,000 to \$180,000 and a full signal would cost approximately \$400,000. The cost of this improvement could be shared between the City, ADOT and potentially private developers could provide a fair and roughly proportionally share. There are several potential sites along Milton Road for these kinds of improvements and so a final decision on the location would be made by the managing agency based on an assessment of future and current need along the entire corridor.</i></p>		

Appendix 1 – Prioritization of Implementation Strategies

Priority Ranking	Lead Organization	Potential Partnerships
2	City	LPVNA
<p>Implementation Strategy 12.3: Regularly assess speed limit compliance and the need for residential traffic calming on Clay Avenue and Blackbird Roost. If speed limits are regularly exceeded, consider school zone speed limit restrictions on Clay Avenue at Haven Montessori Charter School to protect children walking to and from school or other traffic calming measures as outlined in the Concept Plan.</p>		
<p>PATH FORWARD <i>Monitor traffic calming needs and effectiveness including before and after transportation projects. The City will accomplish this by using existing standards and measurements such as the traffic calming worksheet utilized by the City's traffic engineers.</i></p>		
<p>COSTS AND POTENTIAL FUNDING SOURCES This is already a part of the Residential Traffic Management Program administered by the City's Traffic Engineering department. Traffic calming measures along Clay Avenue that were considered as part of The Standard's 2014 application for rezoning were estimated to cost \$250,000 at that time.</p>		

Priority Ranking	Lead Organization	Potential Partnerships
3	City	LPVNA, BNSF
<p>Implementation Strategy 11.2: Construct a railroad-pedestrian underpass between Florence Avenue and Walnut Street to connect the La Plaza Vieja and Townsite neighborhoods. Incorporate public art designed with input from LPVNA into the structure. If possible, allow passage to be used by vehicles in emergency situations, such as flooding.</p>		
<p>PATH FORWARD <i>Develop a City project that is planned and programmed in coordination with BNSF.</i></p>		
<p>COSTS AND POTENTIAL FUNDING SOURCES This is a funded project under development. The cost of implementation is \$2.8 million and is being funded by FUTS funding, grant money for enhancements and the 2014 road repair and street safety tax.</p>		

Priority Ranking	Lead Organization	Potential Partnerships
4	City	LPVNA
<p>Implementation Strategy 12.5: Complete missing sidewalks throughout the neighborhood.</p>		
<p>PATH FORWARD <i>Missing sidewalks are the "low-hanging fruit" of pedestrian safety and there are less than a quarter mile of them missing from the neighborhood. The City can look for opportunities to do this work in the next 3 years as part of the Capital Improvement Program.</i></p>		
<p>COSTS AND POTENTIAL FUNDING SOURCES The estimated cost of completing sidewalks along Malpais Lane and Blackbird Roost is approximately \$60,000. The bike and pedestrian safety improvements money from the 2000 Transportation tax could be a source of funding for this project, or the sidewalk replacement money if willing property owners participate. This project would be evaluated against other needs for pedestrian improvements city-wide but would be competitive because the missing segments are between a public bus stop and the Haven Montessori Elementary School.</p>		

APPENDIX 2 – METHODOLOGY

Demographics and Housing

The Census Analysis prepared for La Plaza Vieja was compiled from three main sources. For broader information concerning tracts, block groups, and overall population, we consulted information from the U.S. Census Bureau. Our second source was information from The Environmental Systems Research Institute (ESRI), a geographic information systems (GIS) and land-use consulting firm. Based on the ACS (American Community Survey) information provided, we were able to analyze data from the housing summary, population summary, community profile, household income profile, market profile, and business summary. Our third source was taken from the City's GIS information which includes GIS data from the Coconino County Assessor's Office (County Assessor).

To calculate total area population and number of housing units, we used County Assessor's GIS data to determine the total number of housing units in the three census blocks that overlap La Plaza Vieja. We then calculated the estimated population for La Plaza Vieja calculated by the total number of units (County Assessor's data) multiplied by the average family size (average of three census tracts).

For demographic data on race, ethnicity, age, housing vacancy, and household income, we only included the information related to 2010 Census data for tract 53452 (Central La Plaza Vieja). The area north of the tracks is in the same census tract as the Townsite neighborhood and Arrowhead Village Mobile Home Park is in the West Village census tract. Both of these areas have more socioeconomic similarities to the Central La Plaza Vieja tract than they do to the other areas that are included in their respective census tract based on local knowledge and feedback from residents. Therefore, we assumed that percentages from Census Tract 53452 would be the best representation of these areas.

An important anomaly in the 2010 Census data relates to the vacancy rate for La Plaza Vieja 2010 was the year after the Great Recession ended and a 14% vacancy rate was captured at that time. It is highly unlikely, based on staff and LPVNA's observations, that the vacancy rate is still that high. Approximately 5-6 units currently appear vacant and new housing units have been created as part of infill projects in the last five years.

Heritage Preservation

In order to update our understanding of La Plaza Vieja's historic context, Annie Lutes from SWCA Environmental Consultants prepared an updated report of La Plaza Vieja's history and architectural styles. This report documented major historical events, migration of Hispanic families into and out of La Plaza Vieja, and the movement of buildings into La Plaza Vieja after the closure of the Arizona Lumber and Timber Mill and the redevelopment of Los Chantes.

A 1996 inventory of historic buildings, County Assessor's data, a National Park Service survey of Route 66 landmark hotels, historic photos, and information on individual commercial properties were used to determine the buildings inventoried for eligibility on [Map 3](#). County Assessor's data is a reliable source for determining what buildings have been demolished or replaced, but not for determining the age of buildings built prior to the 1980s. We therefore were not able to determine what structures in the area north of the railroad tracks would be eligible. We know that several of them are over 100 years old based on family records and the materials used in their exterior and construction. This is an area that will require further research in order to be determined.

Market Analysis

The market analysis for La Plaza Vieja covers two areas: (1) a count of businesses in the area, and (2) the types of businesses in the area. For this portion, we have consulted three main sources to gather our information for the market analysis. We looked over the ESRI data for topics concerning the count and types of businesses in the area. For owner and tax information regarding the parcels, we used the parcel viewer provided by the County Assessor. Lastly, we used the online Flagstaff Prospector economic development directory to gather information regarding the names of the businesses, estimated sales, market history, and a description of the business.

Land Use

Maximum build-out refers to how much could be built if every lot was built to the maximum extent allowed by right. Maximum build-out is ascertained by the maximum building height and **floor area ratio (FAR)** allowed by the Zoning Code and accounting for design criteria for commercial and mixed use buildings.

Transportation and Infrastructure

Infrastructure, road and sidewalk condition data is maintained by the City's Utilities, Engineering, and GIS divisions. The data shown for this report is up-to-date as of August 2014 and includes recent construction including replacement of water and sewer infrastructure and street surfaces. This was supplemented by a review of the walkability audit and survey results.

The City of Flagstaff conducted an online biking and walking survey that was supplemented by in-person surveys in health facilities for low-income residents and community events throughout the summer of 2014. The questions posed were administered City-wide but requested information about specific locations from the respondents. For the purpose of this analysis, responses for locations within the boundaries of the Plan were compiled.

The City of Flagstaff conducted a walkability audit in 2008 with residents and community leaders. A walkability audit uses a standard form created by the National Center for Safe Routes to School and the Pedestrian and Bicycle Information Center to assess the pedestrian environment for barriers and conditions that decrease the comfort of the pedestrian. This allows the City to compare different neighborhoods and corridors in a consistent way. In fall 2014, Andrew Hagglund and Tyler Shute, City interns, went out to La Plaza Vieja to check for changed conditions from the original survey. This was primarily to incorporate the changes after the construction work in the summer of 2014.

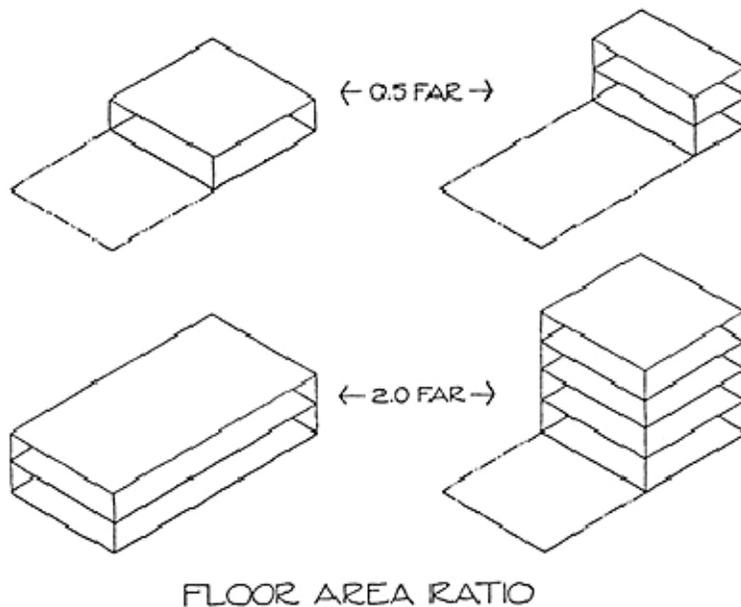
Crash data and reports were examined for every accident in the area boundary between 2001 and 2012 in order to better understand the pattern of crashes, most of which occur along Milton Road and Route 66. The vehicle movement, condition of the pedestrian or cyclist, and the level of injury were examined in this analysis.

APPENDIX 3 – ZONING BACKGROUND

DENSITY AND INTENSITY

Density refers to the intensity of development within a residential zoning district. In residential districts, density is generally measured by the maximum number of dwelling units permitted on a zoning lot. The maximum number of units is calculated by dividing the maximum residential area permitted on a zoning lot by the applicable factor for each zoning district. (Fractions equal to at least three-fourths are considered one unit.) The factors for each district are approximations of average unit size plus allowances for any common areas. Special density regulations apply to mixed use buildings that contain both residential and community facility uses.

Intensity is the mass, bulk and scale of buildings in commercial, industrial, institutional and mixed-use settings. Typically, intensity is measured by the Floor Area Ratio. Below is a graphic describing how buildings with the same FAR requirement can take different forms on the same site.



SUMMARY OF ZONING RELEVANT TO LA PLAZA VIEJA

RESIDENTIAL ZONES IN NEIGHBORHOOD

Single-Family Residential Neighborhood (R1N)

The Single-Family Residential Neighborhood (R1N) Zone applies to those neighborhoods that are located between the Downtown Flagstaff Historic District and outlying areas of more recent suburban development. The R1N zone, therefore, helps to maintain and enhance the historic character, scale, and architectural integrity of the downtown and surrounding area. Single-family residential development is the primary use type. This Zone is intended to preserve and build upon the existing development patterns inherent to Flagstaff's oldest neighborhoods. New development, renovations, and additions should, therefore, be in character and scale with the existing architectural characteristics of this Zone.

USES PERMITTED

Public and private schools, home day care, most institutional residential uses (with CUP), most residential uses, minor public services, hospitals (with CUP), neighborhood meeting facilities

USES NOT PERMITTED

Multi-family residential, live-work, trade schools, manufactured homes, retail trades, room and board facility

Density Range = 2 – 14 du/ac

Maximum Building Height = 35'

High Density Residential (HR)

The High Density Residential (HR) Zone applies to areas of the City appropriate for medium to high density multiple-family residential development. This Zone is intended to provide an environment having maximum living amenities on-site while providing affordable housing, residential design flexibility, more efficient use of open space, and better separation of pedestrian and vehicular traffic. This Zone allows affordable and planned residential development that allow for higher densities.

USES PERMITTED

Public and private schools, neighborhood meeting facilities, most residential uses, institutional residential uses (with CUP), live-work (with CUP), offices (with CUP), room and board facility (with CUP), minor public services, neighborhood markets (with CUP)

USES NOT PERMITTED

Manufactured homes, retail trades, trade schools

Density Range = 13 – 29 du/ac

Maximum Building Height = 60'

Manufactured Housing (MH)

The Manufactured Housing (MH) Zone is applied to areas of the City appropriate for orderly planned development of manufactured housing parks and subdivisions to accommodate manufactured houses. This Zone also accommodates conventionally framed or constructed single-family residences secondarily and accessory uses as are related or incidental to the primary use and not detrimental to the residential environment.

USES PERMITTED

Public and private schools, neighborhood meeting facilities, day care, institutional residential (with CUP), minor public services, room and board facility (with CUP)

USES NOT PERMITTED

Multi-family buildings, two-family dwellings, retail trades, live-work, trade schools

Maximum Density = 11 du/ac

Maximum Building Height = 30'

COMMERCIAL ZONES IN NEIGHBORHOOD

Commercial Service (CS)

The Commercial Service (CS) Zone applies to areas of the City appropriate for those service industries and support activities necessary to maintain viable commercial retail trade centers. The development of residential uses in addition to commercial uses is encouraged in this Zone, provided that residential uses are located above or behind the primary commercial service use.

USES PERMITTED

Mini-storage, truck yards, incidental manufacturing, regional meeting facility, public/private/trade schools, most residential uses, institutional residential, live-work, room and board facility (with CUP), bars, all retail trades, general service, office, hospital (with CUP), minor public services, parking lots and garages, most auto services and sales

USES NOT PERMITTED

Warehousing, research and development, impound yard, commercial recreation facility, single-family homes, retail/service drive-thru, lodging, major public services, car washes

Gross Density = 13 du/ac

Maximum Building Height = 60'

Setbacks = 15' minimum side/rear setback when adjacent to residential

Highway Commercial (HC)

The Highway Commercial (HC) Zone applies to areas of the City appropriate for a full range of automobile-oriented services. The development of commercial uses in addition to residential uses is encouraged in the HC Zone to provide diversity in housing choices, provided that residential uses are located above or behind commercial buildings so that they are buffered from adjoining highway corridors. The provisions of this Zone are also intended to provide for convenient, controlled access and parking, without increasing traffic burdens upon the adjacent streets and highways. This Zone is designated primarily at the commercial corridors of the City, with the intention of making the City more attractive as a tourist destination while providing needed commercial activity.

USES PERMITTED

Research and development (with CUP), impound yard, warehousing, mini-storage (with CUP), incidental manufacturing, all recreation, all education, all assembly, all residential and institutional residential, all retail trade and services, garages and parking lots, all auto vehicle sales and services

USES NOT PERMITTED

Single-family residential, major public services, passenger transportation facility, various industrial uses

Gross Density = 13 du/ac

Maximum Building Height = 60'

Setbacks = 15' minimum side/rear setback when adjacent to residential

APPENDIX 4 – MILTON ROAD MICROSIMULATIONS

The Flagstaff Metropolitan Planning Organization (FMPO) has been working on operational microsimulations of alternatives for improving access and reducing congestion on the Milton Road and Route 66 corridors adjacent to the La Plaza Vieja neighborhood as part of the effort to update the Regional Transportation Plan. The recommendations of the evaluation are still pending. The results of the study will inform a future corridor study that aligns operational treatments with preferred land uses and urban design. The final study can be referenced at a later date for a full performance evaluation of the scenarios discussed in this appendix.

The microsimulations bundled together improvements along Milton Road, Route 66 and related cross streets and backage roads into varied packages of treatments. Treatments included intersection improvements, pedestrian crossings, and new network connections. The treatments were tested against today's conditions and future conditions represented by a 20% growth rate in the corridor. Improvements included widening of Milton Road, extensions of either Clay Avenue or the potential McCracken Street Extension and a traffic signal at Blackbird Roost among others. Clay Avenue extension was looked at in early iterations for its potential outcomes but was dropped from future bundles after a consensus was reached that the McCracken Street extension could carry the same volume and would better meet the goals and policies developed for the neighborhood Specific Plan.

Three final bundles will be constructed of the most effective treatments and add alternative transit services as well. The operational performance including traffic delay, queue lengths, transit frequency, distance between pedestrian crossings and more will be reported on. A general assessment of land use policy alignment and relative cost will also be provided.

One bundle will be more urban in nature. It will include the McCracken Street Extension, a fully signalized intersection connecting Blackbird Roost and Metz Walk, a full system of backage roads on the east and west side of Milton Road, and increased connectivity across Milton Road. Preliminary results for this bundle showed higher traffic through the La Plaza Vieja neighborhood than other alternatives and more congestion on Milton Road as a result of increased delay at the intersection of Clay Avenue, Butler Avenue and Milton Road.

Another bundle will be more suburban and include six lanes for vehicle travel on Milton Road and major improvements to Humphreys and Route 66 intersection. Widening Milton underneath the BNSF bridge was not modeled at this time, because it is difficult to predict when bridge replacement that would allow for six lanes will be possible. The third lane on the northbound side of the road instead makes a right turn into the Southside neighborhood on Phoenix Avenue. Preliminary results for this model show that these changes allow for all traffic increases to be handles through the arterial network and congestion would improve.

The final hybrid bundle will include partially widening Milton Road to allow for six lanes between Riordan Road and the BNSF bridge, bus rapid transit improvements, increased connectivity and backage roads. Like the more suburban bundle, the third lane on the northbound side of the road makes a right turn into the Southside neighborhood on Phoenix Avenue. Preliminary results for this model are not yet available. See the final study for more information.

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La Plaza Vieja Neighborhood

NEIGHBORHOOD SPECIFIC PLAN – PUBLIC HEARING DRAFT

OCTOBER 1, 2015

FLAGSTAFF, ARIZONA

OCTOBER 1, 2015

The La Plaza Vieja Neighborhood Specific Plan (Specific Plan or Plan) is a planning document that serves as a roadmap to implement the community's vision. This Plan is not intended to require or preclude any particular action and does not provide specific criteria. Development criteria and standards are located in other documents, such as the Flagstaff Zoning Code (Zoning Code).

This Plan should be viewed as a guide to better understand the community's future vision for the area. The goals, policies, maps, and illustrations within the Plan do not preclude any property owner from exercising their private development rights.

ACKNOWLEDGMENTS

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PREFACE

La Plaza Vieja is a neighborhood of single-family homes and a mixed-use activity center. The planning area has examples of historic homes and neighborhood streets, parks, multi-family apartments, and automotive, tourism, and service-oriented businesses. Many of the commercial uses currently south of Clay Avenue are lower intensity than typical given its proximity to one of the busiest commercial intersections in town. These factors illustrate that La Plaza Vieja is on the verge of a period of reinvestment. The Specific Plan for the La Plaza Vieja neighborhood is designed to help ensure that as reinvestment occurs, La Plaza Vieja's culture, history, and values are recognized and residents benefit from it.

People desire to live in a safe, attractive, and welcoming neighborhood. Great cities, and the neighborhoods within them, don't just happen. As cities constantly grow and change, we can work to ensure positive changes through good planning. Neighborhood plans provide a means for residents to:

- Identify, preserve, and build on the positive qualities of their neighborhoods;
- Add sense of place, culture, and history;
- Acknowledge and mend existing issues or problems; and,
- Set goals and priorities that will shape the future of the neighborhood.

The first goal for Growth and Land Use in the *Flagstaff Regional Plan 2030 (FRP30)* is "Invest in existing neighborhoods and activity centers for the purpose of developing complete and connected places." **The intent of the La Plaza Vieja Neighborhood Specific Plan is to provide a clear and comprehensive guide for compatible reinvestment that preserves and enhances the neighborhood character** through encouraging:

- Preservation and restoration of historic buildings;
- Quality urban design;
- Enhanced connections between the corridors, activity centers, and the neighborhood; and
- Improved access to services and jobs.

City staff and the Board of La Plaza Vieja Neighborhood Association (LPVNA) have created this Plan together in order to capture the neighborhood's historical and cultural identity, and address threats and opportunities in its present and future. The Plan includes goals and policies for City government and LPVNA, and implementation strategies that have the potential to be funded in the next 20 years. This Plan is a tool for all partners to accomplish a shared vision for the community and the built environment.

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INTRODUCTION

Flagstaff is a northern Arizona city of approximately 65,000 people at an elevation of 7,000 feet. The climate, environment, and architecture draw influences from the Colorado Plateau tradition with a history steeped in lumber, sheep, and cattle. Indigenous settlers were attracted to the region and settled here because of the abundant wildlife and availability of water. Later, La Plaza Vieja developed around a naturally occurring spring named “Old Town Spring,” which still runs today. The goal of this document is to produce a Specific Plan for La Plaza Vieja and the surrounding area which defines future urban patterns identified by the **Flagstaff Regional Plan 2030 (FRP30)** and the community itself, expressed through goals and policies, maps, illustrations, and strategies.

The La Plaza Vieja Neighborhood Specific Plan is desired for three main reasons:

LOCATION—The proximity of the historic community to Flagstaff’s downtown area and the Northern Arizona University campus attracts residents and businesses seeking a central and walkable location;

CONNECTION—Residents of La Plaza Vieja “feel cutoff” from the rest of Flagstaff due to the railroad tracks bisecting the neighborhood to the north, as well as the main arterials of Route 66 and Milton Road creating a psychological and physical barrier into and out of the neighborhood. Efforts to reconnect La Plaza Vieja to the adjacent areas will inject new life and economic opportunities into the community; and

SENSE OF IDENTITY—The residents and businesses express a desire to remain a “neighborhood” in the true sense of the word—a friendly, culturally diverse place for all ages to live, work, and enjoy life.

The planning process included a core planning team that guided multiple public meetings with LPVNA and stakeholders. The community meetings identified challenges, opportunities, goals, and projects to implement the Plan. City divisions and other agencies helped develop the feasibility studies and policies to implement the community’s goals (see the Public Participation Plan on the project website for more details).

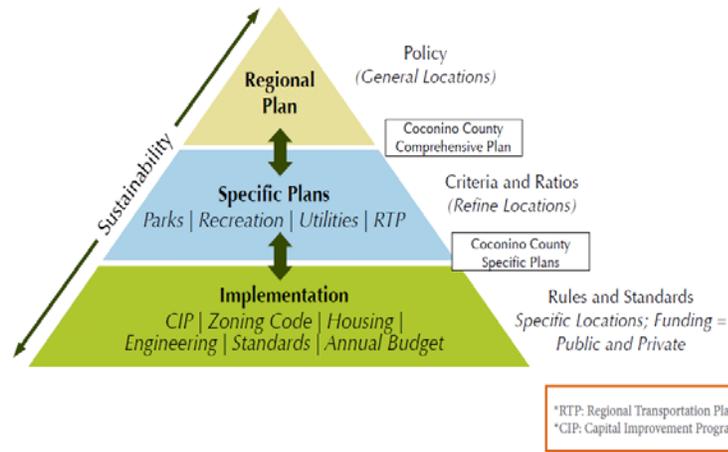
VISION STATEMENT

Historical La Plaza Vieja will be a safe neighborhood which respects and preserves the cultural dignity of the neighborhood.

*La Plaza Vieja enhances growth and development by: **maintaining the architectural language** of the existing buildings and environment; **preserving** a number of historical buildings; **infilling** vacant lots with appropriate buildings; **honoring** significant historical places, names, and persons; **enhancing** the community’s culture by promoting a diverse population, housing choices, and a community center for children and adults; **promoting local economic growth** that nurtures local businesses and employs neighborhood residents; and provides **safe and beautiful** streets for pedestrians, bicycles, and cars within the neighborhood and connecting to adjacent neighborhoods.*

A SPECIFIC PLAN

A Neighborhood Plan is a Specific Plan that provides a bridge between the strategic goals and policies in *FRP30*



and the site specific guidelines and standards of the Zoning Code, Engineering Design Standards and Specifications, and other City codes. Implementation strategies in the Specific Plan can be used to inform the Capital Improvement Program’s budgeting process and to plan for grant applications.

The document’s role in development review is similar to the *FRP30*. The Specific Plan only applies in discretionary decisions and does not impact existing entitlements. At

the same time, the Plan is also a vision for compatible reinvestment, and is a tool for all developments within the Plan boundaries to preserve and enhance the neighborhood character.

NEIGHBORHOOD HISTORY

La Plaza Vieja, “Old Town,” in the City of Flagstaff is located in northern Arizona near the southwestern edge of the Colorado Plateau, along the western side of the largest contiguous ponderosa pine forest in the continental United States. The history of La Plaza Vieja settlement begins with a mixture of events and people involved with the westward expansion of the railroad after the Mexican and Indian Wars.¹



Figure 2: Old Town Flagstaff, 1882

American Expansion and Influence upon the Settlement of Old Town

- 1846 - End of the Mexican War and signing of The Treaty of Guadalupe Hidalgo; Mexico confers territories between Texas and California to the United States.
- 1848 - The U.S. Congress began to explore the new territories, sending out various parties to find resources, make maps, and locate paths.
- 1849 - The discovery of gold in California adds fuel to the American expansion westward.
- 1853 - Army Lieutenant Amiel Weeks Whipple arrives in Flagstaff with survey crews in Antelope Spring.
- 1870s - After the Apaches had been driven out to southeastern Arizona, more Europeans began settling the area.

¹ The information in this section is based on a 2015 Report on historical Context prepared by Annie Lutes. Historical information was also taken in part from “The Story of Flagstaff,” with permission by authors - Richard and Sherry Mangum.

EARLY HISTORY OF LA PLAZA VIEJA COMMUNITY SETTLEMENT

La Plaza Vieja centered on a water spring and wagon road that was once well-traveled by emigrants going to California. Between 1857 and 1860, these travelers began to settle in the area because the beautiful landscape was rich in resources of grasslands, water, timber, and game. Eventually, sheep and cattle ranchers drawn to the area established ranches. The first permanent settlement was built in 1876, when Thomas F. McMillan built a cabin at the base of what is now called Observatory Mesa (or Mars Hill). In 1880, the Atlantic and Pacific Railroad began to lay track westward from Albuquerque and a settlement began to take shape by a small spring on the slope of Mars Hill—the location of the current La Plaza Vieja neighborhood. The small settlement underwent several name changes beginning with Antelope Spring, then Flagstaff, and finally Old Town after the establishment of a new “town” one half-mile east.

In early 1881, entrepreneurial merchants built businesses along the future railroad for the advance parties of lumber workers who were coming to grade and cut ties in the abundant ponderosa forest. By fall of 1881, Flagstaff boasted a population of 200 and swiftly became a wild railroad town filled with saloons, dance halls, and gambling houses. With the arrival of the Atlantic and Pacific Railroad (now the Burlington Northern Santa Fe Railway) in August 1, 1882, Old Town consisted of ten buildings and became an established stop for water. Sheep ranchers used the railroad to transport wool, and cattle ranchers, drawn by the prospect of free or inexpensive land, could now affordably ship their beef to the eastern market.

In advance of completion of the railroad track and subsequent arrival of the train, businessmen such as E. E. Ayers constructed Flagstaff’s largest lumber mill and began shipping lumber within days after the rails arrived. By winter 1882, Flagstaff was a firmly established town with railroad, livestock, and lumber industries, as well as supporting service industries of merchants, cafes, hotels, and saloons to serve the sheepherders, cowboys, lumberjacks, and train travelers.

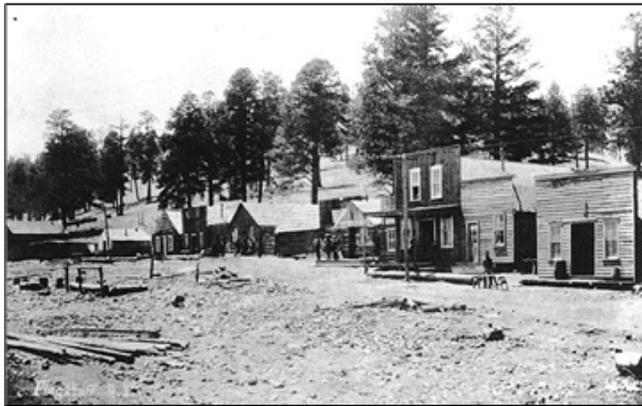


Figure 3: Atlantic and Pacific Railroad Depot

In the early 1880s, the area north of the railroad right-of-way along West Coconino Avenue had served as Flagstaff’s first commercial row. As these early entrepreneurs tended to live near their businesses, residences were constructed here as well, primarily in the areas north (behind) the south-facing businesses (Cline 1976). With the establishment of the Ayer Lumber Company around the same time, Old Town was set to develop as a center of commerce for the area.

In 1883, the railroad moved their depot about a half-mile east of the Flagstaff settlement so their trains didn’t have to start up on the steep hillside. Local merchants followed the train depot, building a strip of shops, saloons, and hotels along what became known as Front Street. When a post office was established near the new train depot, the settlement assumed the name of “Flagstaff.” As a result, Flagstaff became two settlements: the original site called “Old Town” and the site near the new depot named “New Town.” Old Town had water, but New Town continued to grow with commerce and soon outgrew the older settlement. A catastrophic fire in 1884 practically wiped out all of Old Town, creating a new slate for growth. The mill escaped the devastation and continued to operate, and, combined with the permanent relocation of Flagstaff’s business district with the railroad depot, the void left in Old Town was quickly filled by new homes. With the establishment of the Arizona

Introduction

Lumber and Timber Company (AL&T) by 1890, the Old Town area would begin to evolve into La Plaza Vieja, a diverse community of the working middle class that would foster the economic and social growth of Flagstaff.

By the early 1890s, Flagstaff's population reached 1,500 and it became the seat of the newly created Coconino County. In the early days water was provided from the Old Town spring and other small area springs, but there was



Figure 4: Old Town Spring Marker

not enough supply to fight several large fires that took a hefty toll. A logical solution was to tap the springs in the San Francisco Peaks, but the cost and logistics were not feasible. After a petition was circulated among the citizens, on May 26, 1894, by action of the Coconino County Board of Supervisors, Flagstaff became an incorporated town. This allowed for the sale of municipal bonds to pay for the water project. Lumber quickly grew into the main industry creating local wealthy entrepreneurs, notably lumber magnate Michael Riordan. Three brothers by the names of Michael, Tim, and Denis Riordan formed the Arizona Lumber and Timber Company. Though Denis would soon move on to California, Michael and Tim would remain in the community making essential contributions to Flagstaff's development, including bringing electricity and building nearby Lake Mary, a reservoir servicing the city. In the late 1800s, the lumber mills operating in Flagstaff were the Saginaw Mill, located at Holiday Inn's current location; the Southwest Mill, at its present location; the Babbitt Mill, a small mill operation on the site of the Town and Country Motel; as well as the Arizona Lumber and Timber Company, located on West Coconino Avenue.

As a result of the various industrial developments that occurred during the 1880s, Flagstaff possessed a diverse cultural and ethnic composition by the late nineteenth and early twentieth centuries. The end of World War I revealed a Flagstaff Townsite developed into distinct socioeconomic and ethnic areas with the neighborhoods north of Santa Fe Avenue housing the working and middle class Anglo families. The areas north and south of the railroad right-of-way in the original Flagstaff Townsite (the northern portions of La Plaza Vieja) had developed into a community of primarily New Mexican families, with a few Mexican and Basque immigrants as well. This diverse cultural element represents an important characteristic of Flagstaff's heritage.

LA PLAZA VIEJA COMMUNITY IN THE 20TH CENTURY

The Old Town settlement on either side of the railroad tracks became a neighborhood of principally Hispanic families of New Mexico origin. A sizable population of Mexican immigrants was residing in Flagstaff by 1920, as well as a Basque colony—primarily brought to Flagstaff by the sheep trade.

The Hispanic population and its influence upon Flagstaff is well documented. In the 1920 United States Census, of the 784 families in Flagstaff, 245 families, or 30%, were Hispanic. With only two exceptions, all of the Hispanic families resided in the Southside or Old Town areas of Flagstaff. Today, Old Town, or La Plaza Vieja, faces the challenges of older housing stock, many without owner-occupants to care for them, along with an aging infrastructure and rising land costs, which make infill and redevelopment challenging. The families that still own and live in their homes are active community members, desiring the close-knit "family" and neighborhoods of the twentieth century—one of community festivals, Mexican-American cultural gatherings, and interactive neighbors.

One of the earliest La Plaza Vieja families to come to Flagstaff from New Mexico was the Castillo family. Coming to the area in the 1890s, Senin and Genoeba Castillo had four sons in the sheepherding industry. Building their family

home at 415 West Tucson Avenue in 1911, Castillo later built a rental home behind the main residence around 1925. The year 1911 also marked Nicholas Baca making his residence at 504 West Tucson Avenue. Baca had traveled from New Mexico in 1905 to become a successful sheep raiser in the Flagstaff area. Also residing in La Plaza Vieja were other families with New Mexican heritage including: Paul Rodriguez, Francisco Gallardo, Abencio Anaya, Andres Chavez, Santiago J. Nuanez, Ambrosio Armijo, Manuel Velasco, Francisco Saiz, Rafael Samora, Benigno Trujillo, and Francisco Gurule (Woodward Architectural Group 1993).



The lumber mills brought many workers to Flagstaff, including a sizeable Mexican population, who first settled in “Los Chantes” or Shantytown, where the current Safeway shopping center on Plaza Road stands. The population of Mexican immigrants in La Plaza Vieja for the first half of the twentieth century depended largely on the employment needs of the AT&L Company. The Great Depression hit this community and the company hard. Many Mexican immigrants in the

neighborhood and larger Flagstaff community returned to Mexico during the 1930s (Vance 1992). Other Mexican families then settled and built homes within the current La Plaza Vieja neighborhood, primarily along West Clay Avenue. One of these families was that of Juan Valdivia and his wife, Rosa, who emigrated from Mexico with their four children in 1908 and constructed a home at 802 West Clay Avenue (Woodward Architectural Group 1993). Many of the homes are still present today and belong to the same family many generations later.

Basque families, rather than living in boarding houses, resided in modest homes, sometimes constructed in a vernacular style inspired by the folk habitation of their homeland in the Pyrenees. While none of the residences in La Plaza Vieja appear to demonstrate this Basque tradition, there were Basque residents living in the neighborhood. One unique example may have been Leandro Archuleta, whose surname is traditionally linked to the Basque province of Guipuzcoa, representing a distinctly New Mexican Basque legacy going back to Juan de Oñate’s 1598 expedition (Pearce 1965). It is believed that Archuleta may have built the residence at 519 West Tombstone Avenue in 1912 (the other possibility is Manuel Velasco, whose last name is also Basque-derived). If Archuleta was the builder of this house, he represents both the Basque heritage and New Mexican legacy prominent in Flagstaff at the time. Maximo Jauregui, also of Basque heritage, was another longtime resident of the area, residing in a house he built in 1930 at 611 West Tombstone Avenue (Woodward Architectural Group 1993).

CHAPTER 1: SITE AND AREA ANALYSIS

General Vicinity: La Plaza Vieja is located in central Flagstaff, west of historic downtown, northwest of Northern Arizona University, and bound by the original Route 66. The Burlington Northern Santa Fe Railway (BNSF) bisects the neighborhood. This area includes 108.7 acres.

La Plaza Vieja falls within Marshall Elementary’s school boundaries, and Haven Montessori Charter School, a private preschool and charter elementary school, is located within the neighborhood itself. Middle school students attend Mount Elden Middle School, and high school students attend Flagstaff High School.

NEIGHBORHOOD BOUNDARIES

Map 1: Aerial of the La Plaza Vieja Neighborhood Showing the Specific Plan Boundary



Citizens and businesses involved in the planning process identified and defined their neighborhood boundaries. The group’s consensus of La Plaza Vieja boundaries are identified in Map 1 and generally described as follows: beginning at Milton Road and Route 66; north to West Coconino Avenue; west on West Coconino Avenue—including the properties on the north side of West Coconino Avenue; south across the railroad tracks and along property boundaries; east along West Chateau Drive to Blackbird Roost; south down Blackbird Roost—including the mobile home park on Blackbird Roost—to Route 66; and then east on West Route 66 to Milton Road. The north side of the railroad tracks used to be more accessible because there was no fencing and fewer trains per day. The homes along Coconino Avenue and Lower Coconino Avenue are still tied to the part of the neighborhood south of the tracks by social, familial, and cultural connections. The commercial areas along Route 66 and Milton Road have important modern and historic connections to the neighborhood. The businesses along the edge are frequented by neighborhood residents more than the businesses to the east and south of the neighborhood boundary, because the

arterial roads are a barrier for pedestrians to access other businesses for their day-to-day needs.

Surrounding Area Plans:

Not all of the listed plans are adopted by the City and they have varying degrees of regulatory authority. They are worth listing here because they all provide vision and direction in some way to the area surrounding La Plaza Vieja.

- 2005 Southside Master Plan
- Downtown Management Plan
- Woodlands Village Master Plan
- NAU Master Plan
- ADOT Route 66 Corridor Management Plan
- Townsite Historic District - Historic Overlay District
- Burlington Northern Santa Fe Railway (BNSF)—plans for a third rail and for an underpass for pedestrians and bicycles at Florence Street
- Rio de Flag Flood Control Project – Clay Avenue drainage improvements

SURROUNDING AREA

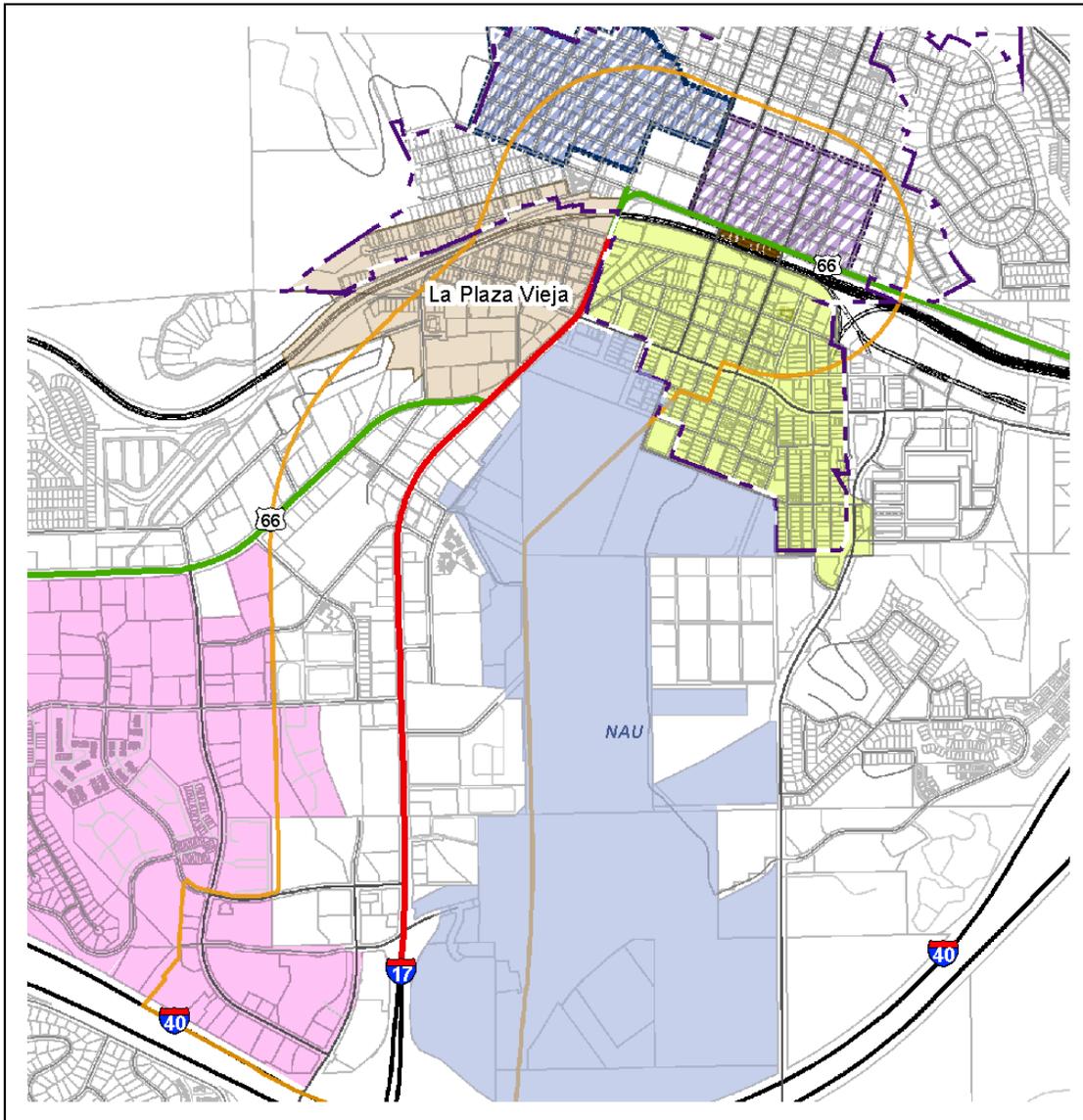
La Plaza Vieja’s central location relative to downtown Flagstaff (Downtown), Northern Arizona University (NAU), and the Southside neighborhood means that the surrounding area has been the subject of numerous plans and policies. All of these efforts have had different focuses and scope, but they all influence the physical, social, and economic characteristics of the La Plaza Vieja neighborhood.

The proximity of the railroad, South Milton Road, Route 66, and Northern Arizona University present obstacles for maintaining the integrity of La Plaza Vieja. Their influence has always been a part of the neighborhood’s history, and has consistently presented challenges. It is, therefore, essential that this Plan serve the entire neighborhood and the community-at-large. The staff and participants who worked on this Plan acknowledge that there are trade-offs inherent in this effort and that differing opinions may not be completely resolved. Some issues may require future studies to resolve differences and gather more information. Alternatively, they may be left out of the Plan so they can be addressed through a separate city-wide effort.

The effort to develop a Specific Plan for the La Plaza Vieja neighborhood is influenced by planning efforts of the surrounding neighborhoods, corridors, and areas. Transportation connections, land use regulations, and other City policies for these areas need to be compatible and at the same time be tailored to the specific needs of each area. The shaded areas on Map 2 already have an existing master plan, overlay zone, or area plan. Information about overlay zones can be found in the Zoning Code, whereas other items listed are stand-alone plans. The orange line represents a study of the Milton Corridor that has been proposed and is waiting for funding. The Regulating Plan Boundary determines whether property is subject to regulation by a form-based code for a Traditional Neighborhood Community Plan under the Zoning Code (see Land Use for more information).

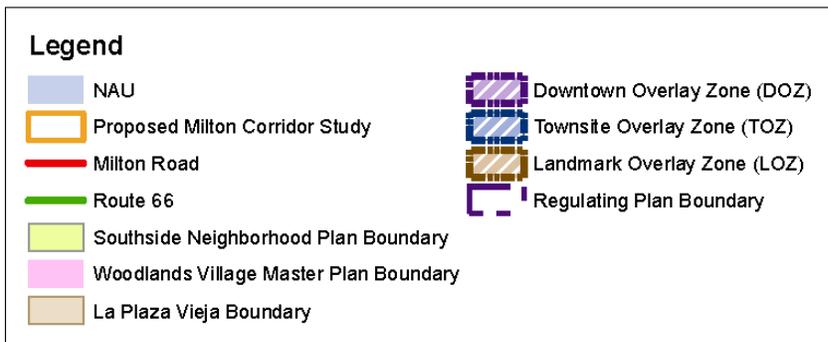
All of these area plans and overlay zones must work in concert to ensure the **Flagstaff Regional Plan 2030’s** goals of compact development, walkable communities, a healthy business environment, affordable housing, and a safe and efficient transportation system for all modes. South Milton Road and West Route 66 are major gateways into the City and are economic engines for the commercial and retail sectors of our economy. These areas provide housing and services that support NAU. Within this modern framework, the neighborhoods in and around the central business district are the foundation of neighborhood character and heritage preservation in our City. Holding these in balance is a responsibility of all planning efforts in this area of Flagstaff, not just the La Plaza Vieja Neighborhood Specific Plan.

Map 2: Surrounding Neighborhood, Corridor, and Master Plans



1:20,000

0 0.25 0.5 1 Miles



DEMOGRAPHICS AND HOUSING

QUICK FACTS

2010 Estimated
Population: 1,072¹

Population Change since
2000 Census: decreased by
12%²

Total Housing Units: 572¹

Average Household Size:
3.0¹

Renter Occupied: ~80%²

Owner Occupied: ~6%²

Vacant: ~14%³

Median Household Income
(family of four): \$31,549²

Neighborhood Area: 108.7
acres

Number of Businesses: 80

FOOTNOTES

1. These estimates are made based on extrapolation of data from three separate Census Blocks that overlap the neighborhood boundary; the West Village area, the residential core of Plaza Vieja, and the Townsite neighborhood north of the railroad.

2. These estimates are based on the population of Census Block 53452, which is the residential core of La Plaza Vieja. These estimates exclude data from West Village and the Townsite neighborhood.

La Plaza Vieja consists of approximately 572 housing units, which are characterized by a high ratio of renter-occupied housing to owner-occupied housing (4 to 1). The low average household income within the neighborhood could be attributed to a combination of retired older generation residents (most likely owner-occupied) and a high percentage of Northern Arizona University students. Census information also reports that a number of units do not have kitchen or bathroom facilities.

PEOPLE

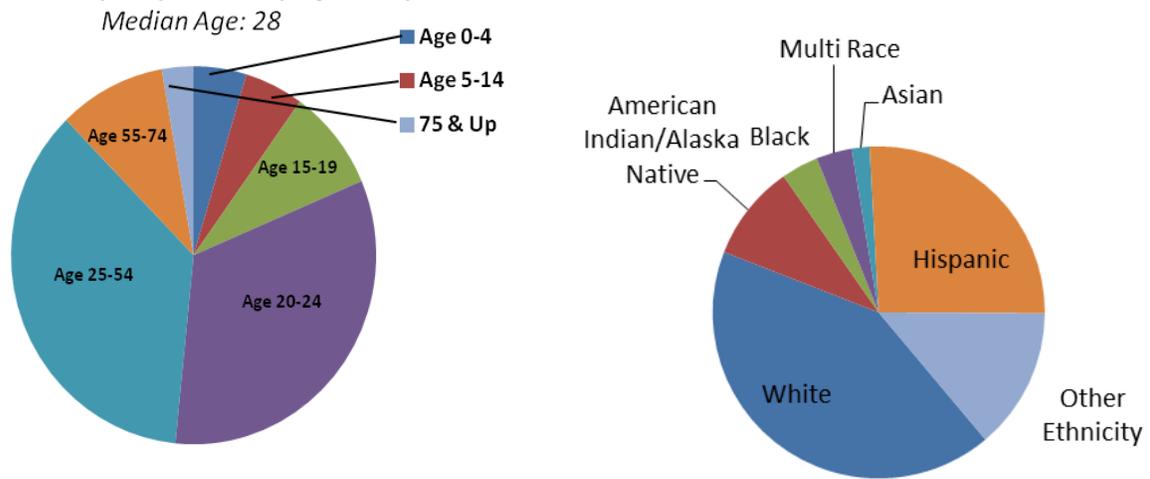


Figure 6: Kimberly Melchor (left) and Mr. Baca (right)

La Plaza Vieja has a higher percentage of Hispanic residents than Flagstaff as a whole. Within the Hispanic community, there is a mix of families that are new to Flagstaff who were drawn to the neighborhood for affordability, location, and cultural similarities, as well as families that have lived in the neighborhood for generations. Often, in the latter group, multiple generations have occupied the same residence. This network of cultural and family relationships is essential to maintaining La Plaza Vieja's character.

The demographics of La Plaza Vieja show a younger population (over 50% under 24 years old). The bulk of younger residents are likely renters, but a majority of homeowners are older residents.

Figure 8: Race and Ethnicity in La Plaza Vieja



Data was taken from Central La Plaza Vieja, giving it a rough estimate for entire neighborhood

MARKET ANALYSIS

According to the City’s records, there are approximately 80 businesses within La Plaza Vieja and the surrounding area. A number of these businesses could be home-based businesses, or businesses that no longer exist. Businesses have employees, customers, and vehicular access needs, from large delivery trucks to motorcycles. Customer parking currently does not cause conflicts, although there are infrequent reports of ballpark traffic that interferes with Clay Avenue businesses, and the distinction between Chateau Drive and Blackbird Roost business parking is unclear.

Table 1: Neighborhood Businesses by Street

Clay Avenue	Natural Grocers; Highland Country Inn; Haven Montessori Charter School; Canyon Explorations Expeditions; Shine & Clean Janitorial; Clay Avenue Car Wash
Malpais Lane	Dept. of Economic Security; College America; Smoketree Ranchers; McCracken Realty
Blackbird Roost	Aspen Landscape; Pro Clean; Eurogeek Motorsports; Vintage Off-Road; Rick’s Custom Cycles & Graphics; Ace Automotive; Route 66 Auto Body; Auto Rehab; Mountain Toppers Campers; University Roost Apartments; PLS Stone Masonry Inc.; Consolidated Investment
West Route 66	Batteries Plus; Ogden’s Cleaners; Cash Advance; Super 8 Motel/Conference Center; Barnes & Noble
Milton Road	Mike & Rhonda’s “The Place”; Golden Memories Antiques; Overdrive Printing Services; Summit Divers; Papa John’s Pizza; The “L” Motel; Canyon Inn; Jack-in-the-Box; Dairy Queen; Rodeway Inn; Northern Arizona Stone Creations
Coconino Avenue	Mountain Country Tools; Aspen Digital Printing; Northland Research Inc.

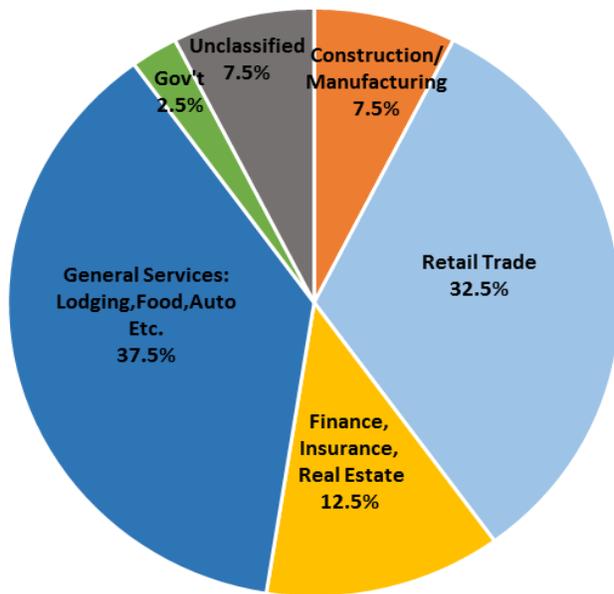


Figure 9: Business Types by Sector

The two largest business sectors in La Plaza Vieja are retail trade and general services, which include lodging, food/dining, and automotive and automotive service (see Figure 9). Other business types and subsectors in the area include finance, insurance, real estate, construction, small-scale manufacturing, government services, and some businesses that are listed as “unclassified.” There is a large quantity of home-based businesses and businesses for rental properties in the interior of La Plaza Vieja that do not have store fronts. A number of businesses have recently completed renovations or have been redeveloped, including Natural Grocers and College America. The largest business sector within the neighborhood is general services. The businesses located along Route 66 and the south end of Blackbird Roost and Milton Road are primarily fast food restaurants and diners, hotels, and automotive services, along with a few other household and

retail services. Due to flooding and the age of the structures, several of the Historic Route 66 motels have water damage or have suffered from lack of maintenance. The interior commercial areas of Blackbird Roost, Clay Avenue, Malpais Lane, and Coconino Avenue have a variety of retail, government services, construction, real estate, and insurance businesses. The existing diversity of uses defines the character of La Plaza Vieja as an established traditional mixed-use neighborhood.

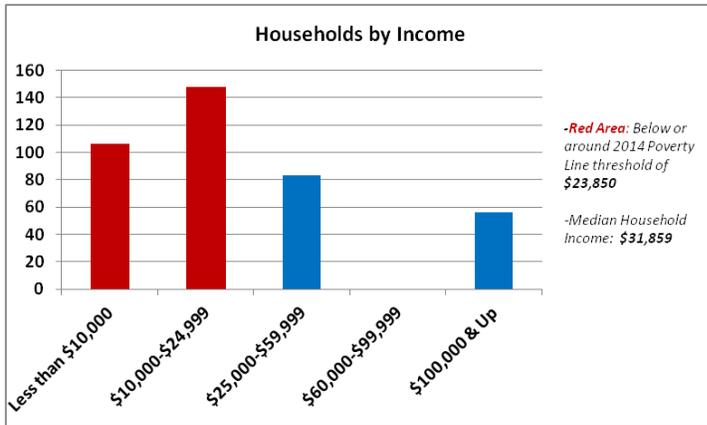
Most daily needs for residents are within a convenient walking distance from the neighborhood. Natural Grocers acts as the local grocery store due to its close proximity. Haven Montessori Charter School is located within La Plaza Vieja, providing a convenient walk for students attending. Other businesses easily accessed from the area include a variety of restaurants, fast food, automotive stores, general retail, and personal services. Although other retail and general services are within a quarter mile walking distance, pedestrians coming from La Plaza Vieja will sometimes have to cross either Milton Road or West Route 66. Crossing these roads can be frustrating and perceived as unsafe due to traffic congestion, lack of sidewalks or crosswalks, and poor maintenance of walkways. Making left turns into and out of the neighborhood except at Clay Avenue and Milton Road, which is a controlled intersection, can also be difficult for residents and customers (for more on walkability and traffic, please see Transportation). Therefore, businesses that depend on convenience as a factor to attract customers are less likely to use the interior commercial areas of La Plaza Vieja.

HOUSING

La Plaza Vieja has some of the oldest housing units in Flagstaff in varying conditions. For the 480 units within the neighborhood’s core Census block (53452), the owner-occupancy rate is 6% while the rental-occupancy rate is 80% (see Quick Facts - page 4). This data shows a 14% vacancy rate in these units in addition to vacant lots from buildings that were once demolished. This high vacancy rate was determined in 2010 during the Great Recession, when there were numerous foreclosures and the rental market was not as good. Current conditions indicate very

few homes and lots for sale in La Plaza Vieja at this time and few vacant homes. A 14% vacancy rate is historically unusual for La Plaza Vieja given its proximity to the university.

Table 2: La Plaza Vieja Households by Income



While its location would be ideal for the building of new homes, apartments, and affordable housing, the cost of land in this neighborhood has made it difficult to develop in the past. The medium income for a family of four in La Plaza Vieja is lower than the City of Flagstaff as a whole; \$31,549 and \$60,200 respectively (2010 Census). La Plaza Vieja would greatly benefit from more affordable housing. There are several open lots within this neighborhood, but they are on steep slopes or in the floodway and floodplain, they

need rezoning to allow the development of housing, or they border the train tracks and prove difficult to develop because of noise mitigation requirements if federal or state funding is utilized (a common occurrence in the creation of affordable housing).

La Plaza Vieja faces very unique housing challenges largely linked to its location and historic importance to Flagstaff. Much of the existing housing stock has had ownership passed down from generation to generation and is considered historic (over 50 years old), but the condition of the buildings is sometimes poor.

The other challenge faced by La Plaza Vieja is its proximity to the large rental market in Flagstaff that surrounds the Northern Arizona University campus. Most of the newly built housing is not for sale, but rather becomes rental units to fit the needs of the increasing number of students concentrated within this area of Flagstaff.

Over 50% of the population of La Plaza Vieja is under 24 years of age, and over half of that is between the ages of 20-24 (see Quick Facts – page 4). The proximity to Northern Arizona University’s campus has made La Plaza Vieja appealing to developers for future student-housing development. Although this type of development is enticing to developers, residents of La Plaza Vieja have voiced concerns about its negative potential impact on the preservation of this historic area and influence on the current community character.



Figure 10: Existing Home Built in 1920 and Infill Housing on Tombstone Avenue

HERITAGE RESOURCES

The styles of architecture represented in La Plaza Vieja are similar to those in other areas of Flagstaff that historically coincided with large-scale, national trends. In particular, these style movements included the national or vernacular folk tradition (1850–1930), the Craftsman bungalow (1905–1930), and the Minimal Traditional type (1935–1950) that became a popular design of post-World War II houses (McAlester 2013). Locally, these style trends appeared in La Plaza Vieja between ca. 1901 to ca. 1954.

In 1992, the portion of La Plaza Vieja south of the railroad tracks was inventoried for heritage resources as part of an application to the State of Arizona for a National Register Historic District. Based on information gathered at that time, 53 properties were inventoried as having historic potential; however, there may presently be additional buildings that qualify for a historic designation. Significant remodeling or alterations of the structures and lack of maintenance have contributed to the State Historic Preservation Office ruling that the area does not rise to the level of a historic district, when the area was proposed as part of the original Southside Historic District. However, that finding may not apply to individual properties or to smaller areas that could form districts. Since the 1992 inventory, some of the properties have been destroyed, some have been restored, and some further altered. Map 3 shows the location of the remaining structures that were part of the 1992 inventory and identifies other structures that may potentially be historic resources but need further evaluation.

Two areas of La Plaza Vieja stand out as residential streets with contiguous historic and compatible structures: Clay Avenue and Tucson Avenue. Both streets have at least one block where the majority of the structures have been inventoried and have historic integrity, but their condition is variable.



Figure 11: Malpais Facade Typical of Historic Cottages

The homes on Clay Avenue were moved from their original locations in the early 1950s and are the last remaining examples of AL&T workforce housing in the City. All built between 1892 and 1901, these residences are primarily national/vernacular cottages, designed with a T-shaped layout, intersecting gable roof with enclosed eaves, and weatherboard or clapboard siding. Stucco was applied to some of the residences. A few of these residences experienced alterations that added Craftsman-style details, such as exposed rafters, with California-style bungalow inspirations of offset entryways and stucco exteriors (McAlester 2013).

One of these AL&T company houses is an example of an early vernacular cottage, built around 1892. A basic house with simple form, it is a unique example of the “double-ell” cottage popular in other neighborhoods in Flagstaff at the end of the nineteenth century. The symmetrical front gables are separated by a shed-roofed porch between the modestly

styled ells (Woodward Architectural Group 1993). Another house unique in its design is the AL&T company house now at 907 West Clay Avenue. With its massed-plan layout, this box-shaped residence has a hipped pyramidal roof, demonstrating the pyramidal family of the national folk housing tradition (McAlester 2013).

Map 3: Historic Subdivisions and Buildings Previously Inventoried for Eligibility

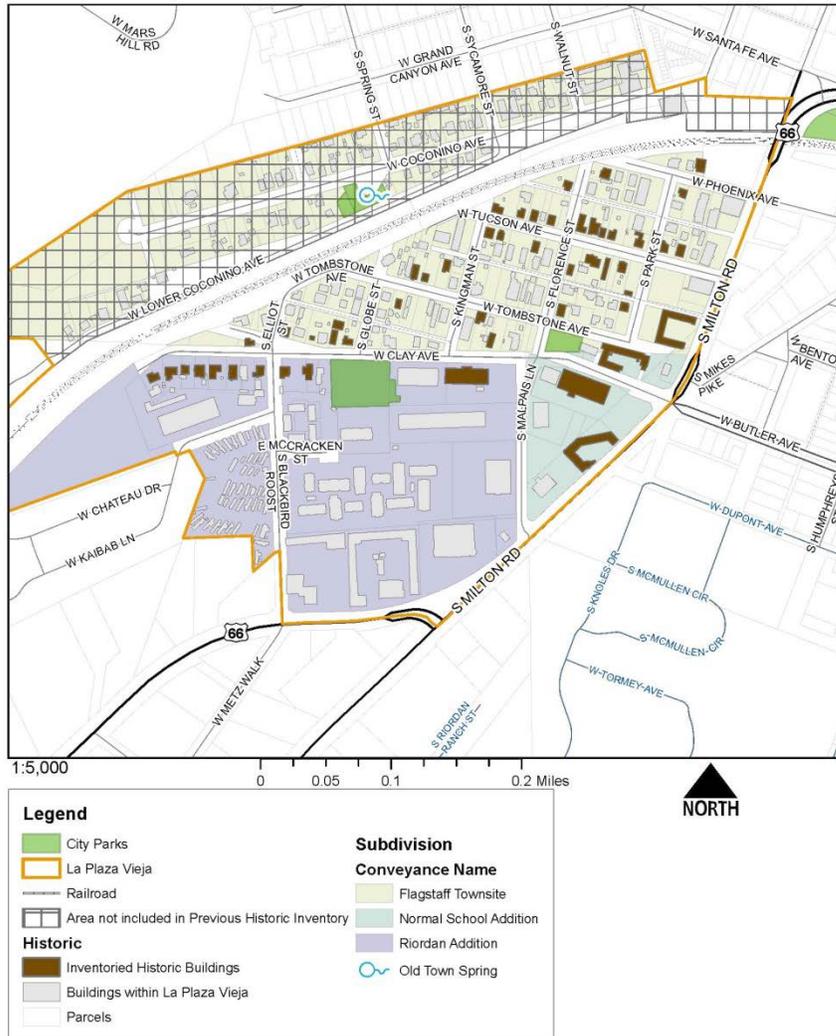
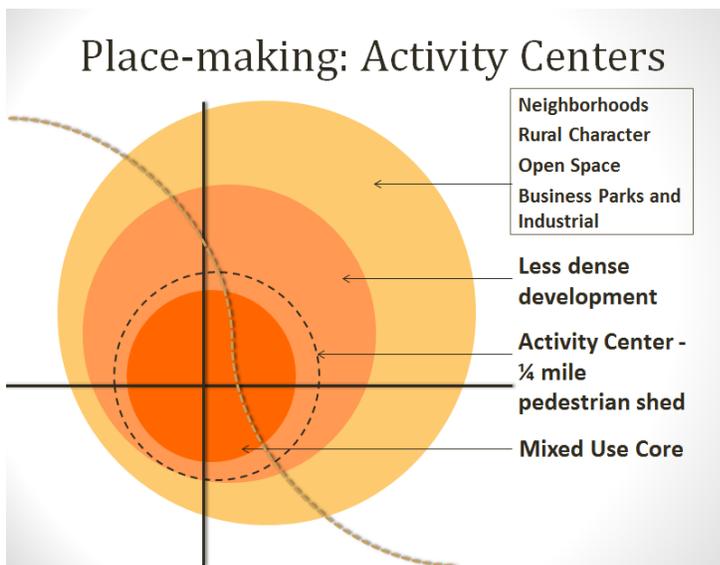


Figure 12: Adaptive Reuse of the Historic Armory on Clay Avenue

LAND USE

REGIONAL PLAN

La Plaza Vieja is an established mixed-use neighborhood. Existing land uses include commercial, residential, institutional, and parks. The diversity of land uses enhances the organic feel of a “neighborhood” in the interior of the area; however, the parcels that front Route 66 and South Milton Road are commercial and highway-oriented businesses, such as automotive, tourism, food, and hotel businesses. The part of the neighborhood north of Clay Avenue has a gridded street system and south of Clay Avenue there is a larger block road system.

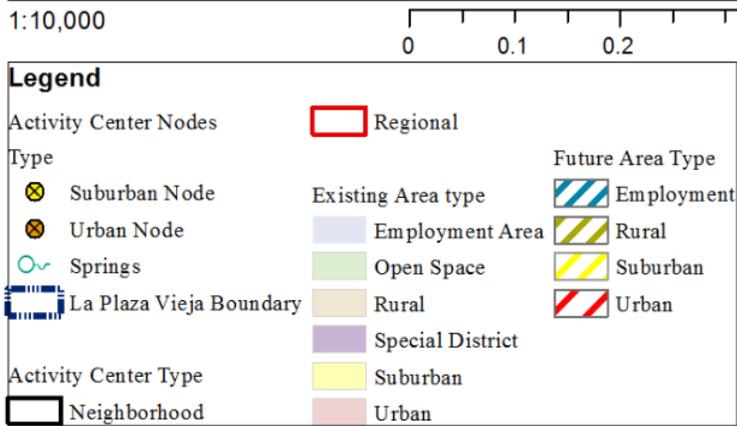
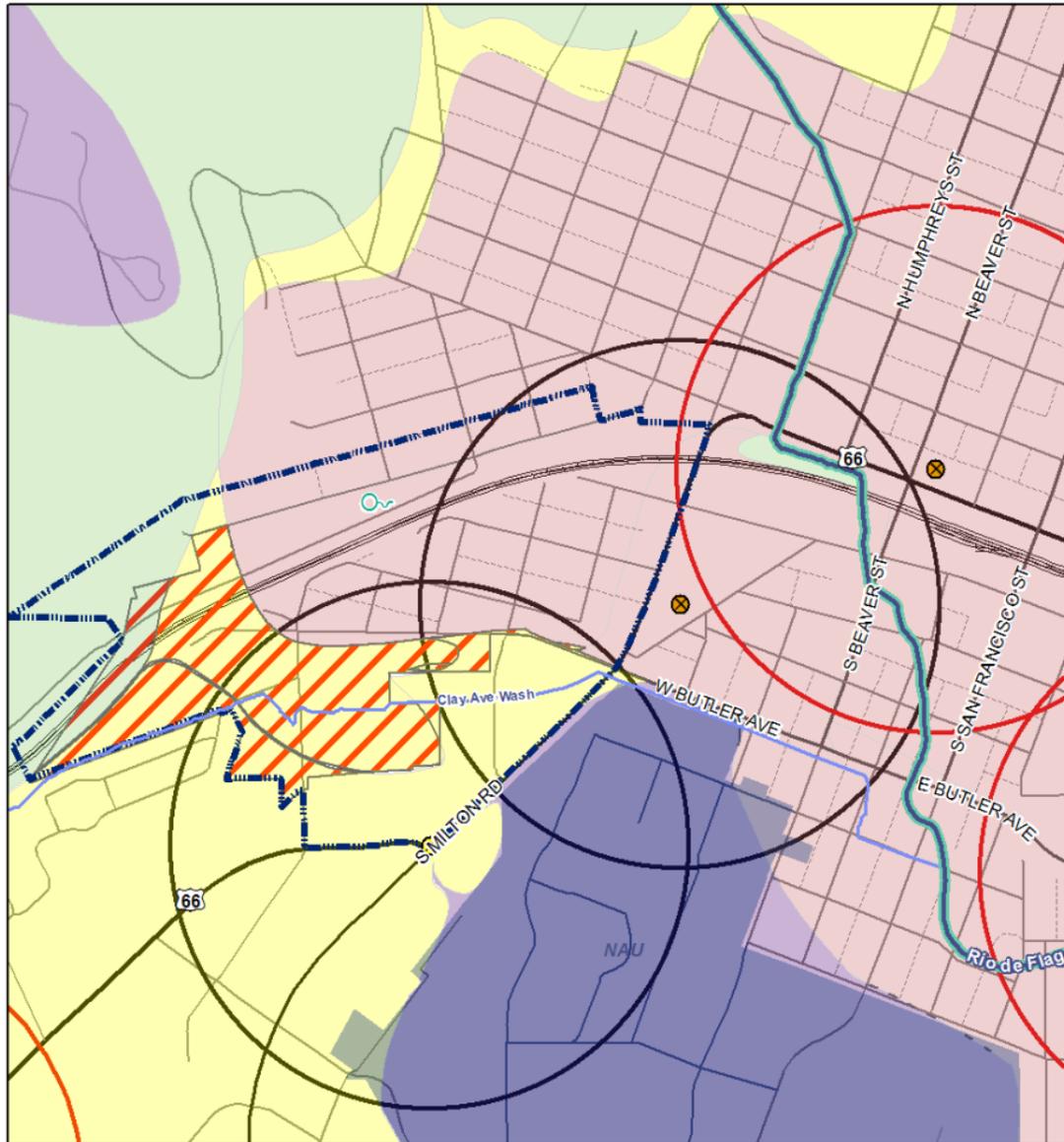


In the *FRP30*, two activity centers were identified adjacent to La Plaza Vieja. The proximity of these two environments allows for residents to be within walking distance of their daily needs. The current configuration of these land uses and connectivity between them, however, needs to be reexamined in order to meet the desired conditions of an activity center that provides a pedestrian-oriented environment. The corner of Butler Avenue and South Milton Road is identified in the Plan as a neighborhood-scale urban activity center, and the intersection of South Milton Road and West Route 66 is identified as a neighborhood-scale suburban activity center (see Map 4). Each activity center is made up of a commercial core that can be extended along corridors (South Milton Road and Route 66), and a pedestrian shed (the

circle). Within the commercial core and along corridors, mixed use and higher densities are encouraged and are expected to transition to the characteristics of the surrounding neighborhood within a quarter mile of the activity center (Figure 13). Almost all of La Plaza Vieja falls within a quarter mile of these activity centers, except for the western ends of Coconino Avenue and Lower Coconino Avenue.

The Future Growth Illustration in *FRP30* also identifies a future urban area type in the western half of Clay Avenue and along Blackbird Roost, which would transition into a more urban building form and street pattern as the area is redeveloped. These area types in the Regional Plan indicate that La Plaza Vieja has been identified as an area of the City that is expected to transition into a more urban place. Typically, this would be achieved by moving buildings closer to the street with more building frontage and lot coverage, and breaking up large suburban blocks into a smaller block size with public streets and possibly on-street parking. The transition to urban and mixed use is not intended to replace the distinctive neighborhood context or identity, but to identify areas where there is potential to meet the Regional Plan goals and policies. Achieving these goals within the context of La Plaza Vieja’s character is a major objective of the Specific Plan.

Map 4: Future Growth Illustration (from FRP30)



ZONING

The current zoning for La Plaza Vieja is primarily Single-Family Residential Neighborhood (R1N) and Highway Commercial (HC) Zoning. There are two areas with High Density Residential (HR) Zoning, one designated for Commercial Services (CS), and one Manufactured Housing (MH) (see Map 5).

R1N allows single-family attached and detached houses at a slightly higher density and with smaller setbacks than the R1 zone. It allows building heights up to 35 feet. Commercial uses except for home occupation are very limited in this zone. HR allows 13 to 29 units per acre and building heights up to 60 feet. MH allows up to 11 units per acre and building heights up to 30 feet. Residential densities in La Plaza Vieja are generally in line with what is allowed by current zoning; except for the Arrowhead Village Mobile Home Park on Blackbird Roost, which is higher density than what is allowed under current zoning. This mobile home park predated the Zoning Code (a nonconforming development) and is therefore able to operate at this density. However, the park cannot be expanded and many of the units are old enough that they cannot be moved to other mobile home parks in the City because of State laws. The ability to maintain safe and affordable housing is a City-wide concern and this property poses a complex challenge to achieving this goal in the La Plaza Vieja neighborhood.

HC is intended to promote a full range of automobile-oriented services and residential development above and behind commercial buildings. This zone permits the widest variety of commercial uses of any commercial zone. The zone allows small setbacks, a Floor Area Ratio (FAR)² of 3.0 (see Appendix 3 for explanation of FAR) and building heights up to 60 feet. Buildings over 60 feet in height can be approved with a conditional use permit (CUP). CS zoning is intended to promote service industries and support activities necessary to maintain viable commercial retail trade centers. It allows for residential development above and behind commercial buildings. CS zone allows small setbacks, a Floor Area Ratio of 2.0, and building heights up to 60 feet. Buildings over 60 feet in height can be approved with a conditional use permit. Residential uses located above commercial are not included in the allowed FAR or building heights for commercial zones.

Along Clay Avenue, the north side of the street is R1N and the south side is HC. The current uses on the south side of Clay Avenue are a grocery store, a school, an outfitter-guide business, a City park (that has not been rezoned), and a few single-family homes. All of these current uses are appropriately scaled for the neighborhood character. If they were redeveloped using most of their existing entitlements, the buildings and forms on the north and south sides of the street would be incongruous. For instance, the FAR of the Highway Commercial properties in La Plaza Vieja is currently 0.27, and in evidence there are very few two-story commercial buildings located in the

neighborhood. This means that generally about 25% of the lot is covered by existing buildings. The Zoning Code allows for approximately 45% of the neighborhood area to be developed up to a FAR of 3.0 (see Table 3).

Table 3: Current Density/Intensity and Build-out Potential by Zoning Category

Zone	Acres	Current Density/Intensity	Potential Build-out Density/Intensity
HC	23.2	0.27 FAR	3.0 FAR
CS	6.2	0.1 FAR	2.0 FAR
R1N	31.4	7.12 units per acre	2-14 units per acre
HR	2.5	12.8 units per acre	13-29 units per acre
MH	3.1	17 units per acre	11 units per acre

² Floor Area Ratio is a measure of intensity for non-residential buildings. It is the total useable area of the building divided by the gross area of the lot. See Appendix 2 for illustration of FAR.

Map 5: Zoning Map of Neighborhood and Surrounding Area

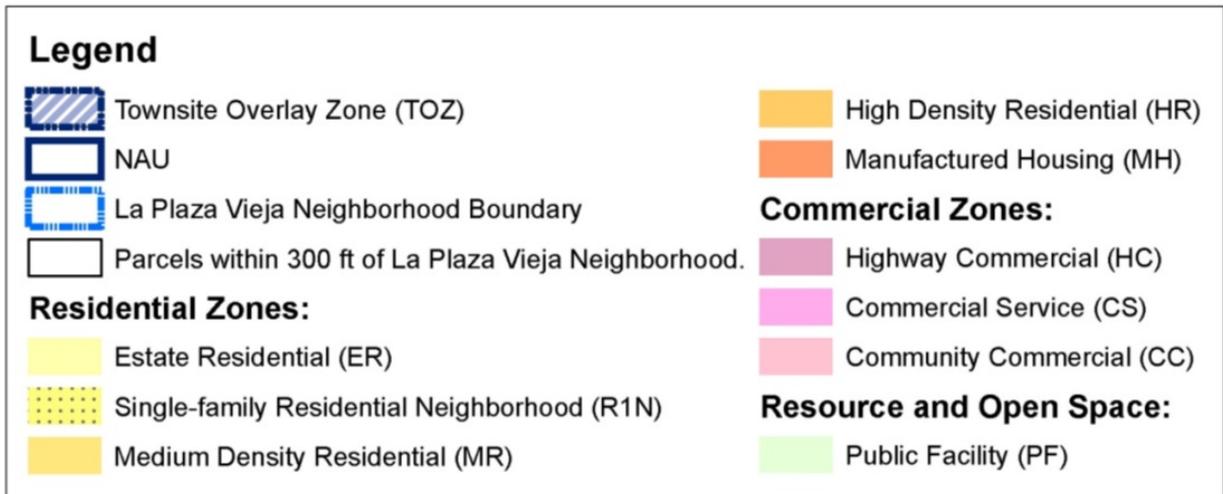
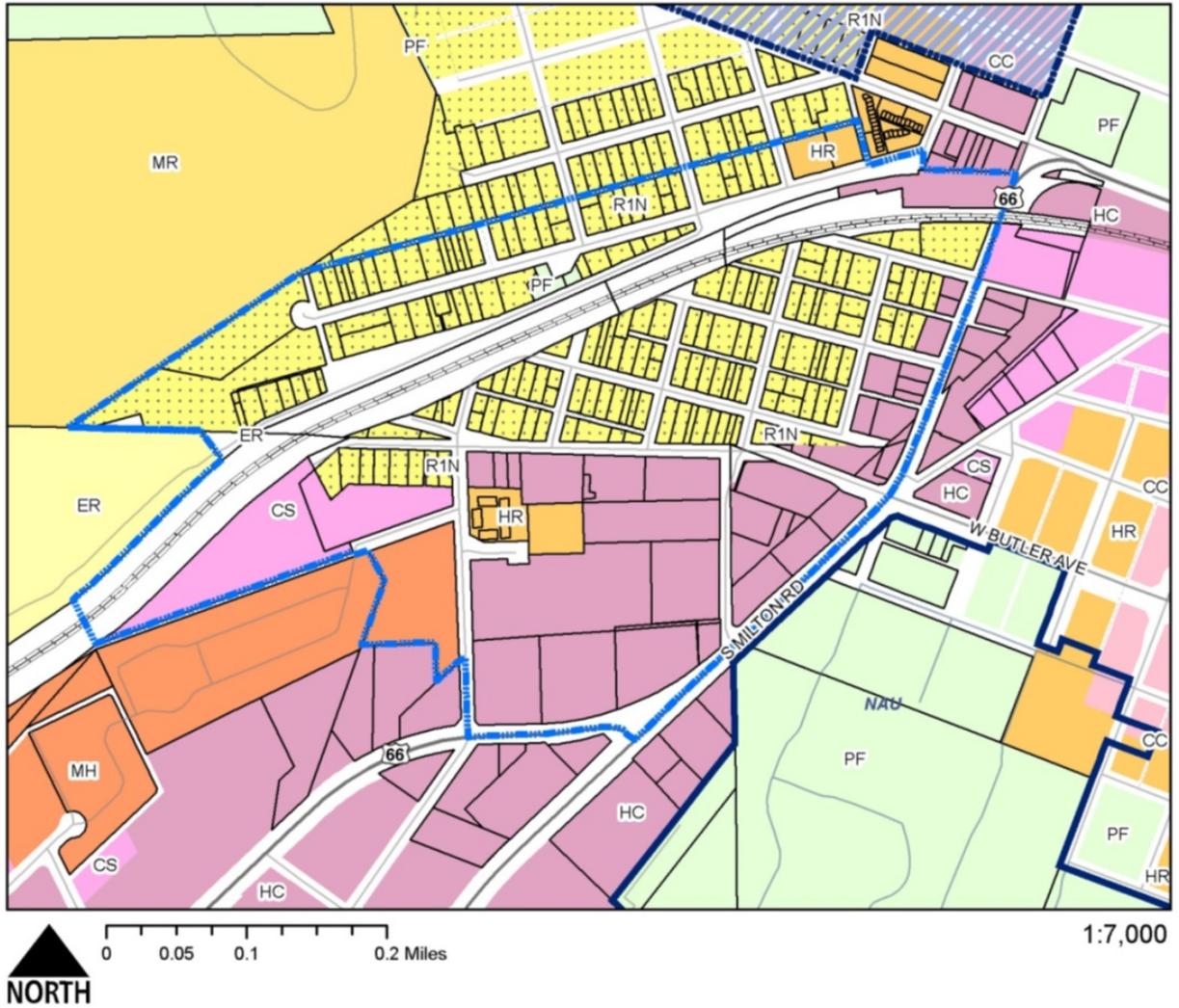




Figure 14: Illustration of Build-out Using Current Standards

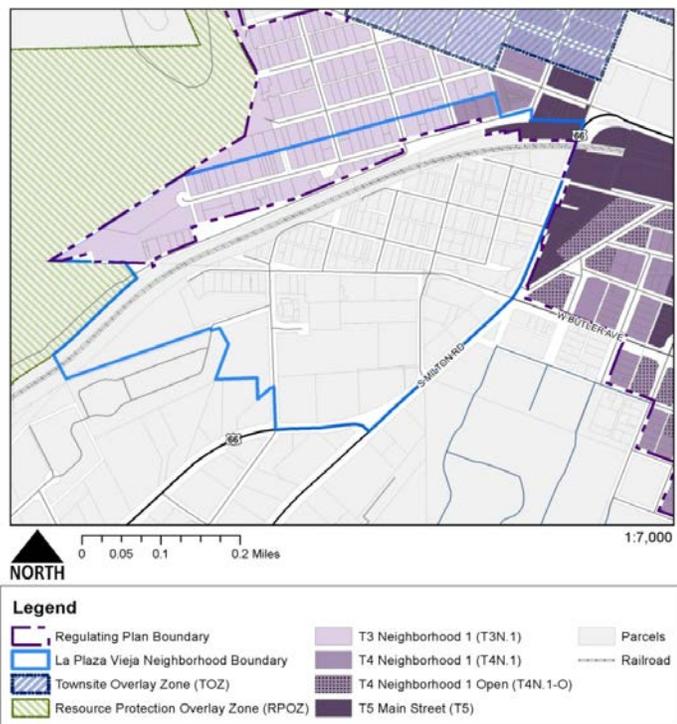
The potential twelvefold-increases in commercial area within La Plaza Vieja have been limited because of construction requirements within the 100-year floodplain (see Map 12). Once the larger Rio de Flag Flood Control Project is completed, the entire 100-year flood event would be confined to the underground culvert and channel, and this would allow for greater commercial and mixed-use intensities to be developed in La Plaza Vieja using existing entitlements. Figure 14 illustrates a development project that has maximized the HC zoning entitlements.

In 2011, the City of Flagstaff updated its Zoning Code and provided an option for some areas to use “traverse zones” for redevelopment projects. Traverse zones are part of a form-based code which focuses on the physical design of buildings on a property instead of uses. Each traverse zone has its own unique rules for physical design that address such issues as building placement, streetscape design, and setback requirements. The traverse zones apply to properties within the Regulating Plan Boundary. The part of La Plaza Vieja that is north of the tracks is within this boundary, which means that property owners who want to redevelop may elect³ to use a traverse zone rather than conventional (“non-traverse”) zoning.

Traverse zoning allows for smaller lot sizes, which can generally lead to increased density. However, the T3N.1 zone only allows for a limited number of residential building types and would not allow duplexes unless the use existed on the property prior to enactment of the Zoning Code. Traverse zoning more heavily regulates the layout and appearance of structures. For example, front porches are required in T3N.1 and accessory units and parking must be behind the primary structure.

³ Once a property uses traverse zoning for infill or redevelopment, it cannot use conventional zoning at a later time.

Map 6: Traverse Overlay Map of the Neighborhood



TRANSPORTATION

ROADS

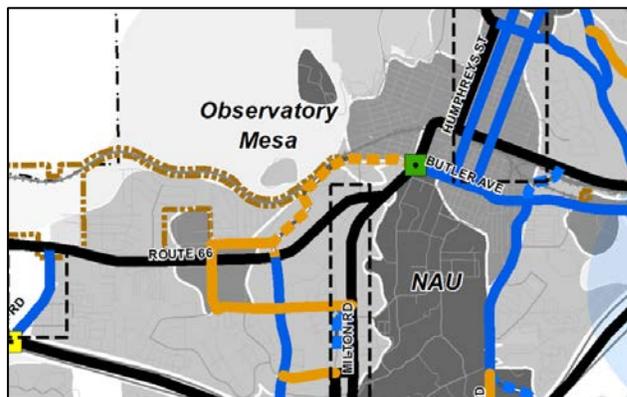
The existing road system in and around La Plaza Vieja consists of major arterials (South Milton Road and Route 66), minor collectors (Clay Avenue, Blackbird Roost), local neighborhood streets (i.e., Tombstone and Tucson Avenues), and alleys (see Map 8).

Both South Milton Road and West Route 66 are Arizona Department of Transportation (ADOT) jurisdictional roads, and the intersection is one of the most congested in Flagstaff. The congestion on these roads has impacted the ability of La Plaza Vieja residents to move in and out of the neighborhood on foot and by vehicle. Blackbird Roost and West Route 66 is not a signalized intersection but is frequently used in conjunction with Clay Avenue as a bypass when the intersection at Milton Road and West Route 66 is congested. This intersection is also frequently used as a pedestrian crossing by residents going to the pharmacy, shopping, restaurants, or grocery stores.

In the interior of La Plaza Vieja, road conditions have recently been improved by the water and sewer project funded by the 2010 tax collection ballot which also updated water and sewer lines (see Map 11). Through this project, neighborhood traffic circles were installed at three intersections to slow traffic cutting through La Plaza Vieja's residential areas. Traffic is consistent throughout the day, and is fairly light overall, except at peak hours. Therefore concerns have been raised about providing a safe crossing near the school and park for residents.

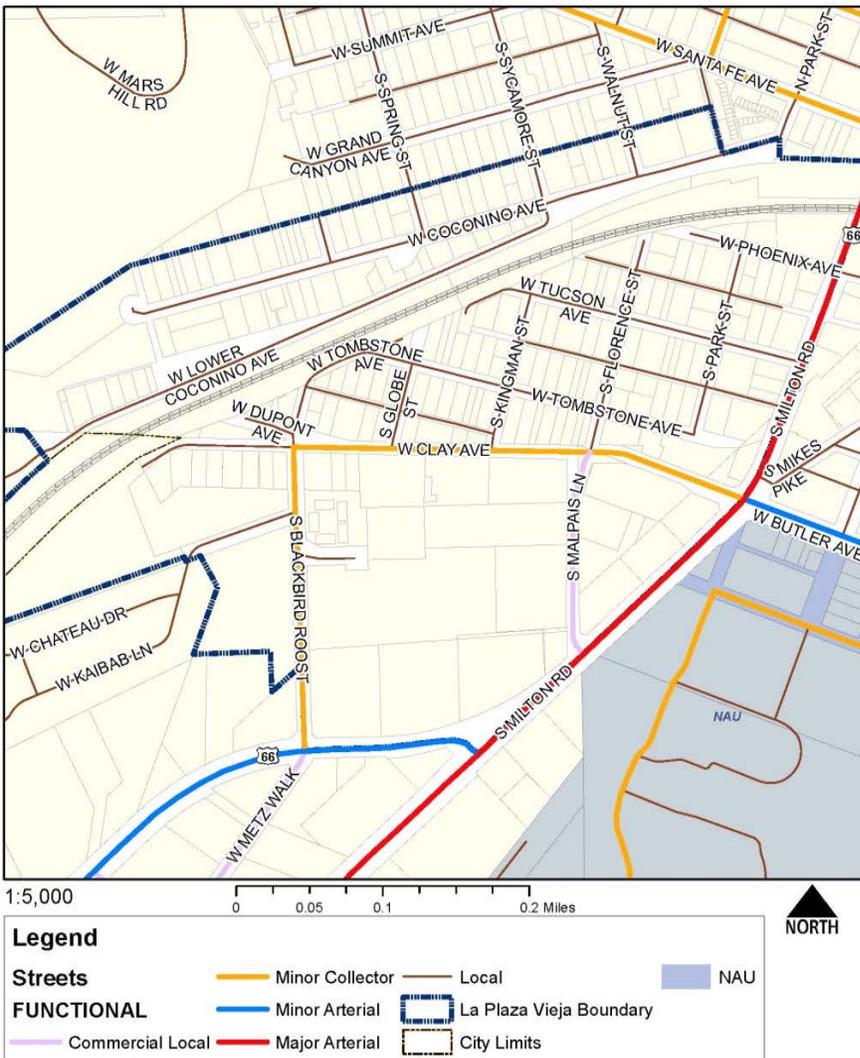
THE REGIONAL PLAN ROAD NETWORK

Because of the congestion issues and evidence of cut-through traffic, the Flagstaff Regional Transportation Plan and *FRP30* have proposed a road extension that connects the intersection of Butler Avenue and South Milton Road to Kaibab Lane and Woodlands Village Boulevard. The Flagstaff Metropolitan Planning Organization's Regional Transportation Plan identifies this as a conditional future road, which means that it needs further analysis before the City decides to pursue it or not. LPVNA has opposed this concept because they are concerned that the challenges for bicyclists and pedestrians on Milton Road and Route 66 would be extended further to the interior of the neighborhood by making this connection. In conjunction with a package of transportation improvements that are being considered on Milton Road, the FMPO conducted modeling of Clay Avenue. The modeling was inconclusive as to whether the extension would relieve congestion, but further study is needed to confirm whether or not the road would benefit the regional transportation system and if the traffic volumes that would be moved to Clay Avenue could be mitigated.



Map 7: Close-Up of Future Road Network (from *FRP30*)
Black roads denote Freeways; blue denotes Circulation; and orange denotes Access. Dashed lines are future roads.

Map 8: Road Functional Classification



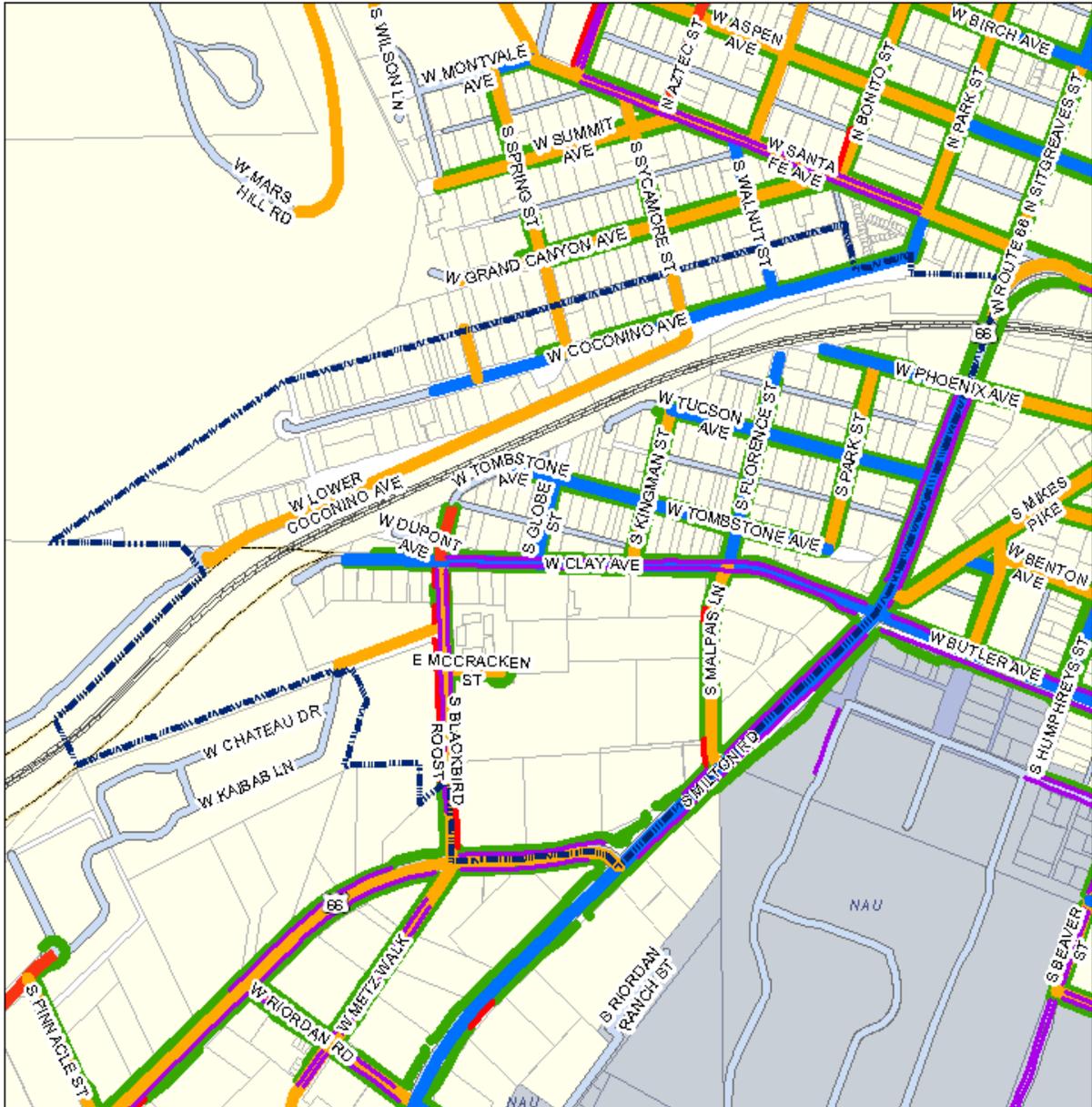
Streets throughout the City of Flagstaff are categorized into functional classifications: arterial, collector, and local. Arterials and collectors are further refined into categories of major and minor. Roads are grouped into classifications based on the type of access they provide and the nature of the traffic on them. An arterial serves cross-town and longer distance trips, has a faster speed, and should have more limited driveway access compared to a collector or local road.

Every functional classification of a street has a standard width and composition. A local road has 11 to 21 feet for travel lanes and parking on either side. Traffic volumes are low enough that bikes share the travel lanes with cars. With sidewalks, parkways, curb and gutter, the total width of a local street is

between 51 and 61 feet. Minor collectors carry more volume and allow travel at higher speeds and therefore have bike lanes that separate bicycle and vehicle traffic and do not allow on-street parking. They also have a shared turn lane that allows for vehicles making left turns to get out of the travel lane. Their standard width is 70 feet. Cross-sections of road can be wide when they allow for more than 5 feet of sidewalk or FUTS trails to run alongside the road.

The standard for alleys in Flagstaff is that they have a minimum 16 feet of right-of-way and, when paved, 12 feet wide pavement. Alleys in older neighborhoods are often unpaved, but property owners can be required to improve them when an existing alley is used as ingress-egress to required parking.

On the west end of Clay Avenue, there is a dirt road that is used for maintenance of the railroad. The road is outside of the City limits and is maintained by BNSF railroad. All City-maintained roads in La Plaza Vieja are paved. The unimproved BNSF maintenance road, private driveways, and alleys are often confused for City rights-of-way.



1:6,500

0 0.05 0.1 0.2 Miles



Legend		
	La Plaza Vieja Boundary	Road Condition
	NAU	Overall Condition Rating
	City Limits	

TRANSIT

In the past, Clay Avenue and Blackbird Roost were frequently used for area bus routes because the connection center was located on Malpais Lane. Complaints about the frequency and noise caused by bus traffic and the relocation of the connection center to Southside resulted in buses being routed along Milton Road and West Route 66. La Plaza Vieja still benefits from relatively close proximity to the Downtown Connection Center, without the impacts associated with the connection center being within the neighborhood boundaries. Currently there are three bus routes that use Milton Road between Butler Avenue/Clay Avenue and West Route 66, with frequencies between 20 and 60 minutes. In the future, NAIPTA may determine a need to move one of these lines to Clay Avenue to provide better transit access for the Haven Montessori Charter School, ballpark, and neighborhood residents. This would also provide a better car-alternative to NAU students, who are tenants in the neighborhood but have classes on central and south campus.



Figure 15: Examples of NAIPTA Bus Shelter

FUTURE TRANSPORTATION OPTIONS IN LA PLAZA VIEJA

An important step in any transportation planning process is a robust consideration of alternatives. Congestion in and around La Plaza Vieja has been a concern for decades and many options have been considered. As part of updating the Regional Transportation Plan, the Flagstaff Metropolitan Planning Organization is conducting traffic simulations for options in this area (see Appendix 4 for details), including:

- **Widening of Milton Road to six general purpose lanes;**
- **Adding outside lanes for bus, bike, and left/right turns;**
- **A traffic signal at West Route 66 and Blackbird Roost;**
- **McCracken Street connection and extension as an alternative to the Clay Avenue extension; and**
- **Clay Avenue configuration alternatives using various mitigation techniques.**

Traffic simulations test the assumptions and possible outcomes of these alternatives. La Plaza Vieja's Neighborhood Specific Plan may also be considered; but ultimately, decisions about transportation alternatives are made in corridor plans and studies.

Northern Arizona Intergovernmental Public Transportation Authority (NAIPTA) is also looking at options to improve transportation service in La Plaza Vieja and regionally. Transit improvements along Clay Avenue may include shelters and bus pullouts. Shelters may be located close to the curb and street or setback behind the sidewalk depending on the site and landscaping. Bus pullouts may be shared space with travel lanes, or they may be dedicated right turn and bike lanes if there is additional shoulder space. A bus pullout may also be located where there is currently on-street parking. The relocation of a bus route and associated improvements is not dependent on a Clay Avenue extension. Improvements to the pedestrian and bicycle network also strengthen transit access as they increase mobility to and from bus stops.

PEDESTRIAN ENVIRONMENT

Sidewalks are present along both sides of most streets in La Plaza Vieja. Exceptions include:

- The west side of Blackbird Roost between Clay Avenue and Route 66;
- The north side of Phoenix Avenue for the first half-block west of Route 66;
- Two short segments on the west side of Malpais Lane, south of the Haven Montessori Charter School driveway and across the frontage of Dairy Queen; and
- At the ends of several streets – Clay Avenue, Coconino Avenue, Tombstone Avenue, Phoenix Avenue, and Florence Street – where the street dead-ends into BNSF right-of-way.

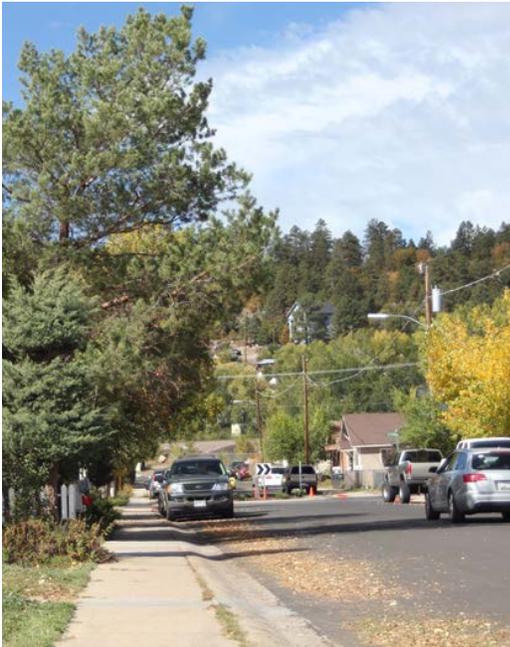


Figure 16: Traffic Circles Will Improve Walkability on Florence Avenue

None of the sidewalks within La Plaza Vieja or on perimeter streets have a parkway strip between the street and the sidewalk. Curb ramps are present at most intersections and have been recently replaced to better conform to Americans with Disabilities Act (ADA) standards. In 2008, the City and ADOT conducted a walkability audit in La Plaza Vieja with residents and community leaders from the neighborhood. The audit yielded a number of significant observations about the neighborhood's pedestrian environment.

There is a significant difference in walkability between the streets on the interior of La Plaza Vieja and streets on the perimeter. Milton Road and Route 66 carry a lot of traffic, which can move quickly at times, and the absence of parkways places pedestrians uncomfortably close to the traffic. Walkability on streets within La Plaza Vieja is generally good.

Crossing Milton Road and Route 66 is difficult and creates a barrier for pedestrians on two sides of the neighborhood: both streets are wide, and large curb radii at intersections adds to crossing distance; there are only two intersections along the perimeter streets with crosswalks and traffic/pedestrian signals (Clay Avenue/Butler Avenue/Milton Road and Milton Road/Route 66), and at both of those intersections pedestrian crossing is prohibited on one leg of the street; distances between crossings are long and it is difficult for pedestrians to cross mid-block or at non-signalized intersections.

The crossing for pedestrians at Route 66 and Blackbird Roost/Metz Walk is difficult as a result of the speed and volume of traffic, a high number of turning vehicles, the width of the road, and the lack of crossing facilities for pedestrians. The problem is complicated because there is a large retail area south of Route 66 that is a draw for La Plaza Vieja residents and would otherwise be within easy walking distance.



Figure 17: Narrow Sidewalk, Traffic Volume, and Lack of Shelter are Barriers to Walkability on Milton Road

The BNSF tracks along the north side of La Plaza Vieja also create a barrier for pedestrians. There are two well-used but unauthorized railroad pedestrian crossings; one at the end of Globe Street connects the neighborhood to Old Town Springs Park, and a second at the northeast corner of the neighborhood a little west of Milton Road.

Trash, weeds, overgrown vegetation, and parked vehicles are significant problems at a number of locations.

In 2014, the City of Flagstaff conducted a follow-up assessment of walking conditions and found that problems with sidewalk obstructions have been reduced as a result of enforcement efforts. Most of the other issues still remain. Residents also report that drivers use La Plaza Vieja as a bypass when traffic is backed up along Milton Road. Residents view this non-local traffic as reducing pedestrian safety and adding congestion within the neighborhood. During peak traffic hours, residents feel cut-off from services, and expressed particular concern about crossings to the school and park on Clay Avenue.

BICYCLING

Bike lanes are present on Clay Avenue and Blackbird Roost and are part of the City-wide bikeway network. Clay Avenue connects with bike lanes to the east along Butler Avenue, and Blackbird Roost connects with bike lanes to the south on Metz Walk. When Milton Road and Route 66 were resurfaced and restriped several years ago, ADOT added striped shoulders for bicycles on both sides of both streets. In some locations the shoulders are not continuous, for example, the bike shoulder disappears for the duration of the right turn lane from southbound Milton Road to westbound Route 66. Additionally, these shoulders are narrower than typical City of Flagstaff bike lanes, although the width does meet minimum American Association of State Highway and Transportation Officials standard dimensions. In keeping with ADOT policy, these shoulders are not signed or marked as bike lanes.

Strava data for Flagstaff indicates that a significant number of cyclists travel through La Plaza Vieja on Clay Avenue, then continue west on Chateau Drive and Kaibab Lane. This route allows cyclists to travel west without riding along West Route 66. Bicyclists traveling to or from La Plaza Vieja face some of the same difficulties crossing Milton Road and Route 66 as pedestrians, particularly at unsignalized crossings at Blackbird Roost and Malpais Lane.

FUTS – FLAGSTAFF URBAN TRAIL SYSTEM



Map 10: Close-Up of FUTS Trails (from FRP30)

At present there are no existing FUTS trails in La Plaza Vieja; however, the FUTS Master Plan shows a planned alignment for the Santa Fe FUTS Trail through the middle of the neighborhood (dashed green line in Map 10). This planned trail would begin downtown and travel west generally parallel to the BNSF tracks. The trail would provide direct non-motorized, bicycle, and pedestrian access to downtown for several neighborhoods along the south side of the tracks, including Railroad Springs, West Glen, West Village, Chateau Royale, and La Plaza Vieja. If the road network in this area is expanded then there will be more on-street connections for this trail than dedicated FUTS routes, which is not unusual

for an urban area. Within La Plaza Vieja there is not available right-of-way or space to allow a continuous

alignment for the trail through the neighborhood. As a result, on-street connections are planned to connect trail segments and create a continuous route. All of the streets – Florence, Malpais, and McCracken – are low-volume, low-speed residential streets that are suitable for cyclists and have sidewalks for pedestrians.

PEDESTRIAN AND BICYCLE CRASH DATA

Between 2001 and 2012 there were a total of 11 crashes involving pedestrians and 23 crashes involving bicycles in La Plaza Vieja and on the perimeter streets.

Table 4: Location of Pedestrian and Bicycle Crashes

	<i>Pedestrian</i>	<i>Bicycle</i>
Milton/Butler	2	6
Route 66/Milton	4	2
Milton/Malpais	1	5
Route 66/Blackbird	1	1
Milton/Phoenix	1	1
Milton/Tucson	0	1
Florence/Tombstone	1	0
Milton (mid-block)	0	6
Route 66 (mid-block)	0	1
Blackbird (mid-block)	1	0

Locations with the most crashes include the intersection of Milton Road and Butler Avenue (eight total pedestrian/bicycle crashes), Route 66 and Milton Road (six total crashes), and Milton Road and Malpais Lane (six total crashes). There were also six bicycle crashes at mid-block locations along Milton Road adjacent to La Plaza Vieja.

Crashes were more likely to occur at intersections than mid-block, and on busy perimeter streets rather than on the interior of La Plaza Vieja. Ten of 11 pedestrian crashes, and 16 of 23 bicycle crashes, were at intersections. Only two of 11 pedestrian crashes, and none of the bicycle crashes, occurred on interior streets in La Plaza Vieja.

Table 5: Severity of Crashes

	<i>Pedestrian</i>	<i>Bicycle</i>
Fatal	0	0
Incapacitating	1	1
Non-incapacitating	3	8
Possible injury	4	5
No injury	3	9
Totals	11	23

Injuries resulting from these crashes were typically fairly minor; seven of the 11 pedestrian crashes were reported as possible or no injury, as were 14 of the 23 bicycle crashes. Three pedestrian crashes and eight bicycle crashes reported non-incapacitating injuries.

Incapacitating injuries occurred in one pedestrian crash at the intersection of Route 66 and Blackbird Roost, and one bicycle crash at Route 66 and Malpais Lane. There were no fatal pedestrian or bicycle crashes in La Plaza Vieja.

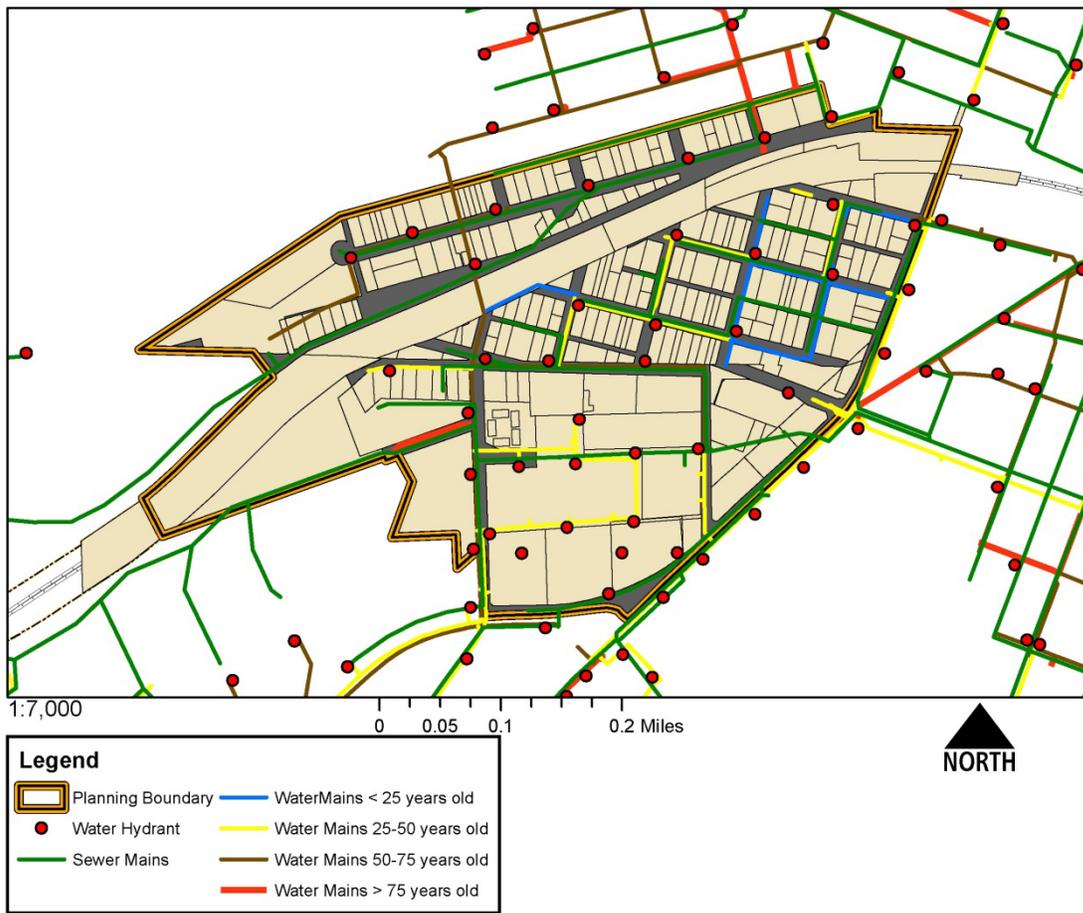
INFRASTRUCTURE AND NEIGHBORHOOD SERVICES

Supplying water, treating wastewater, controlling stormwater, and providing electric, gas, and fiber optic cable are essential for urban neighborhoods.

WATER AND WASTEWATER

Through a 2010 tax initiative, water and sewer lines within La Plaza Vieja have been up-sized, in many cases replacing infrastructure that was 50-75 years old. There are only a few water mains on the periphery of the neighborhood that are more than 50 years old. They would likely be replaced as part of future capital projects. La Plaza Vieja is not piped for reclaimed water use; therefore, landscaping must use either rainwater harvesting or potable water for irrigation. With the below ground improvements, sidewalks and streets were replaced with new curb, gutter, and sidewalk. The project also included three mini-traffic rounds in the neighborhood that are designed to slow down cut-through traffic on residential streets (see Transportation for more information). The remaining utility issue in La Plaza Vieja is that the parcels of land that are immediately west of Coconino Avenue and Lower Coconino Avenue, due to the elevation of the parcels, would require an extension of the Zone “A” water line from the Flagstaff Mesa development to the west in order to be developed.

Map 11: Age and Location of Water and Sewer Utilities



PUBLIC SAFETY

In terms of public safety and service districts, La Plaza Vieja is part of:

- Police – North of tracks: Beat 20; South of tracks: Beat 11.
- Fire – Fire Station #1 serves south of tracks; Fire Station #2 serves north of tracks. Response times are approximately four minutes from dispatch.
- Trash collection – Trash is picked up once per week. Curbside recycling is picked up once per week. Curbside glass pick-up is available for an additional fee. Glass recycling is located within one-half mile of most residences at 116 West Phoenix Avenue. Bulk pick-up occurs once per month, except in February.

The entire La Plaza Vieja neighborhood is within Flagstaff's Wildland-Urban Interface. Homeowners are requested to maintain a clean property and adhere to recommended FireWise principles and practices to help ensure a reduced fuel source for fires and increased overall community protection.

STORMWATER

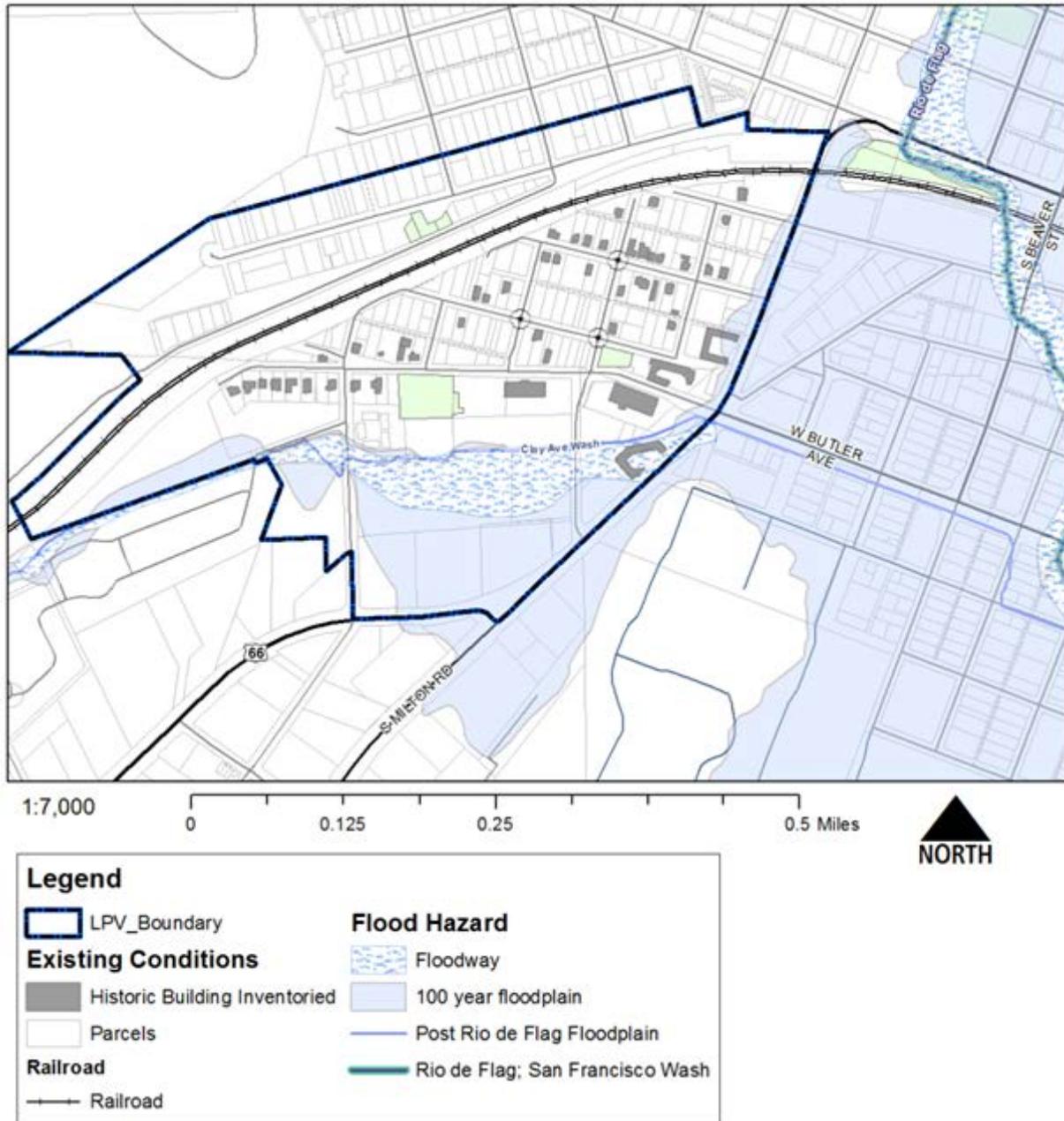
A majority of the commercial properties in La Plaza Vieja lie in the regulated floodway or the 100-year floodplain of the Clay Avenue Wash. Buildings located in these flood zones have restrictions on their development, redevelopment, and improvement. These regulations are intended to prevent one property owner through their actions from increasing the flood hazard to other properties.

In 2015, the City began working on a phase of the Rio de Flag Flood Control Project that will increase the capacity of the Clay Avenue Wash. While this will ameliorate flooding issues in La Plaza Vieja, it will not change the floodplain delineations until the entire Rio de Flag Flood Control Project from north of the Townsite neighborhood through the Southside neighborhood is completed. Currently, the Clay Avenue Wash is an open floodway with a ditch to convey smaller storm floods. The properties and buildings in the floodway, including the Arrowhead Village Mobile Home Park and other properties shown on Map 12, continue to flood regularly in the summer. With the floodplain regulations regarding substantial improvements for structures in the floodway, the ability of property owners of older structures to improve their buildings has been limited. The project to improve the Clay Avenue Wash will entail increasing the capacity of the drainage by burying a stormwater pipe beneath the existing ditch alignment. At completion of the project, the floodway and floodplain will be reduced to a very narrow band around the Clay Avenue Wash.



Figure 18: Clay Avenue Wash at Malpais Lane and Entrance to Arrowhead Village Mobile Home Park

Map 12: Clay Avenue Wash and Rio de Flag Floodplain and Floodway



CHAPTER 2: CONCEPT PLAN

The Concept Plan is an illustration of the land use and transportation concepts in the document with accompanying descriptive text. The Concept Plan does not encumber private land or limit the ability of a private land owner to develop in accordance with their current zoning or City standards. It does provide an illustration of compatible reinvestment within the Plan boundary, intended to help with the interpretation of the Plan’s goals and policies. The Concept Plan takes into account feedback from public meetings as well as comments for this Plan and The Standard development rezoning case held between 2011 and 2015. The feedback and comments were used to develop the Concept Plan and related goals and policies in Chapter 3. The Future Growth Illustration in the *Flagstaff Regional Plan 2030 (FRP30)* and some development standards from the Zoning Code were also considered in developing the Concept Plan.

The Concept Plan includes a map of potential land uses, two scenarios for streetscapes, 3D illustrations for compatible reinvestment on private property, and a park improvements illustration for Old Town Springs Park. The illustrations are indicative of a **desirable** “build-out” condition⁴ based on the goals and policies in Chapter 3. Some **illustrations could** require a rezoning or conditional use permit in order to be built in the location they are shown. The illustrations meet the parking ratio and general site-design requirements in the Zoning Code and the Plan’s policy for compatible development in each Neighborhood policy area (Map 13). These build-out illustrations have not been taken through the review process that an actual development application would be subject to and therefore do not represent “pre-approved” projects. Staff has not done a financial feasibility of these illustrations as the market and property values may change independent of the actions of the City.

Concept Map 1 shows a desirable build-out scenario for the area. Land uses and building forms assume the floodplain issues associated with the Rio de Flag Flood Control Project have been resolved (Streetscapes Scenario 2). Streetscapes Scenario 1 accounts for the Rio de Flag Flood Control Project not going through. Reinvestment that takes place in the interim may be laid out differently because of the Clay Avenue Wash floodway and floodplain issues. Due to regulatory limitations on the substantial improvement of properties in the floodplain, it is anticipated that most large-scale redevelopment in that area will occur after the Rio de Flag Flood Control Project is completed or would require flood proofing similar to the redevelopment of Barnes and Noble and College America in the Commercial Edge. The Concept Plan does not take into account utility easements and other deed restrictions.

Concept Plan Illustrations were created in SketchUp Pro by:

Illustration 1: Clay Donaldson

Illustration 2: Clay Donaldson

Illustration 3: Tyler Shute

Illustration 4: Karl Eberhard, AIA

Illustration 5: Karl Eberhard, AIA

Illustration 6: Clay Donaldson

Old Town Springs Concept: Mark DiLucido, RLA

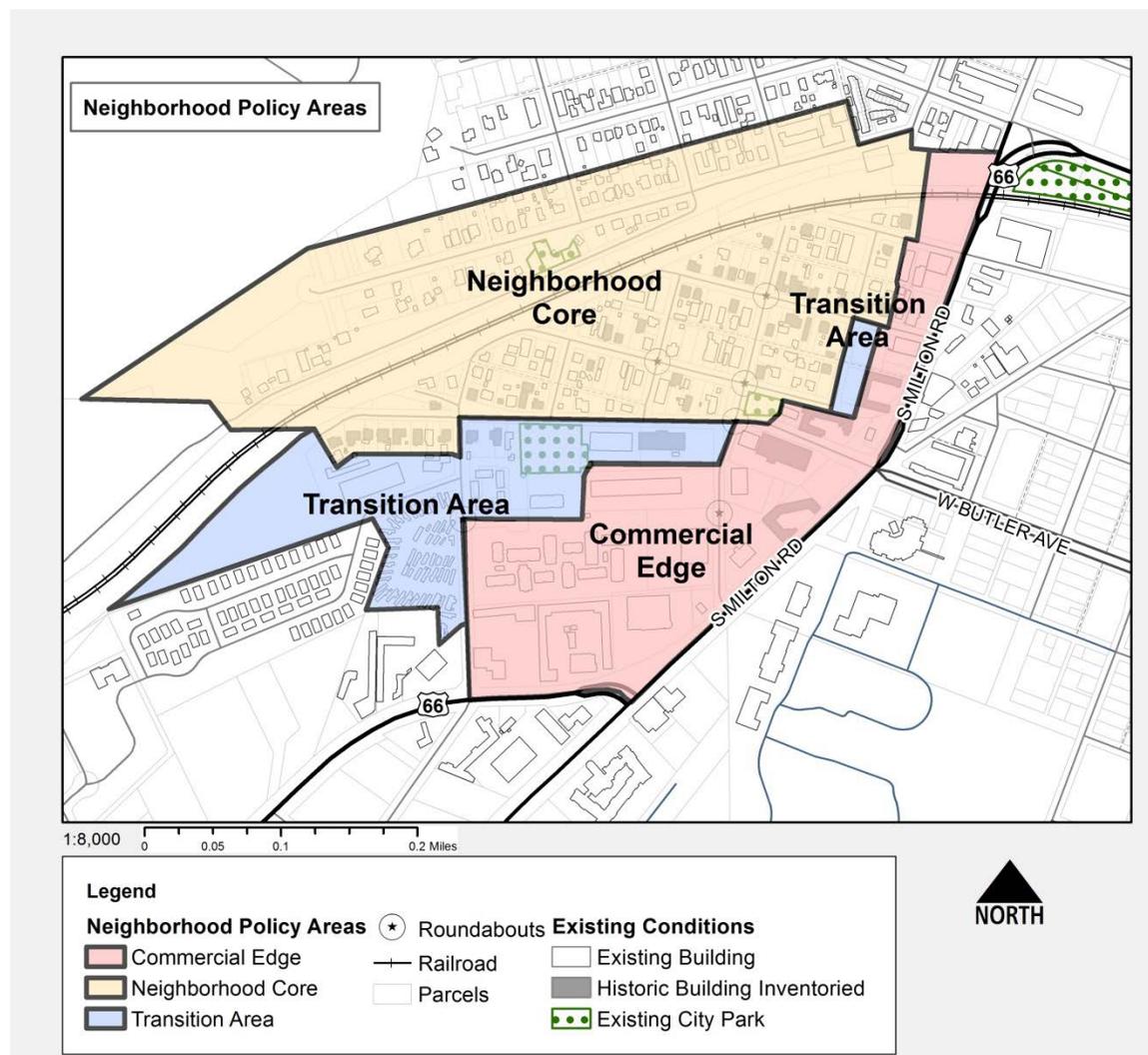
⁴ Desirable build out illustrations cannot be required. Existing entitlements cannot be changed by the Specific Plan.

WHAT ARE NEIGHBORHOOD POLICY AREAS?

La Plaza Vieja is a historically mixed-use neighborhood. In order to set goals and policies for the form and character of the built environment, neighborhood policy areas have been identified to guide the implementation of current zoning, Regional Plan direction, transportation and access, and preservation of neighborhood character. In Chapter 3, under Preserving Neighborhood Character, Goal 6 is divided into Neighborhood Core (6N), Transition Area (6T), and Commercial Edge (6C). The locations of each illustration in this chapter are primarily in the Transition Area and Commercial Edge because the desired form of buildings in these zones is not well illustrated by current examples in the area.

The City cannot change land-use (zoning) entitlements without revising its Zoning Code. If a property owner does not seek a zone change, then the goals, policies, and illustrations of the Specific Plan, like those of the Regional Plan, will be aspirational and the Zoning Code will determine what the property owner is allowed to build and what uses are available. The neighborhood policy areas are therefore not “zones,” but instead planning areas which encourage compatible development and design of a variety of land uses.

Map 13: La Plaza Vieja Neighborhood Policy Areas



The Commercial Edge corresponds to the commercial core and corridor place types from *FRP30*. Corridors are geographically defined as a half block from the road frontage and commercial cores are typically the parcels surrounding the intersection that defines an activity center. Both of these definitions have flexibility depending on the scale of the activity center (regional or neighborhood), location, and surroundings (such as topography). The commercial core for La Plaza Vieja melds the urban neighborhood-scale activity center, suburban regional-scale activity center, and two commercial corridors into a cohesive automotive-oriented commercial area. All of the parcels in this policy area are zoned Highway Commercial (HC). **The scale of the activity center primarily determined the depth of the commercial core from the main street.** All of these place types support higher intensity of commercial, services, and mixed-use development.

The Transition Area corresponds to the pedestrian shed of activity centers as described in the *FRP30*. The description of a pedestrian shed in *FRP30* is primarily **medium to high density** residential with smaller scale commercial. La Plaza Vieja is a unique circumstance because the area that would typically be the pedestrian shed is zoned for commercial and mixed-use development. Therefore, the description of a pedestrian shed has been expanded for La Plaza Vieja to include a wider range of commercial, services, and mixed-use development at a scale and intensity that balances neighborhood preservation and the land uses that support the activity centers and corridors. The largest block in the Transition Area has a great diversity of uses ranging from single-family homes **to high density** apartment complexes closer to the activity centers and corridors. This demonstrates that this part of the neighborhood already functions as a pedestrian shed. **The smaller piece of the Transition Area is located between Park Avenue and South Milton Road and is made up of 2 vacant parcels. The potential future development of these parcels could have a major impact on the residential character of Park Avenue and would diminish important views of the Our Lady of Guadalupe steeple, from the neighborhood.** The majority of this area is already zoned **commercial, and therefore** this Plan's description of compatible and incompatible development within the Transition Area cannot limit the exercise of existing entitlements. Even though a 60-foot tall building may be an incompatible mass and scale for this area, it could be built if the parcel is currently zoned for it. All development in the commercial zones must meet the design standards for the City, and the policies of this Specific Plan can be used to determine appropriate appearance of streetscapes, landscaping, materials, form, colors, and architecture (Flagstaff Zoning Code 10-30.60.080).

The Neighborhood Core corresponds to an urban neighborhood as described in the *FRP30*. Since this is a historic neighborhood as identified on Map 14 in *FRP30*, some of the direction from the *FRP30*'s description of density and intensity appropriate for urban neighborhoods does not apply in this case. The parcels in the Neighborhood Core are all zoned Single Family Residential Neighborhood (R1N), which allows single-family homes, duplexes, and Accessory Dwelling Units (ADUs). There is no design review currently for single-family homes or ADUs, but duplexes must go through concept review and design review along with their building permit. Non-conforming structures in this area may continue to be used without expansion in accordance with the Flagstaff Zoning Code 10-20.60.030.

CONCEPT MAP 1: LAND USE

The Concept Plan's land use map depicts structures and conditions that exist in the neighborhood today that are expected to stay in a similar condition into the next 20 years, as well as examples of compatible redevelopment in locations that may be redeveloped in the future. Existing parcels, parks, and street configurations make up the base layer of the plan, along with the purple outlines of existing buildings. The Concept Plan does not target any individual property for redevelopment. The map shows where there are opportunities for infill, redevelopment of non-conforming structures, and reinvestment in commercial properties that are impacted by the Clay Avenue Wash floodplain. If the Rio de Flag Flood Control Project is not carried out, then the buildings proposed on the Concept Plan's land use map may become infeasible, in which case all new development occurring in the floodplain will be required to have a flood-proof first floor. Flood-proofing measures would create an added expense to new construction in the Clay Avenue Wash floodplain. This additional expense may slow or prevent redevelopment, especially in the Transition Area.

Reinvestment opportunities appear on Concept Map 1 in three different colors representing potential new building footprints: blue for commercial/mixed use; pink for multi-family housing; and orange for residential. These footprints represent an example of uses, building types, and forms that could meet the goals and policies found in Chapter 3. All new single-family residential redevelopment is located within the Neighborhood Core policy area, which is bound by a yellow dashed line. Pink and blue multi-family and commercial/mixed use buildings begin to appear in the Transition Area, bound by the blue dashed line. And lastly the Commercial Edge policy area, bound by the pink dashed line, shows many new commercial and mixed-use buildings. There are labels on the map to show the locations related to Illustrations 1-6. Those areas have been modeled in greater detail in 3D illustrations on pages 37-49.

Multi-family residential uses within commercial zoning districts are permitted by the *Flagstaff Zoning Code* as part of a Planned Residential Development. Historically, Flagstaff's land use patterns show generous amounts of commercial property and are short on residentially-zoned land, especially in and around the City's activity centers. Activity centers call for compact mixed-use development. Activity centers are a concept that have appeared in City planning documents since the 1990s and are mapped in the *FRP30's* Future Growth Illustration. Given the lack of residentially-zoned property and the ongoing shortage of affordable housing in the City, it was determined through the public participation process in the City's Growth Management Guide 2000 that residential uses be allowed in commercial zones to promote self-contained neighborhoods, and to encourage more affordable and multi-family housing developments. This shift in Flagstaff's zoning regulation aligns with national Smart Growth policy movements. The concept of "mixed use" development in an activity center setting supports a long-standing local preference for a sustainable community by combatting urban sprawl. Mixed-use activity centers also help address the high cost of living with infill and neighborhood reinvestment that provides affordable housing options with access to nearby services.

CONCEPT MAP 2: STREETSCAPES SCENARIOS

The Concept Plan contains two scenarios of possible street and trail connections through the neighborhood. Concept Map 2 depicts increased multi-modal connectivity with new FUTS paths (both on street and new dedicated FUTS rights-of-way) and with several bike and pedestrian crossings at the edges of the neighborhood in both scenarios (Policies 10.1, 11.1, and 11.2). Two crossings were considered in the draft plan that were not carried forward to the final: an at-grade crossing of the railroad near Old Town Springs Park and a fourth crossing at Butler Avenue and Milton Road. Both of these crossings occur in other jurisdictional right-of-way and do not meet the standards of the regulating agency. They were, therefore, removed from the Concept Plan and Implementation Strategies.

Scenario 1 is the preferred scenario of LPVNA and the City's Bicycle and Pedestrian Advisory Committees. It shows the urban street grid north of Clay Avenue being extended approximately a block to the south. The *FRP30* also calls for the portion of La Plaza Vieja that is north of McCracken Street/Chateau Drive and south of Clay Avenue as a "Future Urban" area, including a gridded street system. Urban block forms are generally smaller and the roads more connected than suburban area types. Roads north of Clay Avenue already have a street grid pattern, and extending the gridded street network into the commercial areas of the neighborhood would create a more cohesive neighborhood character between these areas (Policy 6T.2). Additionally, completing the grid on the west end of Clay Avenue will allow City crews to plow the road more easily.

Under Streetscapes Scenario 1, Clay Avenue and Blackbird Roost would remain the minor collectors for the neighborhood. Depending on the treatments and improvements applied to Milton Road and Route 66, they may see an increase in traffic and require traffic calming in order to maintain safe pedestrian access between the neighborhood core and the Transition Area (Policy 12.1).

The FUTS trail in Streetscapes Scenario 1 follows the alignment in the *FRP30's* Map 26 and the 2013 Downtown FUTS Concept Plan. The trail would include an off-street connection to the west of the neighborhood and would follow a portion of the Clay Avenue Wash. This would allow for a high quality bicycle and pedestrian environment similar to the Karen Cooper Trail north of downtown. If the Rio de Flag Flood Control Project is not completed then the FUTS trail may require a wider easement or right-of-way in order to accommodate a side-by-side wash and trail. If the project is completed and the road connection to the west is not determined to be beneficial, then the trail may be located over the stormwater pipe.

The "Future Urban" area type, south of Clay Avenue, presents an opportunity to consider an alternative route for creating connectivity in the regional transportation system (Policy 13.1). Streetscapes Scenario 2 shows an extension of McCracken Street to Malpais Lane and connects it to Chateau Drive and on to Kaibab Lane in the West Village subdivision. The Regional Transportation Plan and *FRP30* show the conditional need for a collector that extends from Kaibab Lane to the intersection of Milton Road and Butler Avenue. The McCracken Street/Chateau Drive alignment has been identified as an alternate to the Clay Avenue Extension by the project team. The road alignment is only a concept and would roughly follow the Clay Avenue Wash from Malpais Lane until it connects to Kaibab Lane in the West Village subdivision. A final alignment for the road would not be addressed until design work has been completed. This alignment assumes that the Rio de Flag Flood Control Project has been implemented, and would designate the McCracken Extension and a portion of Malpais Lane as the neighborhood's new minor collector.

The Flagstaff Metropolitan Planning Organization (FMPO) and the City have conducted operational micro-simulations to test the feasibility and benefits of using McCracken Street as the collector route up to Malpais Lane

(see Appendix 2 and 4). The model confirms that this alignment could serve the same function as the Clay Avenue Extension. The benefits of this strategy are the creation of more commercial frontage for property owners, and a mixed-use street that reduces traffic volume on Clay Avenue. The challenges are determining how construction of the route might be timed (it is conditioned on the Rio de Flag Flood Control Project), and how the City could pay for it. The La Plaza Vieja Neighborhood Specific Plan is not the appropriate mechanism for finalizing those details. Corridor plans that include operational analysis, cost-benefit ratios, and project design work are part of the appropriate mechanism for making decisions about road connectivity because they take into account the balance of local neighborhood and regional transportation needs. If a corridor plan for the McCracken Street Extension, Milton Road, or Route 66 comes to a different conclusion than this Specific Plan, then that corridor plan would take precedence in transportation and infrastructure decisions (Policy 13.2).

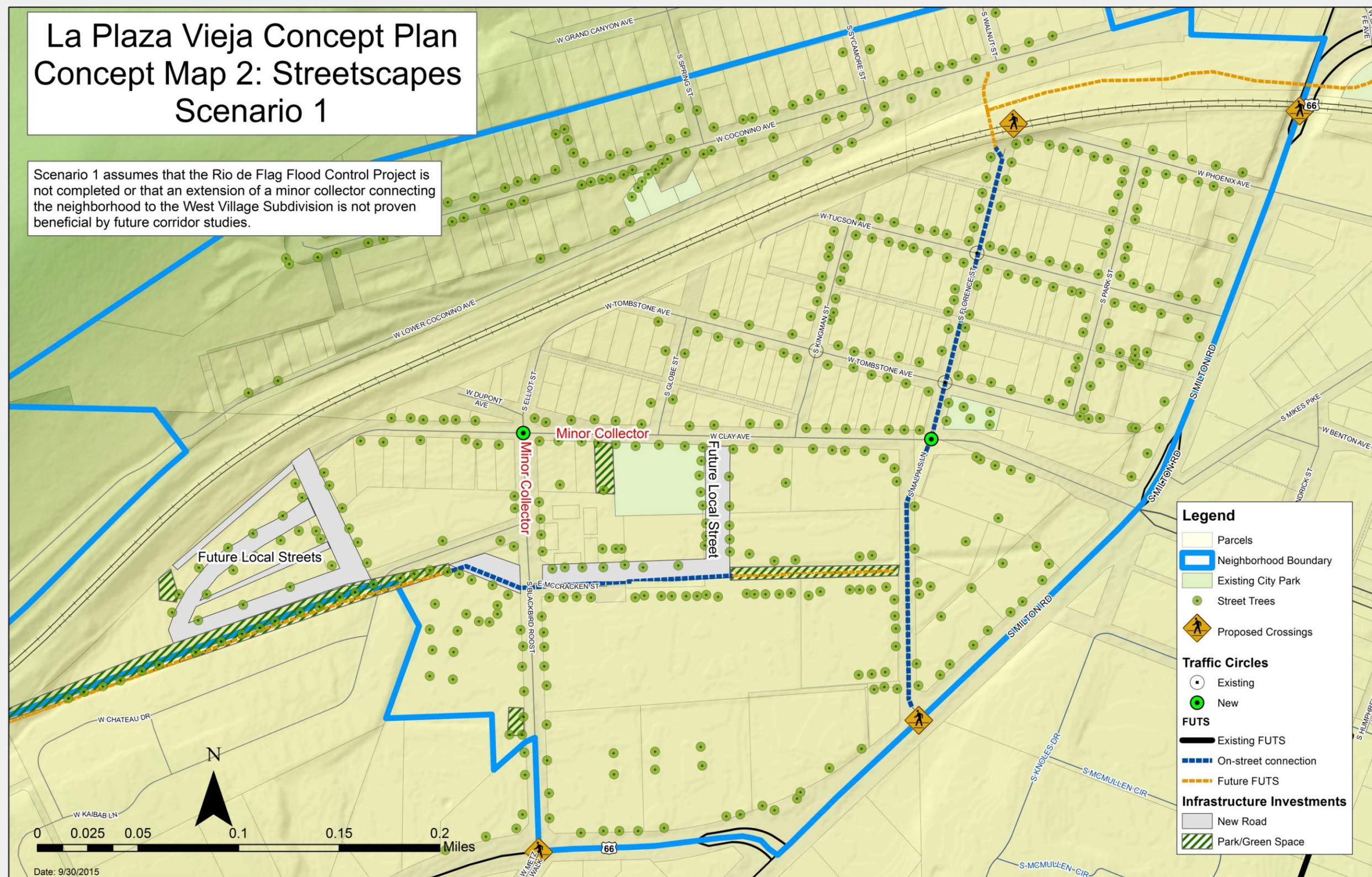
The McCracken Street Extension would increase the traffic volume on the road and make it more viable for commercial and mixed-use development. It would also reduce the amount of cut-through traffic on Clay Avenue, given traffic calming in the neighborhood and the design of a new minor collector (Policy 12.1). Clay Avenue and parts of Blackbird Roost could then be downgraded from minor collectors to local streets. The FUTS trail could then take advantage of lower volume traffic to create on-street connections between the neighborhood, downtown, the school, and park.

The FUTS trail in Streetscapes Scenario 2 could be accommodated with a small increase in the right-of-way for Clay Avenue. It would be beneficial to keep the trail on the south side of the road where it can directly connect the park and school to the wider FUTS network. About five additional feet of right-of-way would be needed over the current condition to have a 5-foot sidewalk and planting strip on one side of the road and a FUTS trail on the other. One lane of on-street parking (see Figure 22) would be given up in order to achieve this.

The original street scenario that is represented in *FRP30* is the Clay Avenue Extension connecting the West Village subdivision and the west end of Clay Avenue. Modeling showed this would more than double the peak traffic volume, and the road alterations needed for that level of improvement was considered incompatible with the neighborhood character (Policy 13.1). Therefore, the Clay Avenue Extension was not illustrated in the Concept Plan.

La Plaza Vieja Concept Plan Concept Map 2: Streetscapes Scenario 1

Scenario 1 assumes that the Rio de Flag Flood Control Project is not completed or that an extension of a minor collector connecting the neighborhood to the West Village Subdivision is not proven beneficial by future corridor studies.



Legend

- Parcels
- Neighborhood Boundary
- Existing City Park
- Street Trees
- Proposed Crossings

Traffic Circles

- Existing
- New

FUTS

- Existing FUTS
- On-street connection
- Future FUTS

Infrastructure Investments

- New Road
- Park/Green Space

Date: 9/30/2015

STREET CROSS-SECTIONS

The right-of-way typical for new collector and local streets is depicted in Figures 19 and 20, respectively. These would be applied to new roads constructed in both scenarios for Concept Map 2. On-street parking would be allowed on local streets and bike lanes would be provided on minor collectors. Both scenarios for Concept Map 2 would increase the supply of on-street parking and provide for complete bicycle and pedestrian connections in slightly different ways. Sidewalks and bike lanes depicted in Figures 19 and 20 are wider than the minimum required by the City's Engineering Design Standards and Specifications. The additional six inches to one foot of right-of-way will make this road more attractive to pedestrians and cyclists and provide higher quality access to the activity centers, corridors, Downtown, and NAU.

An important element of all streetscapes in the La Plaza Vieja neighborhood is the presence of trees, the majority of which currently exist on private property. Additional street trees, whether they are planted in expanded rights-of-way with a parkway or in tree wells along the sidewalk, contribute to the enhanced pedestrian environment of an urban neighborhood. Concept Map 2 shows new trees along many of the neighborhood's streets as well as along any new rights-of-way that may result from reinvestment in the area; it is assumed that newly constructed streets will have an adequate parkway to plant trees between the sidewalk and the street. These would primarily occur in commercial and mixed-use portions of the Transition Area. Additional trees for improving the pedestrian environment on existing roads would be planted and preserved on the private property just outside of the easement and be encouraged through urban forestry grants and cooperation with the La Plaza Vieja Neighborhood Association.

In order to accomplish construction of new roads in the block south of Clay Avenue and to provide street improvements under Streetscapes Scenario 1, the City would need to acquire new rights-of-way from property owners. There is already a need to acquire land to complete the Clay Avenue Wash improvements associated with the Rio de Flag Flood Control project in the same location. Streets would add to the needed right-of-way but could also add value by increasing the commercial frontage of the properties. The right-of-way could be acquired incrementally as properties redevelop, or could be done as a City project to reinvest in the neighborhood. If the City proceeds with an extension of McCracken Street, property owners would have the opportunity to negotiate the value of the property after receiving an appraisal. When Flagstaff acquires property, like other government entities, the offer gives consideration to the impact of the acquisition on the value of the remaining property.



Figure 19: Cross-Section of a New Minor Collector (69-foot right-of-way)

The right-of-way for a minor collector is 69 feet in Figure 19. Along Streetscapes Scenario 2’s McCracken Street Extension this could be acquired without removing any of the existing buildings. It would displace parking, driveways, and fences for the commercial and multi-family properties. It is possible to have a narrower right-of-way by having an access management plan that limits curb cuts in the mid-block and therefore would eliminate the need for a continuous center turn lane. In Streetscapes Scenario 1, the existing minor collectors are narrower than a new collector would be. This is typical of older roads in the City. It is unlikely that enough right-of-way could be acquired along Clay Avenue to improve the road to this standard without impacting existing buildings.



Figure 20: Cross-Section of New Local Street (60-foot right-of-way)

Figure 20 shows the right-of-way for a new local street. On a local street, traffic volumes are low enough that bicycles can share the travel lane with vehicles. Traffic calming on Clay Avenue may be necessary if a new collector is constructed under Streetscapes Scenario 2. Traffic calming is not depicted in this cross-section.

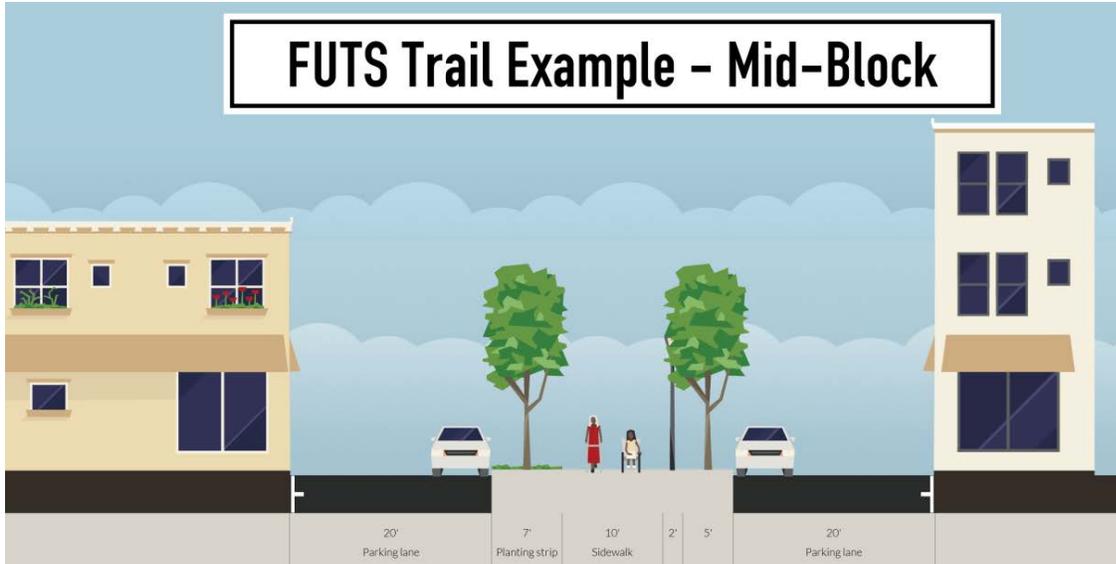


Figure 21: Cross-Section of FUTS Trail through the Neighborhood (24-foot right-of-way)

Figure 21 depicts a mid-block FUTS trail that could be located in the Clay Avenue Wash between McCracken Street and Malpais Lane under Streetscapes Scenario 1. Even next to parking areas, proper landscaping along the FUTS trail creates a high-quality pedestrian and bicycling experience.



Figure 22: Cross-Section of FUTS Incorporated into a Local Street (55-foot right-of-way)

Figure 22 shows a modified cross-section for Clay Avenue under Streetscapes Scenario 2. If the McCracken Street Extension proceeds, it would be beneficial to bicyclists and pedestrians to provide a FUTS connection in an alternate location with less traffic than the one shown on Map 26 of FRP30. The current right-of-way along Clay Avenue is 50 feet and the right-of-way needed for the improvements as shown in Figure 22 is 55 feet. This additional 5 feet of right-of-way could be acquired without impacting existing buildings between Malpais Lane and the west end of Clay Avenue.

Source for Figures 19-22: www.streetmix.net

ILLUSTRATION 1: WEST SIDE INFILL REINVESTMENT

The parcel shown in this illustration is currently vacant and used for stormwater retention. It is in the Transition Area (see [Concept Map 1](#)). The south side of the 4-acre property is in the Rio de Flag floodway and floodplain. This illustration shows how single-family attached houses can be made compatible with the neighborhood character (Policy 6T.1). Under the existing CS zoning, this building type could be achieved through the Planned Residential Development process. The building types in the illustration would be customized to the neighborhood character of La Plaza Vieja and would not use the typical “townhome” building type from the Zoning Code. Grouping the single-family homes into attached buildings of 2-4 units allows the buildings to have more residential scale in relation to the street, with a higher density than individual single-family lots would allow. They would need to be alley loaded according to Flagstaff’s Zoning Code, which is consistent with the alleys seen throughout the Neighborhood Core (Policy 6T.2).



Figure 23: Overview of Site with Park



Figure 24: Alley Loaded Attached Single-Family Homes



Figure 25: Alley Loaded Attached Single-Family Homes

Single-family attached homes can be managed as either a rental property or an owner-occupied condo development. They are particularly appropriate in the context of this parcel because of the scale of single-family homes east of the lot on Clay Avenue and the Mill Pond neighborhood to the south. They provide a compatible medium density alternative to apartment-style housing seen along Blackbird Roost. Any development with densities lower than medium density (6-14 units per acre) on a commercial parcel would not be financially feasible because of the cost of acquiring the underlying property.



Figure 26: Attached Single-Family Homes



Figure 27: Block-Level View of Attached Single-Family Homes

These are illustrative examples of desired outcomes from the Plan, and do not impact existing land entitlement or limit the ability of a private land owner to develop other uses in accordance with the City Code and Standards.

ILLUSTRATION 2: MOBILE HOME PARK REDEVELOPMENT



Figure 28: Overview of Mobile Home Park Redevelopment

The reinvestment illustrations for the parcel that is currently the Arrowhead Village Mobile Home Park show the scale that would be needed to replace all the units currently on the site with multi-family units that meet City standards. The tallest building is located furthest from the Neighborhood Core and the design is influenced by the lumber company history within La Plaza Vieja (Policy 6T.1). This illustration depicts adequate room for a playground and community room on site (Policy 5.2). This could easily be a design for affordable housing units as well as market-rate units (Policy 7.5). The illustration shows adequate parking for market rate units and so an affordable housing project may be able to have more units if developed in a similar style. The illustration’s enhanced streetscape and 2-3 story buildings placed closer to the street provide a more urban streetscape along Blackbird Roost (Goal 12), which fits the context of the apartments and

commercial services along the east side of the street. The illustration shows an overview of improved street connectivity and new FUTS path: a reconfigured Chateau Lane connects with McCracken Street on the east and over to Millpond Village on the west.



Figure 29: Interior View of Apartments

The floodway and floodplain are major constraints to this parcel’s redevelopment, as is the relocation of current residents. If the Rio de Flag Flood Control project is not implemented, the north building in this illustration would need to be designed to avoid the floodway and the cost of flood proofing would make redevelopment of affordable housing on this parcel more challenging. Relocation of low-income residents during construction and in some cases permanently would also add to the project’s cost (Policy 6.1). Overcoming these challenges to provide safe and affordable housing to La Plaza Vieja residents requires transparency, and early and frequent involvement of stakeholders, the neighborhood, and City staff (Goals 6 and 7).



Figure 30: Birdseye View Showing Corner of Blackbird Roost and Realigned Chateau Drive



Figure 31: View of Streetscape Heading North on Blackbird Roost

These are illustrative examples of desired outcomes from the Plan, and do not impact existing land entitlement or limit the ability of a private land owner to develop other uses in accordance with the City Code and Standards.

ILLUSTRATION 3: MCCRACKEN EXTENSION BLOCK



Figure 32: Overview of the Block South of Clay Avenue with McCracken Extension

McCracken Street currently dead ends about 250 feet east of Blackbird Roost. After the completion of the Rio de Flag floodplain improvements, it may be possible to connect the road with Malpais Lane and create a mid-block connection to Clay Avenue (Policy 6T.2). The midblock connection would



Figure 33: Commercial Building along Malpais Lane

displace the current accessible parking and playground equipment associated with the Guadalupe Park. In this case, the City would need to acquire additional property proximate to the ballpark to reestablish the playground area (Policy 3.3). The new roads would create the opportunity to have commercial, mixed-use buildings, and apartments throughout the reconfigured block and not just along Malpais Lane and Blackbird Roost (Policy 6T.1 and 6C.1). New local roads would increase the amount of on-street parking for special events at the school, park, or commercial buildings (Policy 6T.3, 6C.4, and Policy 3.1). Shared parking and driveways within this block will also increase the parking capacity for commercial businesses that would typically occupy parking spaces during the day, and apartments and the ballpark that would use the parking at night and on weekends. Proximity to transit and bicycling opportunities will also improve the efficiency of parking within this block (Goals 10, 12, and 14).



Figure 34: View of Shared Parking, West Side of Block



Figure 35: Three-Story Mixed Use along McCracken Extension



Figure 36: Multi-Family Facing New Local Street, Mid-Block

The buildings illustrated in this block along the McCracken Street Extension include (from west to east) an office building, a mixed-use building with commercial and residential uses, facing apartment buildings with stoops on the street, and a corner-entry commercial building at the corner of Malpais Lane and the new McCracken Street Extension that enhances the entrance into the neighborhood. Illustration 3 shows an adequate amount of surface parking for all residential, commercial, and mixed-use buildings on the block. Shared parking makes parking requirements more feasible with a parking demand study. Features that make these designs compatible with the character of La Plaza Vieja are their use of locally significant materials, paseos to allow views into interior courtyards from the street, gables and hipped roofs, cupolas, the use of residential features in the design (dormers, stoops, balconies), and landscaping (Policy 6T.1 and 6C.1). All buildings are tallest along McCracken Street and step back as they approach Clay Avenue. Buildings in the adjacent Commercial Edge may be taller in the future. The office building at the corner of Blackbird Roost and the McCracken Street Extension has a roofline that mimics the historic school at the opposite corner of the block, including cupolas (Policy 6T.1). Patio spaces, residential porches, courtyards,

balconies, and various civic spaces all appear in Illustration 3 as a way of blending residential and commercial spaces. The commercial buildings along the McCracken Extension feature recessed entries and arched hallways, which, along with street trees and gathering spaces, contribute to a varied and pedestrian-oriented streetscape. Residential entryways also face the street throughout the block, and are given elevated and recessed entries and landscape buffers to better distinguish private from public space.



Figure 37: Office Building at Blackbird Roost and McCracken Street

At the southeast corner of Blackbird Roost and Clay Avenue, two four-unit apartment houses are illustrated. The front of the buildings has a single entrance, mimicking the single-family homes across the street (Policy 6T.1). Half of their parking is covered and shielded from view along Clay Avenue. The buildings also face the street instead of the side yard, which makes their exterior more in keeping with single-family homes along the block. The illustration shows some park space being lost to a new local street, but it is appropriately relocated to the west side of the park, near the apartment houses for public use (Policy 3.3).



These are illustrative examples of desired outcomes from the Plan, and do not impact existing land entitlement or limit the ability of a private land owner to develop other uses in accordance with the City Code and Standards.



Figure 39: Office Building along Blackbird Roost

ILLUSTRATION 4: COMMERCIAL EDGE REINVESTMENT



Figure 40: Reduced Impact Mixed-Use Development



Figure 41: Pedestrian-Level View from Milton Road



Figure 42: Rear Architectural Treatment Facing Malpais Lane

Architectural techniques can be used to improve the appearance of large commercial and mixed-use buildings (Policy 6C.1). Large structures with long, unbroken facades and box-like forms have a negative impact on the pedestrian environment. Variation in roof forms and heights, and in planes of walls and facades, improve the aesthetics of large buildings. A sense of entry and pedestrian scale can be enhanced by stoops, awnings, street trees, and landscaping (Goals 6, 6C, Policy 6C.1). Authentic local building materials at street level can further improve the appeal of these buildings (Policy 8.2). The illustrations for Commercial Edge reinvestment within this area show how large sidewalks and minimal building setbacks create an urban neighborhood environment even on a high traffic volume road like Milton. Placing windows and entries along sidewalks better integrates these commercial buildings with the nearby neighborhoods.

These are illustrative examples of desired outcomes from the Plan, and do not impact existing land entitlement or limit the ability of a private land owner to develop other uses in accordance with the City Code and Standards.

ILLUSTRATION 5: TRANSITION AREA ADAPTIVE REUSE



Figure 44: Adaptive Reuse of Old Fire Station along Malpais Lane

This illustration shows a potential repurposing of the former firehouse building, playing off the firehouse history but adding architectural features such as patios, low walls, and other features that make it relate better to human scale and the new uses (Goals 6, 6C, 8, Policy 8.4). It also shows the possibility of a second floor that contains four residential units (Policy 6C.1). This space could potentially be offices if adequate parking could be secured (Policy 6C.4).



Figure 45: Alternate View of Adaptive Reuse from Milton Road

These are illustrative examples of desired outcomes from the Plan, and do not impact existing land entitlement or limit the ability of a private land owner to develop other uses in accordance with the City Code and Standards.

ILLUSTRATION 6: PARK STREET INFILL



Figure 46: Birdseye View of Apartments Backing Milton Commercial



Figure 47: Overview of Shared Parking with Milton



Figure 48: Bungalow 4-Unit Apartment Building

On the east side of Park Street, a local residential road, there is a block between Tucson Avenue and Tombstone Avenue of Highway Commercial zoning that could alter the neighborhood character significantly, if developed to its maximum potential. This block is important because of the abutting Historic Route 66 Hotel, views of Our Lady of Guadalupe Church and NAU (Policy 6C.2), and the small-scale residences on the opposite side of the street. This block would be an important area to implement Policy 6T.6 by encouraging reduction in entitlements to preserve neighborhood character. The illustration of four multi-family buildings shows how this block could be developed as a compatible mixed-use area (Policy 6T.1). The multi-family buildings are bungalow style similar to the two houses across the street and can contain two to four units. They also have shared parking with the businesses along Milton Road (Policy 6T.3) and landscaping that is appropriate for the single-family character of the street. If they were built in this manner along with reinvestment of the smaller building along Milton Road, this would be an example of horizontal mixed use. They could be developed independently with a conditional use permit or rezoning.

These are illustrative examples of desired outcomes from the Plan, and do not impact existing land entitlement or limit the ability of a private land owner to develop other uses in accordance with the City Code and Standards.

SINGLE-FAMILY COTTAGES



Figure 49: Single-Family “L” Home at 1105 W. Lower Coconino Avenue

La Plaza Vieja’s historic integrity is largely defined by its historic single-family cottages. The homes are primarily wood, one to one and a half stories tall, and have simple architectural styles. Several families in the neighborhood have receipts from the AL&T lumber mill store for the wood used in building their homes (Figure 46). Corbels under the eaves of homes are a common architectural detail. Floor plans are simple “L,” double-“L,” or square patterns, but additions are common. Most homes have a front porch that is included in the front, or extends

across the entire frontage, or a covered stoop. Front yards are usually used as gardens or have steep slopes and decks that allow for views of Flagstaff. Low malpais walls and fences often separate the front yard from the public sidewalk. Garages are set back behind the home and backyards are often used for parking, sheds, and accessory dwelling units. Below are some examples of historic homes in the neighborhood that illustrate these elements of single-family cottage design.



Figure 50: Historic Home Converted to Triplex at 907 W. Clay Avenue (front and back yard views)

Triplexes are not allowed under the current zoning, but this property is an example of how rental units can be managed compatibly with the neighborhood character. The exterior of this home is the same scale, materials, and style of other houses on the block. The additional unit was added to the rear. The front yard is fenced and landscaped and the rear yard provides parking. The landlord even provides garden beds and a bike rack for tenants.



Figure 51: Single-Family Cottages at 829 and 831 W. Coconino Avenue

The home on the right is a historic single-family cottage, and on the left is an infill cottage that was designed to be compatible with the neighboring house.



Figure 52: Single-Family Cottage with Covered Stoop at 510 W. Tombstone Avenue

This home was recently remodeled on the exterior to remove aging stucco. The owner returned to the wood exterior materials and replaced old eaves and corbels to improve the home's appearance.



Figure 53: Single-Family Double "L" Home at 923 W. Clay Avenue



Figure 54: Single-Family Cottage on Steep Slope at 208 W. Dupont Avenue

OLD TOWN SPRINGS PARK

Master Plan for Old Town Springs Park Improvements



Figure 55: Existing Conditions and Conceptual Representation of Improvements

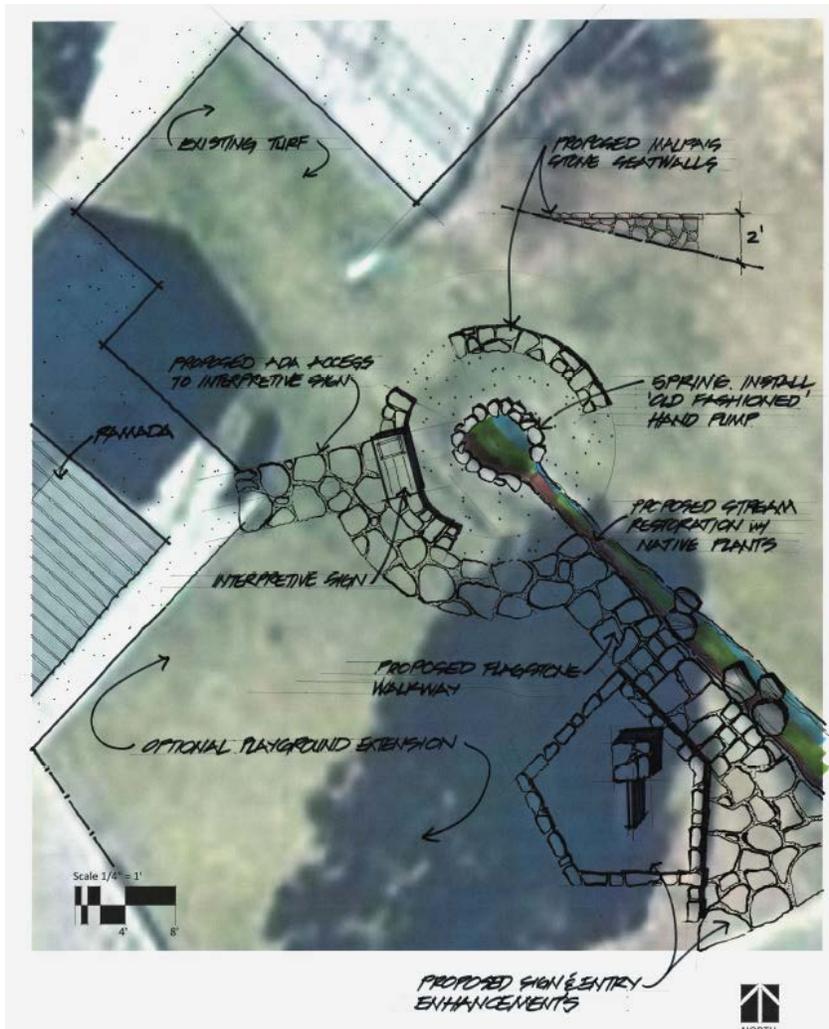


Figure 56: Illustration of Improvements to Enhance Old Town Springs Park

Old Town Springs Park is of particular significance to the neighborhood. The Park was developed through organizing efforts of the local residents and is one of three possible locations of the original “flag of Flagstaff.” During its renovation in the 1980s, the City also unearthed numerous archeological resources tied to the original business district that was located along the railroad.

These illustrations demonstrate how the improvements under Implementation Strategy 3.1 could be achieved in the Old Town Springs Park. The overall desire of this plan is to improve the entrances and appearance of the park by making the spring a focal point. The spring is currently invaded by the adjacent bluegrass and this proposal would include removing the current vegetation and replacing it with native sedges similar to those found in hillslope springs in Thorpe Park (i.e., *Carex geophila*, *C. occidentalis* or *C.*

duriuscula). The low wall around the spring would mimic the low rock walls seen in front of residences on the adjacent streets.

The sign on the north side of the park would be maintained as it matches the sign at the neighborhood entrance at Florence Avenue and Clay Avenue. These signs were designed and installed by neighborhood residents.

New lighting in the park would be similar to what has been installed at Bushmaster Park for ease of maintenance and appearance. A small LED light would be added to the top of the new flagpole so that the American flag can be flown at all times. This is the practice at Frances Short Pond and in front of the Chamber of Commerce, which are also considered possible sites of the original “Flagstaff flagpole.”

This illustration also shows the addition of interpretive signs to provide details of the natural and cultural history of the park and surrounding area. A plaque along the sidewalk would also identify that each of the spruces along the north side of the park was planted by a family from the neighborhood as a part of Flagstaff’s centennial celebrations.

CHAPTER 3: NEIGHBORHOOD GOALS AND RECOMMENDED POLICIES

Goals and policies in the La Plaza Vieja Neighborhood Specific Plan are area-specific ways of advancing the goals and policies of the **Flagstaff Regional Plan 2030 (FRP30)**. They are written broadly because they are intended to be viable for a 10- to 20-year planning horizon. During the next 20 years, physical, financial, political, and social environments may change, but the goals and policies should provide consistency in the path forward for reinvestment and revitalization in the La Plaza Vieja neighborhood.

All City capital projects, or rezoning, annexation, and plan amendment applications will be reviewed by City staff to determine consistency with the *FRP30*, but must also take into account any applicable Specific Plans when projects fall within a Plan boundary. Specific Plans do not change existing entitlements, and development applications that use their existing rights and comply with City standards are not subject to review for consistency with *FRP30*. If an *FRP30* goal or policy is tied to a goal in the Specific Plan, then it should be weighted more heavily in future decision-making than a goal that is not listed in this chapter. The exception to this is if a Corridor Plan for South Milton Road or Route 66 comes to a different conclusion than the Specific Plan, then that Corridor Plan would take precedence in transportation and infrastructure decisions.

The Specific Plan is used in the regulatory decision-making process by the City Planning and Zoning Commission, City Council, and City staff, such as in plan amendments and requests for rezoning. The Commission and the Council are responsible for making development decisions such as zoning map amendments or annexations, approval of rezoning requests which depends, in part, on whether the proposed changes or projects are consistent with the Specific Plan's goals and policies. When reviewing development proposals, City staff, the Planning and Zoning Commission, and the City Council will review applicable goals and policies to determine whether a proposed development is consistent with the Specific Plan. The Concept or Illustrative Plan and the text of the Specific Plan will provide supplemental information for the interpretation of goals and policies. In case of any conflict between the Concept or Illustrative Plan and the Specific Plan's goals and policies, the goals and policies will prevail. The Specific Plan is also used to guide decisions related to the expansion of public infrastructure, for example, the building or improvement of new roads and trails, investment in parks or public buildings, and other facilities. Many initiatives to improve the community start at the grassroots level. Thus, the Specific Plan may be used by all citizens in order to advocate for new development that conforms to the Specific Plan and for assistance in implementing actions that will further the Specific Plan's vision and direction.

The headings and names of the goals are for reference purposes only and should be disregarded in interpreting the language of the goals.

The Flagstaff Regional Plan 2030 supports the neighborhood Vision Statement through Policy LU.10.3: Value the Traditional Neighborhoods established around Downtown by maintaining and improving their highly walkable character, transit accessibility, diverse mix of land uses, and historic building form.

NEIGHBORHOOD EMPOWERMENT

GOAL #1: BUILD UPON “NEIGHBORHOOD”

LPVNA and the community support the goals of the Plan by education, forming partnerships, recruiting volunteers, and seeking out funding for projects.

Related FRP30 Goals: Policy NH.1.1: Preserve and enhance existing neighborhoods.

POLICY 1.1: Maintain an active partnership between City staff and LPVNA in order to facilitate grant writing, communication with residents about city programs, public involvement of residents in Commission and Council hearings, and beautification and preservation of La Plaza Vieja.

POLICY 1.2: LPVNA acknowledges outstanding contributions to restoration and enhancement of neighborhood yards, houses, and commercial buildings, such as an annual award.

POLICY 1.3: LPVNA media outreach highlights outstanding contributions of La Plaza Vieja to the wider Flagstaff community.

GOAL #2: BOOST ENVIRONMENTAL SERVICES AND NEIGHBORHOOD SAFETY

La Plaza Vieja Neighborhood Association and City staff cooperate to provide a safe neighborhood and to prevent and address violations of City Code. An awareness of community services and resources is widespread.

Related FRP30 Goals: Policy NH.1.1: Preserve and enhance existing neighborhoods. Goal NH.4: All housing is safe and sanitary.

POLICY 2.1: LPVNA works closely with City Code Compliance staff to assist with neighborhood clean-up, including vegetation overhanging public rights-of-way and abandoned trash.

POLICY 2.2: LPVNA works with property owners and residents to address deferred exterior maintenance to support an attractive and safe neighborhood for all residents.

POLICY 2.3: LPVNA and the City support remediation of overgrown vegetation and enforcement of City camping restrictions to improve the appearance of La Plaza Vieja and promote a safe Wildland-Urban Interface.

PARKS AND COMMUNITY SPACES

GOAL #3: ENHANCE PARKS MAINTENANCE, DESIGN, AND CONNECTION

Ensure City parks in La Plaza Vieja provide safe, user-friendly, and interactive neighborhood spaces for gatherings and family activities.

Related FRP30 Goals: Goal REC.1: Maintain and grow the region's healthy system of convenient and accessible parks, recreation facilities, and trails.

POLICY 3.1: Provide well-designed, attractive, safe, and accessible amenities and entrances at all neighborhood parks.

POLICY 3.2: Create opportunities for parks, especially Old Town Springs Park, to showcase La Plaza Vieja's identity and natural and cultural history through the use of native landscaping, and the installation of public art and interpretive signs.

POLICY 3.3: If any public space or park amenity is displaced for future parcel reconfiguration, infrastructure, or transportation need, relocate the amenity to an appropriate area within the neighborhood.

GOAL #4: COMMUNITY GARDENS

The neighborhood desires a community garden with irrigation and composting that allows residents to participate in an affordable venue for education about health and local food systems.

Related FRP30 Goals: Policy NH.1.4: Foster points of activities, services, increased densities, and transit connections in urban and suburban neighborhoods. Policy NH 6.2: Use urban conservation tools to revitalize existing underutilized activity centers to their potential.

GOAL #5: COMMUNITY CENTERS AND SPACES

Provide publicly accessible meeting spaces throughout La Plaza Vieja for education and social events; and provide resources for local children, seniors, and local small businesses.

Related FRP30 Goals: Goal REC.1: Maintain and grow the region's healthy system of convenient and accessible parks, recreation facilities, and trails.

POLICY 5.1: Create a community bulletin board in a park or other public space for advertising meetings and outreach efforts.

POLICY 5.2: LPVNA and the City support development of gathering spaces, such as a community center, meeting rooms, or plaza, that is available to the public in La Plaza Vieja.

PRESERVING NEIGHBORHOOD CHARACTER

GOAL #6: REINVESTMENT CONSISTENT WITH NEIGHBORHOOD CHARACTER

In each area – the Neighborhood Core, Transition Area, and Commercial Edge (see Map 13) – revitalization, redevelopment, and infill development occurs in a manner compatible with the character of the built environment as defined by the scale, pattern, materials, and colors of historic residences and landmarks.

Related FRP30 Goals: Policy LU.1.2: Develop reinvestment plans with neighborhood input, identifying the center, mix of uses, connectivity patterns, public spaces, and appropriate spaces for people to live, work, and play. Policy LU.1.3: Promote reinvestment at the neighborhood scale to include infill of vacant parcels, redevelopment of underutilized properties, aesthetic improvements to public spaces, remodeling of existing buildings and streetscapes, maintaining selected appropriate open space, and programs for the benefit and improvement of the local residents. Policy LU.1.12: Seek fair and proper relocation of existing residents and businesses in areas affected by redevelopment and reinvestment, where necessary.

POLICY 6.1: Redevelopment and reinvestment opportunities that do not require the relocation of existing residents and businesses are preferred to those that displace them.

GOAL #6N: PRESERVE THE **NEIGHBORHOOD CORE** AS A PREDOMINANTLY SINGLE-FAMILY NEIGHBORHOOD

Single-family residential cottages with yards are the primary building type in the Neighborhood Core with compatibly-designed accessory dwelling units and duplexes that do not dominate the block or street as an element of the urban neighborhood.

Related FRP30 Goals: FRP30 identifies the Neighborhood Core (see Map 13) as an Urban neighborhood within the pedestrian shed of three Activity Centers. Policy NH.1.2: Respect traditions, identifiable styles, proportions, streetscapes, relationships between buildings, yards, and roadways; and use historically appropriate and compatible building and structural materials when making changes to existing neighborhoods, especially in historic neighborhoods.

POLICY 6N.1: Small lot and block sizes are retained north of Clay Avenue to preserve the small cottage feel and open space within La Plaza Vieja.

POLICY 6N.2: Combination of residential lots to create a larger lot is compatible with the La Plaza Vieja character when it does not allow for increasing height, proportions, and building massing of permitted development above what is typical for the block or street.

POLICY 6N.3: Single-family cottages facing the street with landscaped front and back yards and an optional smaller “carriage house” in back are the preferred building types in the Neighborhood Core.

POLICY 6N.4: Development within the Neighborhood Core is compatible with the single-family residential character. Compatible development includes:

- Buildings with mass bulk and scale at the pedestrian (street) level consistent to adjacent blocks.
- Larger buildings with upper floors stepped back for consistent frontage with adjacent residences.
- Front entrances facing the street as the primary entrance.
- Front porches, landscaped yards, and facades that are consistent with surrounding context.

- Maintained landscaping in the front yard for rental and owner-occupied houses.
- Locally-appropriate building materials.
- Gabled and hipped roofs.
- Low malpais walls to separate front and side yards from the street.
- Garages designed as a secondary structure or entrance, set back from the house frontage.
- Setbacks consistent with other houses along the street.
- Windows and doors along the building frontage with similar scale, design, and proportions to historic residences.

Examples of incompatible development within the Neighborhood Core include but are not limited to: A-Frame houses, houses with two-car garages that are not set back from the main house, and new mobile homes.

POLICY 6N.5: Provide adequate parking on-site for residential units in the Neighborhood Core. It is preferred that on-site parking be located along the alley or behind the main residence.

POLICY 6N.6: Have development applicants improve alleyways from the property to the road, when used as the primary access for infill residences (per Zoning Code 10-30.50.070).

POLICY 6N.7: Preserve, enhance, and restore historic single family homes, whenever possible.

POLICY 6N.8: Encourage property owners to plant and maintain deciduous trees that shade the sidewalk in the summer where there is no parkway strip for street trees.

GOAL #6T: ENCOURAGE CONTEXT-APPROPRIATE DEVELOPMENT IN THE **TRANSITION AREA** BETWEEN NEIGHBORHOOD AND COMMERCIAL CORRIDORS

The mass and scale of new development in the Transition Area are in context with the historic commercial buildings and residential structures in the La Plaza Vieja interior with larger mass and scale occurring close to Route 66 and Milton Road.

Related FRP30 Goals: FRP30 identifies the Transition Area (see Map 13) as an existing Suburban/Future Urban area within the pedestrian shed of two Activity Centers. Policy NH.1.3: Interconnect existing and new neighborhoods through patterns of development, with complete streets, sidewalks, and trails. Policy NH.1.4: Foster points of activities, services, increased densities, and transit connections in urban and suburban neighborhoods. Policy NH.1.6: New development, especially on the periphery, will contribute to completing neighborhoods, including interconnecting with other neighborhoods; providing parks, civic spaces, and a variety of housing types; and protecting sensitive natural and cultural features. Policy NH.1.7: Develop appropriate programs and tools to ensure the appropriate placement, design, and operation of new student housing developments consistent with neighborhood character and scale. Policy NH.1.8: Prioritize the stabilization of a neighborhood's identity and maintain cultural diversity as new development occurs. Policy LU.18.8: Increase residential densities, live-work units, and home occupations within the activity center's pedestrian shed.

POLICY 6T.1: Development within the Transition Area is compatible with La Plaza Vieja character. Compatible development includes:

- Gabled roofs are strongly preferred to flat roofs consistent with historic buildings (i.e., residences, the school, and armory).
- Medium-scale multi-family housing or commercial and mixed-use development that faces the neighborhood and street.

- Buildings that mimic architectural features of established residences, the school, or the armory, or incorporates elements of the significant historic periods of the railroad and timber industry.
- Buildings that incorporate paseos or walkable courtyards through buildings or a landscaped plaza.
- Civic and gathering spaces and uses, such as community centers, parks, and schools.

Examples of incompatible developments within the Transition Area include but are not limited to: commercial and mixed-use buildings with multiple-level structured parking garages;⁵ buildings over three stories in height that are taller than buildings in the Commercial Edge; metal buildings; buildings without compatible or historically appropriate architectural details; and buildings without doors and windows that face the neighborhood and sidewalks.

POLICY 6T.2: Extend the urban street grid from Clay Avenue south and west to McCracken Place in order to provide a smaller block atmosphere in the Transition Area. Public streets and alleys are preferred to culs-de-sac and private driveways.

POLICY 6T.3: Connections between parking areas and shared parking and driveways are encouraged in the Transition Area.

POLICY 6T.4: Provide bicycle and pedestrian connectivity from the Neighborhood Core to commercial developments within the Transition Area.

POLICY 6T.5: Medium density housing in the Transition Area is preferred when using building types that protect the neighborhood character of La Plaza Vieja.

POLICY 6T.6: Support opportunities for willing property owners to reduce entitlements in the Transition Area to ensure future development is appropriately scaled to the Neighborhood Core regardless of ownership.

POLICY 6T.7: Design new buildings to minimize impacts to views of the San Francisco Peaks, Mars Hill, Old Main Historic District, Mt. Elden, or Our Lady of Guadalupe Church from residential streets and public parks.

GOAL #6C: ENHANCE THE *COMMERCIAL EDGE*

Plan for and design Milton Road, Route 66, and Malpais Lane as mixed use and commercial corridors that are compatible with the La Plaza Vieja character and provide services and jobs for Flagstaff residents.

Related FRP30 Goals: FRP30 identifies the Commercial Edge (see Map 13) roughly north of the intersection of Malpais Lane and Milton Road as the core of an urban activity center and associated corridor. South of Malpais Lane, the Commercial Edge is the core of a Suburban Activity Center and associated corridor. Policy LU.18.2: Strive for activity centers and corridors that are characterized by contextual and distinctive identities, derived from history, environmental features, a mix of uses, well-designed public spaces, parks, plazas, and high-quality design. Policy LU.18.9: Plan activity centers and corridors appropriate to their respective regional or neighborhood scale.

POLICY 6C.1: Development within the Commercial Edge is compatible with La Plaza Vieja character. Compatible development includes:

⁵ Multiple-level parking garages may be considered compatible where the size of the lot or its width would otherwise limit its ability to develop in a manner that would otherwise be considered compatible with the neighborhood character.

- Buildings with gabled roofs where they face the Transition Area and Neighborhood Core.
- Commercial and mixed-use buildings with architecture and form that enhances the comfort of the pedestrian environment on South Milton Road and interior neighborhood roads (if applicable).
- Commercial and mixed-use buildings that provide commercial services to tourists and residents on the first floor facing the street.
- Commercial and mixed-use buildings with architecture that faces the neighborhood and the corridor.
- Buildings that mimic architectural features of established residences, the school, or the armory, or incorporates elements of the significant historic periods of the railroad and timber industry.
- Buildings with outdoor seating, paseos, or walkable courtyards through buildings.
- Office uses and residential units above or behind commercial buildings.

POLICY 6C.2: Consider impacts to views of Flagstaff’s iconic scenery (i.e., the San Francisco Peaks, Our Lady of Guadalupe Church steeple, and NAU’s Old Main) and landscapes from the Neighborhood Core and the roadway, when reviewing development applications in the Commercial Edge.

POLICY 6C.3: Recognize the history of automotive tourism along Route 66 by preserving and enhancing National Scenic Byway-related landmarks in good condition, such as the L Motel and the Armory (Natural Grocers building).

POLICY 6C.4: Connections between parking areas and shared parking and driveways are encouraged in the Transition Area.

POLICY 6C.5: High occupancy housing, such as rooming and boarding, single room occupancy, and dormitories, may be permitted provided that the project mitigates the effects on the neighborhood including appropriate architecture, increased parking to account for occupancy, landscaping, traffic calming, and street trees.



Figure 57: Neighborhood Policy Area Photos

Neighborhood Core (Upper Left) Commercial Edge (Lower Left)

PRESERVING HISTORIC IDENTITY

GOAL #7: PRESERVE AND ENHANCE EXISTING HOUSING STOCK

Preserving the existing housing stock in La Plaza Vieja is one of the best ways to maintain the neighborhood character and the affordability of the area for residents.

Related FRP30 Goals: Policy NH.4.1: Expand the availability of affordable housing throughout the region by preserving existing housing, including housing for very low-income persons. Policy NH.4.2: Reduce substandard housing units by conserving and rehabilitating existing housing stock to minimize impacts on existing residents. Policy NH.4.5: Renovate the existing housing stock to conserve energy and reduce utility and maintenance costs for owners and occupants.

POLICY 7.1: LPVNA will promote the City’s Owner-Occupied Housing Rehabilitation Program through education to address health and safety hazards and promote aging in place.

POLICY 7.2: LPVNA will promote the rehabilitation and maintenance of rental properties in La Plaza Vieja to ensure that rental homes and multi-family housing in the neighborhood are well maintained and landscaped.

POLICY 7.3: LPVNA and the City are especially supportive of property owners who provide affordable housing for low-income families and will seek to provide assistance to landlords who are financially struggling to maintain their properties.

POLICY 7.4: Promote sustainability of residential buildings through the City’s Sustainability Program and LPVNA by providing community education and outreach on grants, rebates, updated building codes, and other programs.

POLICY 7.5: Promote the incorporation of sustainable building practices, such as passive solar gain, photovoltaic panels, stormwater collection, grey-water plumbing, insulation standards, Energy Star ratings, etc., into new buildings and remodeling.

POLICY 7.6: LPVNA and the City welcome affordable housing development opportunities in La Plaza Vieja by providing supportive services, public improvements, and applying affordable housing incentives.

POLICY 7.7: LPVNA will serve as a resource for residents seeking information regarding absent owners of units, and will assist in addressing the potential problems from absentee landlords, when appropriate.

GOAL #8: PRESERVE HISTORIC STRUCTURES AND LANDMARKS

Increase heritage preservation opportunities for property owners who want to receive assistance from City staff to assist in preservation efforts.

Related FRP30 Goals: Goal CC.2: Preserve, restore, and rehabilitate heritage resources to better appreciate our culture.

POLICY 8.1: Identify, support, and encourage the preservation of eligible historic buildings and landmarks in the Neighborhood Core and along the commercial corridors.

POLICY 8.2: Incorporate the historic context of the Hispanic community, Route 66, the railroad, and the lumberyard in the formation and transformations of La Plaza Vieja through the design of future redevelopment projects.

POLICY 8.3: Celebrate and preserve the rich history of La Plaza Vieja through partnerships that encourage research and collection, interpretive signs, and programs and education for all ages.

POLICY 8.4: Promote adaptive re-use of historic residences, Route 66 hotels, the armory, fire house, and school buildings over demolition. Assist property owners with reinvestment through grants and partnerships.

GOAL #9: GATEWAYS

Develop two gateways into La Plaza Vieja with landscaping and a “La Plaza Vieja” sign that reflects the culture of the community.⁶

Related FRP30 Goals: Policy CC.1.4: Identify, protect, and enhance gateways, gateway corridors, and gateway communities.

POLICY 9.1: Gateway projects should incorporate public art that fits the historic context of La Plaza Vieja by working with local non-profits, the Beatification and Public Art Commission, NAU, and Coconino Community College.



Figure 58: Neighborhood Gateway at Clay Ave and S. Milton Road

⁶ See implementation strategies for possible locations.

TRANSPORTATION

GOAL #10: FLAGSTAFF URBAN TRAILS SYSTEM (FUTS)

La Plaza Vieja is a refuge for bicycle and pedestrian traffic through off-road trails that safely connect to and through neighborhood roads to the larger bicycle and pedestrian system. FUTS trails support safe routes to and from the elementary school on Clay Avenue and neighborhood parks.

Related FRP30 Direction: Goal T.5: Increase the availability and use of pedestrian infrastructure, including FUTS, as a critical element of a safe and livable community. Policy T.6.2: Establish and maintain a comprehensive, consistent, and highly connected system of bikeways and FUTS trails.

POLICY 10.1: Plan for FUTS extensions by ensuring that trails and adequate right-of-way for complete streetscapes are included in the design of redevelopment projects, and as part of City infrastructure projects.

POLICY 10.2: Enhance existing and future FUTS trails by constructing well-designed and beautiful crossings, bridges, and underpasses; add landscaping along trails through La Plaza Vieja.

GOAL #11: BICYCLE AND PEDESTRIAN CROSSINGS

Pedestrian crossings allow residents of La Plaza Vieja to walk and bike safely to businesses and community facilities on the east side of South Milton Road, south side of Route 66, and north side of the BNSF railroad.

Related FRP30 Direction: Policy NH.1.3: Interconnect existing and new neighborhoods through patterns of development, with complete streets, sidewalks, and trails. Policy T.2.3: Provide safety programs and infrastructure to protect the most vulnerable travelers, including the young, elderly, mobility impaired, pedestrians, and bicyclists.

POLICY 11.1: Continue to work closely with BNSF and ADOT to create opportunities for pedestrian underpasses and bridges to connect La Plaza Vieja to NAU, Downtown, Townsite, and Southside neighborhoods.

POLICY 11.2: When future corridor studies are developed, include improvement of existing crossings and facilities and provide additional pedestrian crossings and facilities on South Milton Road and Route 66 to reduce barriers to walkability for the La Plaza Vieja and Southside neighborhoods and NAU students.

GOAL #12: INTERNAL NEIGHBORHOOD STREETS

La Plaza Vieja has a safe and attractive multi-modal streetscape on local streets and minor collectors that provide for the safe movement of traffic and residential parking. A pedestrian-friendly environment encourages walking and biking, enables attractive views, and supports positive street activity.

Related FRP30 Direction: Policy CC.4.1: Design streetscapes to be context sensitive and transportation systems to reflect the desired land use while balancing the needs of all modes for traffic safety and construction and maintenance costs. Policy CC.4.4: Design streets and parking lots to balance automobile facilities, recognize human-scale and pedestrian needs, and accentuate the surrounding environment. Policy LU.10.3: Value the Traditional Neighborhoods established around Downtown by maintaining and improving their highly walkable character, transit accessibility, diverse mix of land uses, and historic building form. Policy T.1.2: Apply Complete Street Guidelines to accommodate all appropriate modes of travel in transportation improvement projects. Policy T.1.3: Transportation systems are consistent with the place type and needs of people. Policy T.3.3:

Couple transportation investments with desired land use patterns to enhance and protect the quality and livability of neighborhoods, activity centers, and community places. Policy T.3.5: Design transportation infrastructure that implements ecosystem-based design strategies to manage stormwater and minimize adverse environmental impacts. Policy T.3.8: Promote transportation options such as increased public transit and more bike lanes to reduce congestion, fuel consumption, and overall carbon emissions and promote walkable community design. Policy T.4.1: Promote context sensitive solutions (CSS) supportive of planned land uses, integration of related infrastructure needs, and desired community character elements in all transportation investments.

POLICY 12.1: In the event that cut-through traffic is increased as a result of City policy or changes to the management of State highways, provide maximum mitigations to reduce safety risk and provide a comfortable environment for residents, bicyclists, and pedestrians.

POLICY 12.2: Phase in traffic calming measures such as roundabouts, curb extensions, bulb outs, and tree plantings on internal neighborhood streets to increase pedestrian comfort, manage speed, and reduce the proportion of cut-through traffic.

POLICY 12.3: Incorporate street trees and landscaping plants or public art into traffic calming and sidewalk improvements.

POLICY 12.4: Use native drought tolerant plants for streetscapes that will not require ongoing irrigation after the plants have established.

POLICY 12.5: Enhance lighting by adding sidewalk level lights on minor collectors within La Plaza Vieja to improve the pedestrian environment, consistent with the City's dark skies standards.

POLICY 12.6: Design future sidewalks, streets, and alleys to include low-impact development features in order to manage stormwater runoff.

POLICY 12.7: Improve the public street connectivity in the area identified as Future Urban on the Future Growth Illustration (FRP30). Private streets are not compatible in this area.

POLICY 12.8: Support City efforts to manage on-street parking in order to protect neighborhood character.



Figure 59: Traffic Calming Circles on W. Tombstone Avenue

GOAL #13: NEIGHBORING GREAT STREETS

Balance the needs of the regional transportation system and those of residents for safe, multi-modal streets through access and mobility management, intersections and pedestrian improvements, and future studies of the Route 66 and South Milton Road corridors.

Related FRP30 Direction: Goal T.1: Improve mobility and access throughout the region. Policy T.1.2: Apply Complete Street Guidelines to accommodate all appropriate modes of travel in transportation improvement projects. Policy T.1.3: Transportation systems are consistent with the place type and needs of people. Goal T.2: Improve transportation safety and efficiency for all modes. Policy T.3.3: Couple transportation investments with desired land use patterns to enhance and protect the quality and livability of neighborhoods, activity centers, and community places.

POLICY 13.1: Incorporate into the Regional Transportation Plan update and future corridor studies LPVNA's concerns and comments that the Clay Avenue extension is incompatible with the preservation of La Plaza Vieja's character and consider alternatives.

POLICY 13.2: Extension of a collector street, such as Clay Avenue or McCracken Street, through the neighborhood for connectivity should be considered after the functionality and capacity of arterials have been fully studied and maximized. Backage roads should support but not replace arterial functionality.

POLICY 13.3: If expansion of lanes, road extensions, or other efforts to ease congestion at the intersections along Route 66 and South Milton Road occur that influence the quality of life in La Plaza Vieja, use Complete Street principles and identify context sensitive solutions to mitigate impacts to residents.

POLICY 13.4: Any widening of travel lanes or major intersection improvements should include improved pedestrian features to allow for safe crossings, bike lanes, transit access, and sidewalks.

GOAL #14: ACCESS TO TRANSIT

Transit options along Milton Avenue, Route 66, Clay Avenue, and Blackbird Roost will improve mobility for La Plaza Vieja, especially for low-income and senior residents.

Related FRP30 Goals: Goal T.7: Provide a high-quality, safe, convenient, accessible public transportation system, where feasible, to serve as an attractive alternative to single-occupant vehicles.

POLICY 14.1: Ensure that bus frequencies do not negatively impact walkability and La Plaza Vieja character.

POLICY 14.2: Provide lighted transit stops with amenities that are context appropriate. Consider opportunities for public art at transit stops.

POLICY 14.3: Partner with LPVNA to provide outreach regarding para-transit services for residents to help seniors age in place and to support residents with disabilities.

POLICY 14.4: Assist NAIPTA in conducting neighborhood specific outreach when transit changes are proposed that impact the neighborhood.

ECONOMIC DEVELOPMENT

GOAL #15: SMALL BUSINESS AND ENTREPRENEURSHIP

La Plaza Vieja provides neighborhood-scale spaces for local small businesses, home-based businesses, and entrepreneurship.

Related FRP30 Goals: Policy ED.3.1: Encourage regional economic development partners to continue proactive programs to foster the retention and expansion of existing enterprises and home-based businesses in the community. Policy ED.3.5: Advocate the economic sustainability and growth of businesses with opportunities for transitional commercial space, leased space, and property ownership. Policy LU.18.8: Increase residential densities, live-work units, and home occupations within the activity center's pedestrian shed.

POLICY 15.1: Provide small business education and services through a neighborhood community center and other economic development entities.

POLICY 15.2: Incentivize development of live-work units and workforce housing to support local small business owners south of Clay Avenue and on properties facing South Milton Road.

INFRASTRUCTURE AND NEIGHBORHOOD SERVICES

GOAL #16: PROTECT PRIVATE PROPERTY FROM FLOODING

Support redevelopment by investing in improved stormwater facilities for the Clay Avenue Wash.

Related FRP30 Goals: Goal WR.5: Manage watersheds and stormwater to address flooding concerns, water quality, environmental protections, and rainwater harvesting.

CHAPTER 4: IMPLEMENTATION STRATEGIES

Implementation strategies are designed to help realize the goals of the Plan, but they are not City policy like the content of Chapter 3. The strategies do not represent commitments of City staff or resources. Their purpose is to provide a complete and essential picture of how the City and LPVNA can reasonably achieve the goals and policies of the Plan. Having strategies as part of the Plan allows LPVNA and the City to build partnerships, apply for grant funding, and take advantage of opportunities that arise in the future in a well-coordinated way. Some of these strategies may never come to fruition because of issues such as lack of funding, timing, changed conditions, or lack of willing partners. Nevertheless, articulating these intended strategies clearly will allow for a more complete dialogue as reinvestment takes place. If a strategy listed in this chapter is infeasible at a future date, it does not need to be removed by Plan amendment.

For the prioritization of implementation strategies and potential means of funding them, see Appendix 1. Implementation strategies may be added to the capital improvement 5-year plan based on the recommendations in Appendix 1 or as opportunity allows. Appendix 1 can be updated without amendment to the Specific Plan based on the *Flagstaff Regional Plan 2030 (FRP30)* annual report, or neighborhood input. Implementation strategies noted with an asterisk (*) in this chapter may be Community Development Block Grant (CDBG) eligible in whole or in part based on current evaluation criteria.

NEIGHBORHOOD EMPOWERMENT

GOAL #1: BUILD UPON “NEIGHBORHOOD”

Implementation Strategy 1.1: LPVNA may develop a work program to offer various resource directories (“How do I...”), information packages, a neighborhood newsletter, and community building activities. This work program could also partner with various community groups to market to appropriate businesses and development, as well as retain and grow local businesses.

Implementation Strategy 1.2: Form a grant writing team for La Plaza Vieja that is led by LPVNA and comprised of neighborhood residents, City staff, City Commission members, non-profit organizations with specialized knowledge, and small business owners.

Implementation Strategy 1.3: Develop a website for outreach efforts for the LPVNA. LPVNA contact information should be kept up to date on the City’s website.

Implementation Strategy 1.4: Through the use of Zoning Code regulation and the use of public participation, LPVNA should become the lead organization to which developers contact for neighborhood feedback and discussion on potential projects in and around La Plaza Vieja.

GOAL #2: BOOST ENVIRONMENTAL SERVICES AND NEIGHBORHOOD SAFETY

Implementation Strategy 2.1: Continue to build upon the Block Watch program successes by setting a goal of one person to monitor every street, which can become the “phone-tree,” allowing a quick verbal connection to remind people of meetings, to discuss a situation, or celebrate a moment.

Implementation Strategy 2.2: Continue La Plaza Vieja clean-up twice a year with distribution of trash bags and gloves to participants. A dumpster and recycling collection is made available the day of clean-up.

Implementation Strategy 2.3: Establish Beautification Days. Focus on one block at a time to, for example, plant trees, flowers, trim shrubs, or help neighbors fix and paint their porches, driveways, and sidewalks. Showcase neighborhood pride by awarding prizes for “best landscaping,” “best front porch,” or similar.

Implementation Strategy 2.4: Advertise bulk pickup days to La Plaza Vieja residents to encourage the disposal of large items and yard waste. Encourage apartments to provide bulk pickup containers and advertise them to the apartment residents, especially at the end-of-semester.

PARKS AND COMMUNITY SPACES

GOAL #3: ENHANCE PARKS MAINTENANCE, DESIGN, AND CONNECTION

Implementation Strategy 3.1: Enhance Old Town Springs Park (Many of these strategies are reflected in the Master Plan for Old Town Springs Park, which is a part of the Concept Plan in Chapter 2)

- Enhance the landscaping and signing on both sides of the park to provide an attractive entrance from either West Coconino Avenue or Lower Coconino Avenue. Maintain the existing sign at the north entrance to the park, which was built by neighborhood families.
- Provide a new flagpole and American flag to mark the Old Town Spring as a significant historical site in Flagstaff. Install a small light at the top of the flagpole so that the flag can be flown permanently.
- Consider historically themed playground equipment when replacing or expanding.
- Add a second porta-potty near the parking area to accommodate large parties that use the park’s Ramada, and indicate a limit on available parking spaces in the ramada rental permit (on- and off-site).
- Install interpretive signs to highlight the historic importance of the site and spring in local history.
- Set apart the spring in the park from the surrounding grass to assist with its ecological restoration by improving drainage features and introducing native spring vegetation. Provide irrigation for establishment of new plants.
- Incorporate native stone seating areas and low-profile decorative walls to better delineate the spring and extend the gathering space.
- Install commemorative plaques for each of the pine trees planted by neighborhood families along Coconino Avenue.
- Cut back the overgrown juniper trees along the northern slope of the park to improve the view of the pine trees above. Add a decorative bicycle rack and new park lights to ensure attractive pedestrian safety and access.

Implementation Strategy 3.2*: Enhance Guadalupe Park

- Install dark-sky friendly lighting for evening games.
- Pave and stripe parking lot to provide accessible and efficient parking.
- Purchase a nearby parcel to allow for relocation and improvement of the playground area and parking if the road network displaces these park features.

Implementation Strategy 3.3*: Enhance Plaza Vieja Park

- Incorporate a low ornamental wall that provides seating and separates the park from the traffic on Clay Avenue.
- Replace some of the blue rug junipers with northern Arizona perennials. Provide irrigation for establishment of new plants.
- Coordinate with the Beautification and Public Art Commission to provide public art opportunities that are historically and culturally relevant to La Plaza Vieja.
- Provide picnic tables for gatherings.

GOAL #4: COMMUNITY GARDENS

Implementation Strategy 4.1: Provide City program support to sustain a community garden on the Natural Grocers property at Clay Avenue and South Milton Road.

Implementation Strategy 4.2: LPVNA will help the City recruit and retain gardeners for the community garden and build a partnership with the local school to provide youth education on food systems.

GOAL #5: COMMUNITY CENTERS AND SPACES

Implementation Strategy 5.1*: Look for opportunities to provide common areas that are open to all La Plaza Vieja residents such as greenways and plazas.

Implementation Strategy 5.2: Actively research development opportunities as a stand-alone project or part of a broader redevelopment project to establish a community center within La Plaza Vieja. LPVNA could assist with efforts by establishing a business plan and exploring options and potential development partnerships.

PRESERVING THE NEIGHBORHOOD CHARACTER

GOAL #6N: PRESERVE THE NEIGHBORHOOD CORE AS A PREDOMINANTLY SINGLE-FAMILY NEIGHBORHOOD

Implementation Strategy 6N.1: Consider a maximum lot size for R1N in the Neighborhood Core through an overlay or other zoning code update.

Implementation Strategy 6N.2: Consider requiring an administrative design review for new single-family houses in La Plaza Vieja in order to encourage consistency with the goals of the Plan.

Implementation Strategy 6N.3: Incorporate elements of the architectural and landscaping policies and details from La Plaza Vieja's built environment into an overlay zone for the planning area.

GOAL #6T: ENCOURAGE CONTEXT-APPROPRIATE DEVELOPMENT IN THE TRANSITION AREA BETWEEN NEIGHBORHOOD AND COMMERCIAL CORRIDORS

Implementation Strategy 6T.1: For developments over 35 feet tall, step back buildings so they are closer to the neighborhood scale away from Milton Road and Route 66. Incorporate residential scale details, such as windows, doors and porches, on the building elevation facing the residential neighborhood.

Implementation Strategy 6T.2: For developments over 35 feet tall, buildings should have street-level design features that provide a pedestrian-friendly sidewalk environment next to the building.

Implementation Strategy 6T.3: Rezone all City-owned parks in La Plaza Vieja to the Public Facilities zone.

Implementation Strategy 6T.4: Incentivize rezoning of Highway Commercial parcels in the Transition Area to zones with lower height, mass, scale, density, and intensity of redevelopment to meet plan goals and policies. For example, in order to develop housing without a mixed-use component, a property in the transition area could be rezoned to Medium Density or High Density Residential. The Planning Director may submit applications on behalf of property owners to request voluntary downzoning for parcels in the Transition Area, reducing the cost of the application. Also consider buying development rights for key parcels to reduce entitlements, transfer of development rights, financial credits towards building permit fees, or other means of compensating property owners for voluntarily reducing mass, scale, density, and intensity.

GOAL #6C: ENHANCE THE COMMERCIAL EDGE

Implementation Strategy 6C.1: Consider development of enhanced design standards for first floors of commercial and mixed-use buildings in the Commercial Edge.

Implementation Strategy 6C.2: Encourage LPVNA to participate and build partnerships with local businesses around Route 66 events as a forum for telling La Plaza Vieja’s story in Flagstaff history.

Implementation Strategy 6C.3: Incorporate residential scale details, such as windows, doors and porches, on the building elevation facing the Neighborhood Core or residences in the Transition Area.

PRESERVING HISTORIC IDENTITY

GOAL #7: PRESERVE AND ENHANCE EXISTING HOUSING STOCK

Implementation Strategy 7.1*: LPVNA to support efforts to establish a pilot rehabilitation program for rental housing in La Plaza Vieja.

Implementation Strategy 7.2: Empower LPVNA to find non-federal grant funding for projects that can’t meet federal thresholds because of costs or sound mitigation issues.

GOAL #8: PRESERVE HISTORIC STRUCTURES AND LANDMARKS

Implementation Strategy 8.1: Consult with the State Historic Preservation Office (SHPO) for the purpose of repackaging a proposal for smaller targeted historic districts within La Plaza Vieja, such as the relocated AL&T houses on Clay Avenue, Lower Coconino Avenue, Coconino Avenue, and the homes along Tucson Avenue.

Implementation Strategy 8.2: The City of Flagstaff Zoning Code has a “Landmark Overlay District” mechanism to protect structures aged 50 years and older. For eligible houses in La Plaza Vieja, the Planning Director may submit applications to add historic buildings into the Landmark Overlay District with property owner’s permission.

Implementation Strategy 8.3: Conduct an inventory of eligible historic structures along Lower Coconino Avenue, West Coconino Avenue, and Spring Street.

Implementation Strategy 8.4: Encourage groups of property owners who want to work together to submit an application for a preservation grant to the SHPO with the help of the local Historic Preservation Officer at the City of Flagstaff.

Implementation Strategy 8.5: Continue historic research into the origins, ethnography, and migration patterns of La Plaza Vieja in order to support applications for landmark overlays and potential historic district designations by SHPO.

Implementation Strategy 8.6: Create a partnership between the City, LPVNA, and NAU that provides students with experience in historic neighborhood research and preservation. LPVNA may use this partnership to find grant funding for a paid intern to work for them as part of a 1-year fellowship.

Implementation Strategy 8.7: LPVNA and the City’s Historic Preservation Commission may work together to apply for grant funding to create a network of digital and real world interpretive opportunities to inform residents and visitors about La Plaza Vieja’s rich history and vibrant past. Examples may include: historic plaques on residences and businesses, guided tours, Quick Response Code (QR code) driven self-guided tours, etc. Leverage student volunteers, local non-profits, historic resource professionals, and City resources to support this effort.

GOAL #9: GATEWAYS

Implementation Strategy 9.1: Preserve and enhance La Plaza Vieja gateway signs at South Milton Road and Clay Avenue.

Implementation Strategy 9.2: Identify and acquire a location for a gateway sign on West Route 66 at the intersection with Blackbird Roost.



Figure 60: View of Mars Hill from La Plaza Vieja Open Space

TRANSPORTATION

GOAL #10: FLAGSTAFF URBAN TRAILS SYSTEM (FUTS)

Implementation Strategy 10.1*: Construct bicycle and pedestrian trails and on-street connections between La Plaza Vieja and the West Village, Townsite, and Southside neighborhoods.

Implementation Strategy 10.2: Maintain right-of-way for comfortable bicycle and pedestrian access along the Clay Avenue Wash after implementation of the floodplain improvements as outlined in the Rio de Flag Feasibility Report and Final Environmental Impact Statement. If the McCracken Street extension is pursued, an alternate location for a FUTS trail should be included in the design, if it cannot be accommodated along the original alignment.

Implementation Strategy 10.3: Acquire pedestrian and bicycle access that connects the Guadalupe Park and nearby elementary school to the future FUTS trail.

GOAL #11: BICYCLE AND PEDESTRIAN CROSSINGS⁷

Implementation Strategy 11.1: Provide a pedestrian crossing at Route 66 and Blackbird Roost to create access to groceries and services. This may be accomplished through a pedestrian-only crossing or as part of a fully signalized intersection.

Implementation Strategy 11.2: Construct a railroad-pedestrian underpass between Florence Avenue and Walnut Street to connect the La Plaza Vieja and Townsite neighborhoods. Incorporate public art designed with input from LPVNA into the structure. If possible, allow passage to be used by vehicles in emergency situations, such as flooding.

Implementation Strategy 11.3: Construct a pedestrian bridge over Milton Road to connect the La Plaza Vieja and Southside neighborhoods. Work with BNSF to place the bridge in their right-of-way.

Implementation Strategy 11.4: Construct an under-grade crossing of Milton Road for pedestrians and bicyclists at or near Malpais Lane that would be a direct access from the Northern Arizona University campus into and out of La Plaza Vieja.

GOAL #12: INTERNAL NEIGHBORHOOD STREETS

Implementation Strategy 12.1: Coordinate with the LPVNA for shared responsibilities in applying for grants and maintenance for streetscape and transportation improvements.

Implementation Strategy 12.2: Enhance and maintain streetscapes, dark-sky friendly lighting, and signage through City reinvestment and private property redevelopment. Streetscape improvements include, but are not limited to: curb, gutter, sidewalk repair or installations, crosswalks, street lights, street trees, planting strips, and street furniture.

⁷ The bicycle and pedestrian crossings in this section are listed in order of priority. Not all desired crossings may be possible to implement, but they provide aspirations for consideration in future corridor studies.

Implementation Strategy 12.3: Regularly assess speed limit compliance and the need for residential traffic calming on Clay Avenue and Blackbird Roost. If speed limits are regularly exceeded, consider school zone speed limit restrictions on Clay Avenue at Haven Montessori Charter School to protect children walking to and from school or other traffic calming measures as outlined in the Concept Plan.

Implementation Strategy 12.4: Acquire right-of-way to extend McCracken Street to Malpais Lane and create a connection north to Clay Avenue in order to achieve the Future Urban form of these blocks.

Implementation Strategy 12.5: Complete missing sidewalks throughout the neighborhood.

GOAL #13: NEIGHBORING GREAT STREETS

Implementation Strategy 13.1: Ensure any potential extension of a collector road to the west is designed to not increase the number of travel lanes on Clay Avenue, provides appropriate traffic calming and landscaping, and is designed as a Complete Street in order to preserve the *neighborhood* feel of the street.

Implementation Strategy 13.2: Consider the McCracken Street Extension as a possible alternative to the Clay Avenue Extension.

Implementation Strategy 13.3: Increase right-of-way dedication widths on Milton Road and Route 66 to allow for wider sidewalks and landscaping that support the pedestrian environment.

GOAL #14: ACCESS TO TRANSIT

Implementation Strategy 14.1: Per NAIPTA's Regional Five-Year and Long Range Transit Plan, provide bus service on Clay Avenue and Blackbird Roost with neighborhood input.



Figure 61: Clay Avenue Streetscape

ECONOMIC DEVELOPMENT

GOAL #15: SMALL BUSINESS AND ENTREPRENEURSHIP

Implementation Strategy 15.1: LPVNA to provide resources for small business and entrepreneurs by working with community economic development partners, including:

- Coconino Community College - Small Business Development Center.
- City of Flagstaff Economic Vitality Team: Enterprise Zone tax credits (non-retail businesses only); workforce education; growth and success of existing businesses.
- City of Flagstaff Community Design & Redevelopment: architectural examples of how to address building improvements, public space, and street engagement; utilize Historic Preservation Façade and Signage Grant, when applicable.
- Chamber of Commerce for existing programs.
- NAU Business School—engage class project to conduct a market analysis to better understand which commercial endeavors are most appropriate for this area.
- Economic Collaborative of Northern Arizona (ECoNA).

INFRASTRUCTURE AND NEIGHBORHOOD SERVICES

GOAL #16: PROTECT PRIVATE PROPERTY FROM FLOODING

For a description of implementation strategies for stormwater, see the Rio De Flag Flood Control Project or other City approved master plan.



Figure 62: An Alleyway in La Plaza Vieja

DEFINITIONS

*Definitions in this section are compiled from a number of sources. Definitions that are marked with a Z or R come from the Zoning Code and the **Flagstaff Regional Plan 2030 (FRP30)** respectively. If the definition in either of those documents is changed, it also applies to this document.*

Absentee landlord: A property owner who lives outside of the economic region and leases their property without assistance from a local management company.

Access (Z): A means of vehicular or non-vehicular approach or entry to or exit from property, a street, or highway.

Activity Centers (R): Mixed-use centers that vary by scale and activity mix depending on location. They include commercial, retail, offices, residential, shared parking, and public spaces. This Plan identifies existing and potentially new activity centers throughout the planning area, including urban, suburban, and rural centers.

Adaptive Re-use (R): Fixing up and remodeling a building or space, and adapting the building or space to fit a new use.

Affordable Housing (Z): Housing that is affordable to those who cannot afford market-priced housing locally to either rent or purchase. It is housing that may be provided with either public and/or private subsidy for people who are unable to resolve their housing requirements in the local housing market because of the relationship between housing costs and local incomes.

Alley (Z): A dedicated public right-of-way or passage or way affording a secondary means of vehicular access to abutting property and not intended for general traffic circulation.

Apartment (Z): Any real property that has one or more structures and that contains four or more dwelling units for rent or lease including mini-dorms.

Apartment House (Z): A building type that is a medium-to-large-sized structure that consists of four to twelve side-by-side and/or stacked dwelling units, typically with one shared entry.

Area Type (R): *FRP30* designates three area types: urban, suburban, and rural on the Future Growth Illustration. Area types may also be future or existing and overlap in some places.

Arterial Streets, Roads (Z): A road, street, or highway that is intended to provide for high speed travel between or within communities or to and from collectors. Access is controlled so that only regionally significant land uses may take direct access to these streets.

Bicycle Lane (Z): A dedicated lane for bicycle use demarcated by striping.

Block size: The size of the rectangular area surrounded by streets and usually containing several buildings. Suburban blocks are typically larger than urban blocks.

Build-out: A visual or quantities illustration of the extent to which buildings or use may occupy a parcel or area in the future. Maximum build-out refers to how much could be built if every lot was built to the maximum height and floor area ratio (FAR). The Concept Plan demonstrates a desired build-out scenario.

Bulb outs: A bulb out or curb extension is a traffic calming measure that shortens the crossing distance for pedestrians by extending the curb into the street at an intersection or mid-block crossing.

Bus pullouts: A designated location where the curb of the street is moved closer to the sidewalk to allow for buses to move out of traffic for pick-up and drop-off.

Business Sector: A business sector is a category defined by the North American Industry Classification System (NAICS), which is the standard used by Federal statistical agencies in classifying business establishments for the purpose of collecting, analyzing, and publishing statistical data related to the U.S. business economy (U.S. Census Bureau definition).

By Right (Z): Characterizing a proposal or component of a proposal that complies with the Zoning Code, and may thereby be processed administratively, without public hearing.

Carriage House (Z): An accessory dwelling unit to a primary dwelling on the same site. A carriage house provides on-the-ground-floor or above-a-garage, permanent provisions for living, sleeping, eating, cooking, and sanitation.

Civic (Z): Not-for-profit or governmental activities dedicated to arts, culture, education, recreation, government, transit, and municipal parking.

Collector Street (Z): A street that collects traffic from local streets and carries it to the arterial system. Collectors may supplement the arterial system by facilitating some through traffic volumes and may also serve abutting property.

Commercial (Z): Term collectively defining workplace, office, retail, and lodging functions for the purpose of describing general land use.

Commercial Cores (R): The center of every activity center has a commercial core allowing and encouraging commercial, institutional, high-density residential and mixed-use development; transit opportunities; and encouraging pedestrian-oriented design.

Commercial Edge: A Neighborhood policy area for La Plaza Vieja comprised of properties zoned Highway Commercial with frontage along Milton Road and Route 66. The area corresponds to the description of the commercial core and corridors in *FRP30* (see Map 13).

Community Garden (Z): An area where neighbors and residents have the opportunity to contribute and manage the cultivation of plants, vegetables, and fruits.

Compatibility (Z): Capable of existing in harmonious, agreeable, or congenial combination with other buildings, structures, blocks, or streets through the use of similar basic design principles including composition, rhythm, emphasis, transition, simplicity, and balance. Work is compatible if it is designed to complement the physical characteristics of the context and is cohesive and visually unobtrusive in terms of the overall patterns of development, scale, and continuity.

Complete Streets (R): Streets, roadways, and highways that are designed to safely and attractively accommodate all transportation users (drivers, bus riders, pedestrians, and bicyclists). Travelers of all ages and abilities can safely move along and across a complete street.

Concept or Illustrative Plan (R): A plan or map that depicts (illustrates, but does not regulate), for example, the streets, lots, buildings, and general landscaping of a proposed development.

Definitions

Conditional Use (Z): A use that would not be appropriate without restriction, but which is permitted provided that all performance standards and other requirements of the zoning code are met.

Conditional Use Permit (CUP): Written government permission allowing a conditional use.

Congestion: A term describing the flow and volume of traffic on a given roadway. Congestion usually refers to a situation where traffic is constrained by a bottleneck occurring further downstream in the system.

Connectivity: Describes how well a transportation network connects destinations for all modes (vehicle, bus, bike, and pedestrians). Connectivity is a term that applies to roads, trails, on-street bicycle lanes, and parallel bicycle and pedestrian paths.

Context (or Contextual Development) (R): Refers to the significant development, or resources, of the property itself, the surrounding properties, and the neighborhood. Development is contextual if it is designed to complement the surrounding significant visual and physical characteristics; is cohesive and visually unobtrusive in terms of scale, texture, and continuity; and if it maintains the overall patterns of development. Compatibility utilizes the basic design principles of composition, rhythm, emphasis, transition, simplicity, and balance of the design with the surrounding environment.

Context Sensitive Solution (CSS) (R): A way of designing and building transportation facilities and infrastructure to seamlessly reflect and minimize impacts on adjacent land uses and environmentally sensitive areas. A CSS project complements its physical and natural setting while maintaining safety and mobility.

Corridor: A set of essentially parallel transportation facilities designed for travel between two points.

Corridor study: A study of land use and transportation facilities in a corridor that accounts for future growth over a larger area.

Cottage: (See Single-Family Cottage)

Curb ramps: Graduated areas of the curb and gutter that are designed for wheelchair access.

Curb extensions: (See Bulb outs)

Cut-through traffic: Traffic that passes through a residential area as a means of bypassing congestion on larger capacity arterial and collector roads.

Demographics: Statistical data relating to the population and particular groups within it.

Density (Z): The number of dwelling units within a standard measure of land area, usually given as units per acre.

Design Standards (R): Standards and regulations pertaining to the physical development of a site including requirements pertaining to yards, heights, lot area, fences, walls, landscaping area, access, parking, signs, setbacks, and other physical requirements.

Down zoning: The process by which an area of land is rezoned to a use that is less dense and less developed than its previous zoning would have allowed.

Entitlement: (See By Right)

Flagstaff Regional Plan 2030 (FRP30): The City of Flagstaff's General Plan, ratified by voters on May 20, 2014.

FUTS (Flagstaff Urban Trails System) (Z): A city-wide network of non-motorized, shared-use pathways that are used by bicyclists, walkers, hikers, runners, and other users for both recreation and transportation.

Floor Area Ratio (FAR) (Z): An intensity measured as a ratio derived by dividing the total floor area of a building or structure by the net buildable site area.

Floodplain (Z): Any areas in a watercourse that have been or may be covered partially or wholly by floodwater from a one hundred-year flood.

Floodway: The area designated by the Federal Emergency Management Agency (FEMA) as the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. Communities must regulate development in these floodways to ensure that there are no increases in upstream flood elevations.

Future Growth Illustration: Map 22 in *FRP30* which shows land designations for future growth patterns and the areas designated for area types and activity centers.

Gable roof: The generally triangular portion of a wall between the edges of a dual-pitched roof.

Gateways: Gateways are spaces adjacent to intersections that provide entrance into the neighborhood, where landscaping, neighborhood identifying signs, and public art may be installed. They provide the first impression people have as they enter the neighborhood.

Goals (R): A desired result that the community envisions and commits to achieve.

Great Streets (R): Streets designed to take into account their entire three-dimensional visual corridor, including the public realm and adjacent land uses. Great streets are “complete” streets, meaning they service and take into account all users—not just motor vehicles—and serve as interesting, lively, and attractive community spaces.

Hipped Roof: A roof with the ends inclined, as well as the sides.

Historic Building (Property): A building with sufficient age, a relatively high degree of physical integrity, and historical significance and, therefore, may be eligible for listing on the National Register of Historic Places. Historic buildings may occur with or outside of a historic district and may be protected regardless of their relationship to a historic district.

Historic District: a group of buildings or properties that have been nominated by the State Historic Preservation Officer for the National Register or that have been protected locally through an overlay zone. Districts are established based on their eligibility, significance, and integrity.

Historic Resource (Z): A type of cultural resource that refers to objects, structures, natural features, sites, places, or areas that are associated with events or persons in the architectural, engineering, archaeological, scientific, technological, economic, agricultural, educational, social, political, military, or cultural annals of the City of Flagstaff, the state of Arizona, or the United States of America.

Home-based businesses (also called Home Occupation): Businesses that do not have a commercial presence on the street and are generally run out of a residence.

Infill (R): Occurs when new buildings are built on vacant parcels within city service boundaries and surrounded by existing development.

Definitions

Integrity, Historical Resource, or Cultural Resource (Z): The authenticity of a cultural resource's identity, judged by how evident is the general character of the period of significance, the degree to which the characteristics that define its significance are present, and the degree to which incompatible elements are reversible.

Intensity: The mass, bulk, and scale of buildings in commercial, industrial, institutional, and mixed-use settings. Typically, intensity is measured by the Floor Area Ratio.

Landmark (Z): A property with a specific historic district designation known as the landmark district.

Landscaping (Z): Flowers, shrubs, trees, or other decorative material of natural origin.

Land Use (Z): The purpose or activity for which land or any building or structure thereon is designated, arranged, or intended, or for which it is occupied or maintained; or any activity, occupation, business, or operation carried on or intended to be carried on in a building, structure, or on a parcel or lot.

Live-Work (Z): A mixed-use unit consisting of a commercial and residential function. It typically has a substantial commercial component that may accommodate employees and walk-in trade. The unit is intended to function predominantly as work space with incidental residential accommodations that meet basic habitability requirements.

Local Streets (R): Serve immediate access to property and are designed to discourage longer trips through a neighborhood.

Low Impact Development (LID) (Z): A stormwater management approach modeled after nature by managing rainfall runoff at the source using decentralized small-scale controls uniformly distributed throughout the development area.

Major Intersection Improvement: Constructed improvements to an intersection that generally exceed \$1 million in costs and significantly increases capacity (reducing congestion).

Mixed Use (Z): The development of a single building containing more than one type of land use or a single development of more than one building and use including, but not limited to, residential, office, retail, recreation, public, or entertainment, where the different land use types are in close proximity, planned as a unified complementary whole, and shared pedestrian and vehicular access and parking areas are functionally integrated.

Multi-Family Housing (Z): A residential building comprised of four or more dwelling units.

National Register Historic District: A district (as opposed to a single property) that has been included in the National Register of Historic Places.

National Scenic Byway: A road recognized by the United States Department of Transportation for one or more of six "intrinsic qualities": archeological, cultural, historic, natural, recreational, and scenic.

Neighborhood (R): Includes both geographic (place-oriented) and social (people-oriented) components, and may be an area with similar housing types and market values, or an area surrounding a local institution patronized by residents, such as a church, school, or social agency.

Neighborhood Core: A Neighborhood policy area for La Plaza Vieja comprised of properties zoned Residential Neighborhood (R1N) that is the architectural and cultural center of the Plan. The area corresponds to the Urban

Neighborhood description in *FRP30*. The built environment within this policy area is what defines neighborhood character and compatibility (see Map 13).

Parkway: A linear strip of vegetation between the curb and gutter of a street and the sidewalk.

Pedestrian Shed (R): The basic building block of walkable neighborhoods. A pedestrian shed is the area encompassed by the walking distance from a town or neighborhood center. Pedestrian sheds are often defined as the area covered by a 5-minute walk (about 0.25 mile or 1,320 feet). They may be drawn as perfect circles, but in practice pedestrian sheds have irregular shapes because they cover the actual distance walked, not the linear (crow flies) distance.

Plaza (R): A civic space type designed for civic purposes and commercial activities in the more urban areas, generally paved and spatially defined by building frontages.

Place Type (R): Place types include activity centers, neighborhoods, and corridors, and provide the framework around which our community is built. Land uses that occur within the different place types are further designated into categories such as residential, commercial, and institutional, which define the type of use and zoning for those place types.

Policy (R): A deliberate course of action, mostly directed at decision makers in government, but also may be for institutional or business leaders, to guide decisions and achieve stated goals.

Redevelopment(R): Is when new development replaces outdated and underutilized development.

Regulating Plan (Z): A set of maps that shows the transect zones, special districts, and special requirements for areas subject to, or potentially subject to, regulation by a form-based code for a Traditional Neighborhood Community Plan. It may also show street and public open spaces, and designate where various building form standards (based on intensity of urbanism) for building placement, design, and use will apply. The Regulating Plan graphically shows, applies, and places the regulations and standards established in a form-based code for a Traditional Neighborhood Community Plan.

Reinvestment (R): A community reinvests in an area through revitalization, redevelopment, infill, brownfield redevelopment, and historic preservation, all of which play a vital role in improving the quality of life for those living in and traveling to the City of Flagstaff and the region. Reinvestment promotes the resurgence of existing activity centers and walkable neighborhoods in areas suffering from lack of maintenance, and within activity centers and corridors.

Residential (Z): A land use type that is designated to accommodate single-family and multiple-family dwellings. Includes mobile and manufactured homes.

Revitalization(R): Is to repair what is already in place, adding new vigor by remodeling and preserving.

Road Network Illustration: Map 25 in *FRP30* which shows roads and corridors based on their role in land use and transportation planning.

Scale (Z): Similar or harmonious proportions, especially overall height and width, but also including the visual intensity of the development, the massing, and the shapes and sizes of the various design elements, such as the windows and doors.

Single-Family Cottage (Z): A small house usually located on smaller sized lots in more urbanized areas.

Definitions

Single-Family Detached Dwelling (Z): A dwelling designed and used for single-family use that does not share a wall with another dwelling.

Specific Plan (Z): Detailed element of the General Plan enacted under the provisions of A.R.S. § 9-461.08 that provides a greater level of detail for a specific geographic area or element of the General Plan, and that provides specific regulations and standards for the systematic implementation of the General Plan.

State Historic Preservation Office (SHPO): A state governmental function created by the United States federal government in 1966 under Section 101 of the National Historic Preservation Act (NHPA); the SHPO administers preservation programs under the NHPA.

Strategies (R): Suggested ideas of how to specifically implement policies.

Streetscape (Z): Those features of either the man-made or natural environment which abut, face, or are a part of a public street right-of-way including but not limited to, landscaping (materials and plants), street furniture, building facades and utilities, and facilities which are visible to the public such as fire hydrants, storm sewer grates, sidewalk, and street paving.

Substantial Improvement: Any reconstruction, rehabilitation, addition or other improvement of a structure, the cost of which equals or exceeds 50% of the market value of the structure before the “start of construction” of the improvement.

Suburban (R): Describes areas within the City in which a person is mostly dependent on the automobile to travel to work or other destinations (sometimes referred to as Driveable Suburban), and to accomplish most shopping and recreation needs. These environments may have areas where it is possible to walk or ride a bike for recreational purposes, such as on FUTS trails, but due to the lack of connectivity or nearby amenities, are not favorable for walking or biking as a primary mode of transportation on a day-to-day basis. Suburban areas have medium to low densities of people, residences, jobs, and activities with some services and goods available to residents, the streets and sidewalks vary in their design, and access to public transportation may be available.

Traffic calming: Features in the physical environment of a roadway intended to discourage speeding and cut-through traffic.

Trail (Z): A bicycle way located separately and independent from a vehicular thoroughfare for the shared use of bicycles and pedestrians.

Transect Zone (Z): One of several areas on the Zoning Map regulated by the standards found within the Zoning Code. Transect zones are ordered from the most natural to the most urban. Transect zones are administratively similar to the land-use zones in conventional codes, except that in addition to the usual building use, density, height, and setback requirements, other elements of the intended habitat are integrated, including those of the private lot and building and the public frontage (see Map 6).

Transition Area: A neighborhood policy area for La Plaza Vieja comprised of properties between the Commercial Edge and the Neighborhood Core. The area corresponds roughly to the description of pedestrian sheds in *FRP30*. This area is targeted for moderately scaled mixed-use development in order to meet the stated Plan goal of preserving neighborhood character (see Map 13).

Urban (R): Areas with a higher density of people, residences, jobs, and activities; buildings are taller and close to the street; streets and sidewalks are in a grid pattern of relatively small blocks; the area is walkable and a variety of services and goods are available; served by public transportation.

Viewshed (R): An area of land that is visible to the human eye from a vantage point with particular scenic value that may be deemed worthy of preservation against development or other change.

Walkability Audit: A community-based exercise intended to highlight opportunities, identify obstacles, and evaluate how easy it is to get around a neighborhood on foot.

Wildland-Urban Interface: The Wildland-Urban Interface for Flagstaff and surrounding communities at-risk encompasses multiple jurisdictions and ownerships within a relatively large geographical area. It is sufficiently large to: (1) Reduce the potential of a high intensity fire from entering the community; (2) Create an area whereby fire suppression efforts will be successful; (3) Limit large amounts of wind-driven embers or “fire brands” from settling on the community; and (4) Protect critical infrastructure (See *Community Wildfire Protection Plan for Flagstaff and Surrounding Communities in the Coconino and Kaibab National Forests of Coconino County, Arizona* for more information).

Zoning: Zoning describes the control of the use of land, and of the appearance and use of buildings by the City of Flagstaff.

Zoning Code (R): A set of legally binding provisions adopted by the City Council consistent with state law regulating the use of land or structures, or both, used to implement the goals and policies of *FRP30*.

Zoning District or Zone: Areas of land are divided into zones within which various uses are permitted and development standards and guidelines apply. The standards and uses in zones are used to estimate entitlements for private property.

PUBLIC PARTICIPATION

The City and the La Plaza Vieja Neighborhood Association would like to thank the members of the public who participated in workshops and meetings from the beginning of the project in 2008 to its final draft. This plan would not be possible without our community's commitment to the future of the La Plaza Vieja Neighborhood.

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April Arroyo	Genevieve Garvin	Megan Gavin
Art Babbott, County Supervisor	Georgianne Farness	Michael Leary
Art Gastelo	Gloria Baca-Valencia	Monica Baker
Art Keith	Gloria Olin	Paul D. Bustamante
Autumn Speer	Greg Brooks	Peter Conteras
Becky Daggett	Helen Ferrell	Phillip Garcia
Bernadette Barela	Ian Hublitz	Rebecca Dawn Hawley
Betty Baca	James Gallardo	Rick Brandel
Bob Alexander	Jane Kuhn	Rick Lopez
Bob Reys	Jay Farness	Robert A. Gonzalez
Brendon Ward	Jeanne Trupiano	Robert and Juanita Hernandez
Brianne Lorents	Jeffery Allen Young	Rod Wigman
C. Renee Lorents	Jenia Kimbrough	Sam Green
Caleb Alexander	Jennifer Brown	Sharon Edgar
Caleb Waters	Jesse and Irene Dominguez	Shawn Niece-Pendergast
Carlos Perez	Jessica Gist	Stephen Lopez
Carlos Sanchez	Jo Vocanda Baldo	Steve Dorsett
CeAnn Myers	John Aber	Tish Bogan-Ozmun
Charlie Silver	John Grahame	Tito Barela
Cherie McCracken	Johnny Anaya	Todd Martinet
Christine Aldeis	Jon Robinson	V. Norton
Clare McCracken	Jonathan Robinson	Vernon Mayes
Clint Jackson	Josh Robinson	Veronica Barcela
Clover Collard	Juanita Cobasky	Vicki Vega
Concha Bustamante	Julie Leid	
CV Wells	Kathy Milazzo	
David Carpenter	Kathy Turner	
David Lehman	Kelly Graham	
David Smith	Ken Berkhoff	
Debra Sepulveda	Kent Powell	
Delia Munoz	Kevin Parkes	
Denise Gauthier	Kim Avery	
Denise Wynne	Laura Bustamante-Myers	
Devonna McLaughlin	Lela Beatrice Montfort	
Donna Smith	Lisa Carroll	
Duffie Westheimer	Liz Archuleta, County Supervisor	
Edward Baca	Louis Valencia	

APPENDIX 1 – PRIORITIZATION OF IMPLEMENTATION STRATEGIES

Chapter 4 contains dozens of implementation strategies that would help achieve the goals and policies of the *La Plaza Vieja Neighborhood Specific Plan*. Not all of these will be achieved over the next **5 to 20 years** and many will be achieved based on funding and opportunities that are not currently foreseeable. This appendix identifies and provides details about the top priorities for LPVNA. Ideally, these are considered potentially achievable within the **first 5 years** after the Plan is adopted. These priorities do not represent a commitment of City resources. They do provide time-specific objectives that help track LPVNA and the City’s progress that may be reported in the *FRP30* annual report. Other strategies may be implemented in this timeframe as opportunities allow.

This appendix may be updated along with the annual review of the *Flagstaff Regional Plan 2030* in coordination with LPVNA, without a plan amendment.

NEIGHBORHOOD EMPOWERMENT

Priority Ranking 1	Lead Organization LPVNA	Potential Partnerships Community Development, other Neighborhood Associations, League of Neighborhoods
Implementation Strategy 1.4: Through the use of Zoning Code regulation and the use of public participation, LPVNA should become the lead organization to which developers contact for neighborhood feedback and discussion on potential projects in and around La Plaza Vieja.		
PATH FORWARD <i>Creating a neighborhood forum for civic discussion on a wide variety of issues is a central part of LPVNA’s mission. LPVNA will reach out to the City’s Community Development staff, ADOT, and other partners to stay up-to-date on planning issues and to disseminate information to La Plaza Vieja residents.</i>		
COSTS AND POTENTIAL FUNDING SOURCES This strategy is primarily accomplished through volunteer time and management of a phone tree, email list, and text messages. Community Development staff time is already a part of the City program of work.		

Priority Ranking 2	Lead Organization LPVNA	Potential Partnerships City of Flagstaff, other Neighborhood Associations, League of Neighborhoods
Implementation Strategy 1.2: Form a grant writing team for La Plaza Vieja that is led by LPVNA and comprised of neighborhood residents, City staff, City Commission members, non-profit organizations with specialized knowledge, and small business owners.		
PATH FORWARD <i>Forming a grant funding team to help with grant writing and administration is key to the success of the La Plaza Vieja Neighborhood Specific Plan. Without this strategy and receipt of grants, many of the other priorities will not be achievable.</i>		
COSTS AND POTENTIAL FUNDING SOURCES Volunteer and staff time are the main contributions to this implementation strategy. Grant writing for partners is not currently part of the program of work for City staff, but could be part of the roles assigned to staff without additional allocation of funds.		

PRESERVING THE NEIGHBORHOOD CHARACTER

Priority Ranking 1	Lead Organization City	Potential Partnerships
<p>Implementation Strategy 6N.1: Consider a maximum lot size for R1N in the Neighborhood Core through an overlay or other zoning code update.</p> <p>Implementation Strategy 6N.2: Consider requiring an administrative design review for new single-family houses in La Plaza Vieja in order to encourage consistency with the goals of the Plan.</p> <p>Implementation Strategy 6N.3: Incorporate elements of the architectural and landscaping policies and details from La Plaza Vieja’s built environment into an overlay zone for the planning area.</p> <p>Implementation Strategy 6T.1: For developments over 35 feet tall, step back buildings so they are closer to the neighborhood scale away from Milton Road and Route 66. Incorporate architectural features on the sides of the building facing La Plaza Vieja.</p> <p>Implementation Strategy 6T.2: For developments over 35 feet tall, buildings should have street-level design features that provide a pedestrian-friendly sidewalk environment next to the building.</p> <p>Implementation Strategy 6C.1: Consider development of enhanced design standards for first floors of commercial and mixed-use buildings in the Commercial Edge.</p>		
<p>PATH FORWARD <i>The Zoning Code administrator would develop a proposal for an overlay zone with enhanced public involvement that addresses these strategies.</i></p>		
<p>COSTS AND POTENTIAL FUNDING SOURCES The Zoning Code administrator can complete this work as part of the regular program of work.</p>		

Priority Ranking 2	Lead Organization City	Potential Partnerships LPVNA
<p>Implementation Strategy 6T.4: Incentivize rezoning of Highway Commercial parcels in the Transition Area to zones with lower height, mass, scale, density, and intensity of redevelopment to meet plan goals and policies. For example, in order to develop housing without a mixed-use component, a property in the transition area could be rezoned to Medium Density, or High Density Residential. The Planning Director may submit applications on behalf of property owners to request voluntary downzoning for parcels in the Transition Area, reducing the cost of the application. Also consider buying development rights for key parcels to reduce entitlements, transfer of development rights, financial credits towards building permit fees, or other means of compensating property owners for voluntarily reducing mass, scale, density, and intensity.</p>		
<p>PATH FORWARD <i>Supporting voluntary down zoning with City sponsored applications may not include review fees and therefore reduces the cost to the property owner. Opportunities to reduce development rights will be largely opportunistic.</i></p>		
<p>COSTS AND POTENTIAL FUNDING SOURCES Developing policies to implement this strategy would be completed as part of the Community Development staff’s program of work. The cost to the City would be foregoing fees that would otherwise be collected. There are only 17 lots in the Transition Area to which this strategy could apply.</p>		

PARKS AND COMMUNITY SPACES

<p>Priority Ranking 1</p>	<p>Lead Organization LPVNA</p>	<p>Potential Partnerships City, Museum of Northern Arizona Spring Restoration Institute, NAU, The Arboretum at Flagstaff, local nurseries</p>
<p>Implementation Strategy 3.1: Enhance Old Town Springs Park (Many of these strategies are reflected in the Master Plan for Old Town Springs Park, which is a part of the Concept Plan in Chapter 2)</p> <ul style="list-style-type: none"> • Enhance the landscaping and signing on both sides of the park to provide an attractive entrance from either West Coconino Avenue or Lower Coconino Avenue. Maintain the existing sign at the north entrance to the park, which was built by neighborhood families. • Provide a new flagpole and American flag to mark the Old Town Spring as a significant historical site in Flagstaff. Install a small light at the top of the flagpole so that the flag can be flown permanently. • Consider historically themed playground equipment when replacing or expanding. • Add a second porta-potty near the parking area to accommodate large parties that use the park’s ramada, and indicate a limit on available parking spaces in the ramada rental permit (on- and off-site). • Install interpretive signs to highlight the historic importance of the site and spring in local history. • Set apart the spring in the park from the surrounding grass to assist with its ecological restoration by improving drainage features and introducing native spring vegetation. Provide irrigation for establishment of new plants. • Incorporate native stone seating areas and low-profile decorative walls to better delineate the spring and extend the gathering space. • Install commemorative plaques for each of the pine trees planted by neighborhood families along Coconino Avenue. • Cut back the overgrown juniper trees along the northern slope of the park to improve the view of the pine trees above. Add a decorative bicycle rack and new park lights to ensure attractive pedestrian safety and access. 		
<p>PATH FORWARD</p> <p><i>LPVNA will take the lead on finding grant opportunities and volunteers. The City Parks Section will approve site plans and provide support for grant applications. Restoration and recognition of the historic importance of the spring is a high value for La Plaza Vieja. With improved integrity it could be eligible for recognition in the National Register of Historic Places. Improving appearance on the north side is also a priority. Trees planted by Hispanic families for Flagstaff centennial would be retained and culturally interpreted. La Plaza Vieja will provide for irrigation of new plants until established.</i></p>		
<p>COSTS AND POTENTIAL FUNDING SOURCES</p> <p>The rough estimate cost of the improvements proposed at Old Town Springs Park could be \$50,000-\$75,000. These improvements could be added to the Capital Improvement Plan list of unfunded projects next year in order to allow it to be funded in a future year. The La Plaza Vieja Neighborhood Association would set a year two goal to find a 10-30% match to City funds for spring restoration, interpretive panel research and design, and landscaping improvements. The projects in this park are not eligible for CDBG funding because the park is not in the targeted Census tract. Federal grants from the National Park Service may be a possible source of funding for municipal projects such as interpretive signs and restoration of the historic Old Town Springs.</p>		

Priority Ranking	Lead Organization	Potential Partnerships
2	LPVNA	City, local nurseries, local businesses
<p>Implementation Strategy 3.3: Enhance Plaza Vieja Park</p> <ul style="list-style-type: none"> • Incorporate a low ornamental wall that provides seating and separates the park from the traffic on Clay Avenue. • Replace some of the blue rug junipers with northern Arizona perennials. Provide irrigation for establishment of new plants. • Coordinate with the Beautification and Public Art Commission to provide public art opportunities that are historically and culturally relevant to La Plaza Vieja. • Provide picnic tables for gatherings. 		
<p>PATH FORWARD</p> <p><i>LPVNA will look for grant opportunities and coordinate volunteers for these efforts. The City Parks Section will approve site plans and provide support for grant applications. Highest priority will be to replace junipers with native vegetation. La Plaza Vieja will provide irrigation of new plants until established.</i></p>		
<p>COSTS AND POTENTIAL FUNDING SOURCES</p> <p>Total estimated cost of the proposed improvements at Plaza Vieja Park could be \$5,000-\$10,000 plus the amount of a City grant for public art that would be determined along with design work. Some of these improvements would be CDBG eligible and therefore it is likely that all or most of these costs could be grant funded. The City can provide technical assistance to LPVNA in preparation of their application and design work for the park.</p>		

PRESERVING HISTORIC IDENTITY

Priority Ranking	Lead Organization	Potential Partnerships
1	LPVNA	City Historic Preservation Officer, Pioneer Museum, NAU Department of History, Cline Library Special Collections, Museum of Northern Arizona, local independent historians
<p>Implementation Strategy 8.5: Continue historic research into the origins, ethnography, and migration patterns of La Plaza Vieja in order to support applications for landmark overlays and potential historic district designations by SHPO.</p>		
<p>PATH FORWARD</p> <p><i>Historic preservation professionals can help identify grant opportunities. LPVNA will write grants and help introduce researchers to local residents. Ultimately the products from this project could be used for applications and interpretive signs throughout La Plaza Vieja.</i></p>		
<p>COSTS AND POTENTIAL FUNDING SOURCES</p> <p>Estimated cost of the proposed project is approximately \$3,500 to \$5,000 per subject. City staff has already built the foundation for this work with an initial investment of \$5,000 for a historic Context Report for the neighborhood prepared by SWCA this year. Federal grants may be a possible source of funding for municipal projects such as research and interpretive signs, the restoration of the historic Old Town Springs, and some private projects.</p>		

Priority Ranking	Lead Organization	Potential Partnerships
2	LPVNA	City
<p>Implementation Strategy 8.2: The City of Flagstaff Zoning Code has a “Landmark Overlay District” mechanism to protect structures aged 50 years and older. For eligible houses in La Plaza Vieja, the Planning Director may submit applications to add historic buildings into the Landmark Overlay District with property owner’s permission.</p> <p>Implementation Strategy 8.4: Encourage groups of historic property owners who want to work together to submit an application for a preservation grant to the SHPO with the help of the local Historic Preservation Officer at the City of Flagstaff.</p>		
<p>PATH FORWARD</p> <p><i>The landmark overlay is available now. LPVNA will take the lead on educating property owners and using the research to support the landmark application. Grant opportunities to improve integrity of historic structures can be supported by the team from Implementation Strategy 8.4.</i></p>		
<p>COSTS AND POTENTIAL FUNDING SOURCES</p> <p>Estimated cost of the proposed work is \$3,500 to \$5,000 per property for the background work needed for a Landmark Overlay designation. Local grants are available for preservation work with approval by the Historic Preservation Commission for \$10,000 with a \$10,000 match. The State Heritage Fund is not offering grants at this time but may resume doing so in the future.</p>		

Priority Ranking	Lead Organization	Potential Partnerships
3	City	LPVNA, Pioneer Museum, NAU Department of History, Cline Library Special Collections, Museum of Northern Arizona, local independent historians
<p>Implementation Strategy 8.3: Conduct an inventory of eligible historic structures along Lower Coconino Avenue, West Coconino Avenue, and Spring Street.</p>		
<p>PATH FORWARD</p> <p><i>West Coconino Avenue and Lower Coconino Avenue are two of the longest habituated places in Flagstaff and have never been inventoried for their historic or archeological significance and integrity. An inventory of this area is needed in order to consider if portions of the area would be eligible for the National Register of Historic Places.</i></p>		
<p>COSTS AND POTENTIAL FUNDING SOURCES</p> <p>The estimated cost of an inventory of this nature is \$30,000.</p>		

TRANSPORTATION

Priority Ranking	Lead Organization	Potential Partnerships
1	ADOT	LPVNA, City
<p>Implementation Strategy 11.1: Provide a pedestrian crossing at Route 66 and Blackbird Roost to create access to groceries and services. This may be accomplished through a pedestrian-only crossing or as part of a fully signalized intersection.</p>		
<p>PATH FORWARD</p> <p><i>Develop a capital project in coordination with ADOT. This plan cannot commit ADOT to this project, but it can state the City and LPVNA’s desire to see it implemented. The project has already been identified as warranted.</i></p>		
<p>COSTS AND POTENTIAL FUNDING SOURCES</p> <p>The estimated cost for a pedestrian-hybrid beacon (PHB) is \$150,000 to \$180,000 and a full signal would cost approximately \$400,000. The cost of this improvement could be shared between the City, ADOT, and potentially private developers could provide a fair and roughly proportionate share. There are several potential sites along Milton Road for these kinds of improvements and so a final decision on the location would be made by the managing agency based on an assessment of future and current need along the entire corridor.</p>		

Appendix 1 – Prioritization of Implementation Strategies

Priority Ranking	Lead Organization	Potential Partnerships
2	City	LPVNA
<p>Implementation Strategy 12.3: Regularly assess speed limit compliance and the need for residential traffic calming on Clay Avenue and Blackbird Roost. If speed limits are regularly exceeded, consider school zone speed limit restrictions on Clay Avenue at Haven Montessori Charter School to protect children walking to and from school or other traffic calming measures as outlined in the Concept Plan.</p>		
<p>PATH FORWARD <i>Monitor traffic calming needs and effectiveness including before and after transportation projects. The City will accomplish this by using existing standards and measurements such as the traffic calming worksheet utilized by the City's traffic engineers.</i></p>		
<p>COSTS AND POTENTIAL FUNDING SOURCES This is already a part of the Residential Traffic Management Program administered by the City's Transportation Engineering Section. Traffic calming measures along Clay Avenue that were considered as part of The Standard's 2014 application for rezoning were estimated to cost \$250,000 at that time.</p>		

Priority Ranking	Lead Organization	Potential Partnerships
3	City	LPVNA, BNSF
<p>Implementation Strategy 11.2: Construct a railroad-pedestrian underpass between Florence Avenue and Walnut Street to connect the La Plaza Vieja and Townsite neighborhoods. Incorporate public art designed with input from LPVNA into the structure. If possible, allow passage to be used by vehicles in emergency situations, such as flooding.</p>		
<p>PATH FORWARD <i>Develop a City project that is planned and programmed in coordination with BNSF.</i></p>		
<p>COSTS AND POTENTIAL FUNDING SOURCES This is a funded project under development. The cost of implementation is \$2.8 million and is being funded by FUTS funding, grant money for enhancements, and the 2014 road repair and street safety tax.</p>		

Priority Ranking	Lead Organization	Potential Partnerships
4	City	LPVNA
<p>Implementation Strategy 12.5: Complete missing sidewalks throughout the neighborhood.</p>		
<p>PATH FORWARD <i>Missing sidewalks are the "low-hanging fruit" of pedestrian safety and less than a quarter mile of them are missing from the neighborhood. The City can look for opportunities to do this work in the next three years as part of the Capital Improvement Program.</i></p>		
<p>COSTS AND POTENTIAL FUNDING SOURCES The estimated cost of completing sidewalks along Malpais Lane and Blackbird Roost is approximately \$60,000. The bike and pedestrian safety improvements money from the 2000 Transportation Tax could be a source of funding for this project, or the sidewalk replacement money if willing property owners participate. This project would be evaluated against other needs for pedestrian improvements city-wide, but would be competitive because the missing segments are between a public bus stop and the Haven Montessori Elementary School.</p>		

APPENDIX 2 – METHODOLOGY

Demographics and Housing

The Census Analysis prepared for La Plaza Vieja was compiled from three main sources. For broader information concerning tracts, block groups, and overall population, we consulted information from the U.S. Census Bureau. Our second source was information from the Environmental Systems Research Institute (ESRI), a geographic information systems (GIS) and land-use consulting firm. Based on the ACS (American Community Survey) information provided, we were able to analyze data from the housing summary, population summary, community profile, household income profile, market profile, and business summary. Our third source was taken from the City's GIS information which includes GIS data from the Coconino County Assessor's Office (County Assessor).

To calculate total area population and number of housing units, we used County Assessor's GIS data to determine the total number of housing units in the three census blocks that overlap La Plaza Vieja. We then calculated the estimated population for La Plaza Vieja calculated by the total number of units (County Assessor's data) multiplied by the average family size (average of three census tracts).

For demographic data on race, ethnicity, age, housing vacancy, and household income, we only included the information related to 2010 Census data for tract 53452 (Central La Plaza Vieja). The area north of the tracks is in the same census tract as the Townsite neighborhood and Arrowhead Village Mobile Home Park is in the West Village census tract. Both of these areas have more socioeconomic similarities to the Central La Plaza Vieja tract than they do to the other areas that are included in their respective census tract based on local knowledge and feedback from residents. Therefore, we assumed that percentages from Census Tract 53452 would be the best representation of these areas.

An important anomaly in the 2010 Census data relates to the vacancy rate for La Plaza Vieja. 2010 was the year after the Great Recession ended and a 14% vacancy rate was captured at that time. It is highly unlikely, based on staff and LPVNA's observations, that the vacancy rate is still that high. Approximately 5-6 units currently appear vacant and new housing units have been created as part of infill projects in the last five years.

Heritage Preservation

In order to update our understanding of La Plaza Vieja's historic context, Annie Lutes from SWCA Environmental Consultants prepared an updated report of La Plaza Vieja's history and architectural styles. This report documented major historical events, migration of Hispanic families into and out of La Plaza Vieja, and the movement of buildings into La Plaza Vieja after the closure of the Arizona Lumber and Timber Mill and the redevelopment of Los Chantes.

A 1996 inventory of historic buildings, County Assessor's data, a National Park Service survey of Route 66 landmark hotels, historic photos, and information on individual commercial properties were used to determine the buildings inventoried for eligibility on [Map 3](#). County Assessor's data is a reliable source for determining what buildings have been demolished or replaced, but not for determining the age of buildings built prior to the 1980s. We therefore were not able to determine what structures in the area north of the railroad tracks would be eligible. We know that several of them are over 100 years old based on family records and the materials used in their exterior and construction. This is an area that will require further research in order to be determined.

Market Analysis

The market analysis for La Plaza Vieja covers two areas: (1) a count of businesses in the area, and (2) the types of businesses in the area. For this portion, we have consulted three main sources to gather our information for the market analysis. We looked over the ESRI data for topics concerning the count and types of businesses in the area. For owner and tax information regarding the parcels, we used the parcel viewer provided by the County Assessor. Lastly, we used the online Flagstaff Prospector economic development directory to gather information regarding the names of the businesses, estimated sales, market history, and a description of the business.

Land Use

Maximum build-out refers to how much could be built if every lot was built to the maximum extent allowed by right. Maximum build-out is ascertained by the maximum building height and **floor area ratio (FAR)** allowed by the Zoning Code and accounting for design criteria for commercial and mixed-use buildings.

Transportation and Infrastructure

Infrastructure, road, and sidewalk condition data is maintained by the City's Utilities, Engineering, and GIS divisions. The data shown for this report is up-to-date as of August 2014 and includes recent construction including replacement of water and sewer infrastructure and street surfaces. This was supplemented by a review of the walkability audit and survey results.

The City of Flagstaff conducted an online biking and walking survey that was supplemented by in-person surveys in health facilities for low-income residents and community events throughout the summer of 2014. The questions posed were administered City-wide but requested information about specific locations from the respondents. For the purpose of this analysis, responses for locations within the boundaries of the Plan were compiled.

The City of Flagstaff conducted a walkability audit in 2008 with residents and community leaders. A walkability audit uses a standard form created by the National Center for Safe Routes to School and the Pedestrian and Bicycle Information Center to assess the pedestrian environment for barriers and conditions that decrease the comfort of the pedestrian. This allows the City to compare different neighborhoods and corridors in a consistent way. In fall 2014, Andrew Hagglund and Tyler Shute, City interns, went out to La Plaza Vieja to check for changed conditions from the original survey. This was primarily to incorporate the changes after the construction work in the summer of 2014.

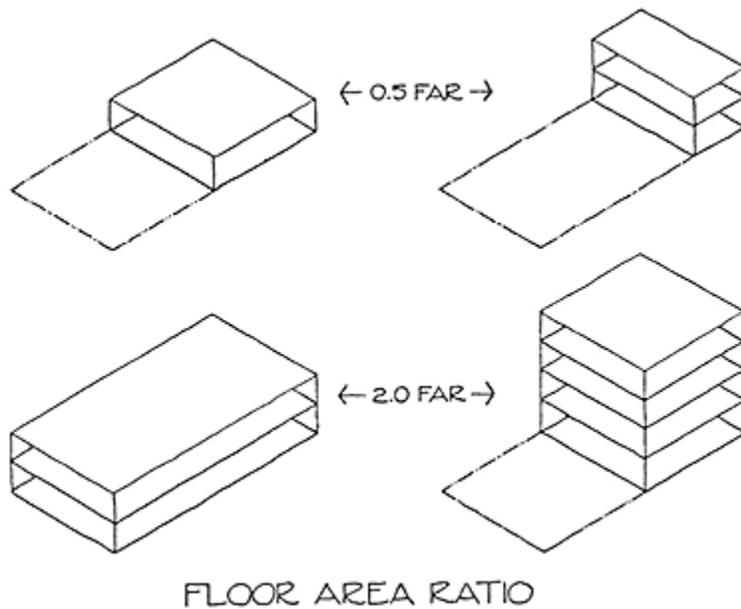
Crash data and reports were examined for every accident in the area boundary between 2001 and 2012 in order to better understand the pattern of crashes, most of which occur along Milton Road and Route 66. The vehicle movement, condition of the pedestrian or cyclist, and the level of injury were examined in this analysis.

APPENDIX 3 – ZONING BACKGROUND

DENSITY AND INTENSITY

Density refers to the intensity of development within a residential zoning district. In residential districts, density is generally measured by the maximum number of dwelling units permitted on a zoning lot. The maximum number of units is calculated by dividing the maximum residential area permitted on a zoning lot by the applicable factor for each zoning district. (Fractions equal to at least three-fourths are considered one unit.) The factors for each district are approximations of average unit size plus allowances for any common areas. Special density regulations apply to mixed-use buildings that contain both residential and community facility uses.

Intensity is the mass, bulk, and scale of buildings in commercial, industrial, institutional, and mixed-use settings. Typically, intensity is measured by the Floor Area Ratio. Below is a graphic describing how buildings with the same FAR requirement can take different forms on the same site.



SUMMARY OF ZONING RELEVANT TO LA PLAZA VIEJA

RESIDENTIAL ZONES IN NEIGHBORHOOD

Single-Family Residential Neighborhood (R1N)

The Single-Family Residential Neighborhood (R1N) Zone applies to those neighborhoods that are located between the Downtown Flagstaff Historic District and outlying areas of more recent suburban development. The R1N Zone, therefore, helps to maintain and enhance the historic character, scale, and architectural integrity of the downtown and surrounding area. Single-family residential development is the primary use type. This Zone is intended to preserve and build upon the existing development patterns inherent to Flagstaff’s oldest neighborhoods. New development, renovations, and additions should, therefore, be in character and scale with the existing architectural characteristics of this Zone.

USES PERMITTED

Public and private schools, home day care, most institutional residential uses (with CUP), most residential uses, minor public services, hospitals (with CUP), neighborhood meeting facilities

USES NOT PERMITTED

Multi-family residential, live-work, trade schools, manufactured homes, retail trades, room and board facility

Density Range = 2 – 14 du/ac

Maximum Building Height = 35’

High Density Residential (HR)

The High Density Residential (HR) Zone applies to areas of the City appropriate for medium to high density multiple-family residential development. This Zone is intended to provide an environment having maximum living amenities on-site while providing affordable housing, residential design flexibility, more efficient use of open space, and better separation of pedestrian and vehicular traffic. This Zone allows affordable and planned residential development that allow for higher densities.

USES PERMITTED

Public and private schools, neighborhood meeting facilities, most residential uses, institutional residential uses (with CUP), live-work (with CUP), offices (with CUP), room and board facility (with CUP), minor public services, neighborhood markets (with CUP)

USES NOT PERMITTED

Manufactured homes, retail trades, trade schools

Density Range = 13 – 29 du/ac

Maximum Building Height = 60’

Manufactured Housing (MH)

The Manufactured Housing (MH) Zone is applied to areas of the City appropriate for orderly planned development of manufactured housing parks and subdivisions to accommodate manufactured houses. This Zone also accommodates conventionally framed or constructed single-family residences secondarily and accessory uses as are related or incidental to the primary use and not detrimental to the residential environment.

USES PERMITTED

Public and private schools, neighborhood meeting facilities, day care, institutional residential (with CUP), minor public services, room and board facility (with CUP)

USES NOT PERMITTED

Multi-family buildings, two-family dwellings, retail trades, live-work, trade schools

Maximum Density = 11 du/ac

Maximum Building Height = 30'

COMMERCIAL ZONES IN NEIGHBORHOOD

Commercial Service (CS)

The Commercial Service (CS) Zone applies to areas of the City appropriate for those service industries and support activities necessary to maintain viable commercial retail trade centers. The development of residential uses in addition to commercial uses is encouraged in this Zone, provided that residential uses are located above or behind the primary commercial service use.

USES PERMITTED

Mini-storage, truck yards, incidental manufacturing, regional meeting facility, public/private/trade schools, most residential uses, institutional residential, live-work, room and board facility (with CUP), bars, all retail trades, general service, office, hospital (with CUP), minor public services, parking lots and garages, most auto services and sales

USES NOT PERMITTED

Warehousing, research and development, impound yard, commercial recreation facility, single-family homes, retail/service drive-thru, lodging, major public services, car washes

Gross Density = 13 du/ac

Maximum Building Height = 60'

Setbacks = 15' minimum side/rear setback when adjacent to residential

Highway Commercial (HC)

The Highway Commercial (HC) Zone applies to areas of the City appropriate for a full range of automobile-oriented services. The development of commercial uses in addition to residential uses is encouraged in the HC Zone to provide diversity in housing choices, provided that residential uses are located above or behind commercial buildings so that they are buffered from adjoining highway corridors. The provisions of this Zone are also intended to provide for convenient, controlled access and parking, without increasing traffic burdens upon the adjacent streets and highways. This Zone is designated primarily at the commercial corridors of the City, with the intention of making the City more attractive as a tourist destination while providing needed commercial activity.

USES PERMITTED

Research and development (with CUP), impound yard, warehousing, mini-storage (with CUP), incidental manufacturing, all recreation, all education, all assembly, all residential and institutional residential, all retail trade and services, garages and parking lots, all auto vehicle sales and services

USES NOT PERMITTED

Single-family residential, major public services, passenger transportation facility, various industrial uses

Gross Density = 13 du/ac

Maximum Building Height = 60'

Setbacks = 15' minimum side/rear setback when adjacent to residential

APPENDIX 4 – MILTON ROAD MICROSIMULATIONS

The Flagstaff Metropolitan Planning Organization (FMPO) has been working on operational microsimulations of alternatives for improving access and reducing congestion on the Milton Road and Route 66 corridors adjacent to the La Plaza Vieja neighborhood as part of the effort to update the Regional Transportation Plan. The recommendations of the evaluation are still pending. The results of the study will inform a future corridor study that aligns operational treatments with preferred land uses and urban design. The final study can be referenced at a later date for a full performance evaluation of the scenarios discussed in this appendix.

The microsimulations bundled together improvements along Milton Road, Route 66, and related cross streets and backage roads into varied packages of treatments. Treatments included intersection improvements, pedestrian crossings, and new network connections. The treatments were tested against today's conditions and future conditions represented by a 20% growth rate in the corridor. Improvements included widening of Milton Road, extensions of either Clay Avenue or the potential McCracken Street Extension, and a traffic signal at Blackbird Roost among others. Clay Avenue extension was looked at in early iterations for its potential outcomes but was dropped from future bundles after a consensus was reached that the McCracken Street extension could carry the same volume and would better meet the goals and policies developed for the neighborhood Specific Plan.

Three final bundles will be constructed of the most effective treatments and add alternative transit services as well. The operational performance including traffic delay, queue lengths, transit frequency, distance between pedestrian crossings, and more will be reported on. A general assessment of land use policy alignment and relative cost will also be provided.

One bundle will be more urban in nature. It will include the McCracken Street Extension, a fully signalized intersection connecting Blackbird Roost and Metz Walk, a full system of backage roads on the east and west side of Milton Road, and increased connectivity across Milton Road. Preliminary results for this bundle showed higher traffic through the La Plaza Vieja neighborhood than other alternatives and more congestion on Milton Road as a result of increased delay at the intersection of Clay Avenue, Butler Avenue, and Milton Road.

Another bundle will be more suburban and include six lanes for vehicle travel on Milton Road and major improvements to the Humphreys and Route 66 intersection. Widening Milton underneath the BNSF bridge was not modeled at this time, because it is difficult to predict when bridge replacement that would allow for six lanes will be possible. The third lane on the northbound side of the road instead makes a right turn into the Southside neighborhood on Phoenix Avenue. Preliminary results for this model show that these changes allow for all traffic increases to be handled through the arterial network and congestion would improve.

The final hybrid bundle will include partially widening Milton Road to allow for six lanes between Riordan Road and the BNSF bridge, bus rapid transit improvements, increased connectivity, and backage roads. Like the more suburban bundle, the third lane on the northbound side of the road makes a right turn into the Southside neighborhood on Phoenix Avenue. Preliminary results for this model are not yet available. See the final study for more information.

APPENDIX 5 – BIBLIOGRAPHY

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Or visit our website at: <http://www.flagstaff.az.gov/comprehensiveplanning>.

RESOLUTION NO. 2015-35

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF,
ARIZONA ADOPTING THE LA PLAZA VIEJA NEIGHBORHOOD SPECIFIC
PLAN AS A MINOR PLAN AMENDMENT TO THE FLAGSTAFF REGIONAL
PLAN 2030 AND ESTABLISHING AN EFFECTIVE DATE**

RECITALS:

WHEREAS, La Plaza Vieja Neighborhood Association petitioned the City requesting adoption of a specific plan for their neighborhood; and

WHEREAS, the neighborhood and the broader public discussed with staff major policy issues, the concept plan, goals, and policies for inclusion in the specific plan, and staff provided drafts of the specific plan for community discussion; and

WHEREAS, the specific plan to be adopted is a result of that community and neighborhood input; and

WHEREAS, the La Plaza Vieja Neighborhood Specific Plan (Specific Plan) provides greater detail for the neighborhood than the Flagstaff Regional Plan 2030 (Regional Plan). It contains additional goals, policies, maps, illustrations and strategies in support of and conforming to the f Regional Plan for the La Plaza Vieja neighborhood; and

WHEREAS, the Specific Plan includes all the elements required by law; and

WHEREAS, the Planning and Zoning Commission, after notice, citizen- review process and legally-required hearings, recommended approval of the Specific Plan; and

WHEREAS, the Flagstaff City Council, after notice and hearing, recommends adoption of the Specific Plan; and

WHEREAS, all legal requirements for adoption of this Specific Plan have been met.

ENACTMENTS:

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FLAGSTAFF AS FOLLOWS:

SECTION 1. The Flagstaff City Council hereby adopts the La Plaza Vieja Specific Plan dated September 17, 2015.

SECTION 2. Staff may make changes to the Specific Plan to correct typographical errors or enhance grammar for the next thirty days. Staff may also make any changes authorized by the Council during the public meetings regarding the Specific Plan for the next thirty days.

SECTION 3. The Flagstaff City Council hereby amends the Regional Plan to include a list of adopted amendments and Specific Plans incorporated by reference.

SECTION 4. This resolution shall become effective thirty (30) days following adoption by the City Council.

PASSED AND ADOPTED by the City Council of the City of Flagstaff this 20th day of October, 2015.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Elizabeth A. Burke, City Clerk
Date: 10/14/2015
Meeting Date: 10/20/2015



TITLE

Future Agenda Item Request (F.A.I.R.): A request by Councilmember Putzova to place on a future agenda discussion and possible action regarding Indigenous People.

RECOMMENDED ACTION:

Council direction.

EXECUTIVE SUMMARY:

Rule 4.01, Procedures for Preparation of Council Agendas, of the City of Flagstaff City Council Rules of Procedure outlines the process for bringing items forward to a future agenda. Councilmember Putzova has requested this item be placed on an agenda under Future Agenda Item Requests (F.A.I.R.) to determine if there are three councilmembers interested in placing it on a future agenda.

INFORMATION:

None

Attachments:

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Elizabeth A. Burke, City Clerk
Date: 10/14/2015
Meeting Date: 10/20/2015



TITLE

Future Agenda Item Request (F.A.I.R.): A request by Councilmember Evans to place on a future agenda discussion of Downtown Disability Parking.

RECOMMENDED ACTION:

Council direction.

EXECUTIVE SUMMARY:

Rule 4.01, Procedures for Preparation of Council Agendas, of the City of Flagstaff City Council Rules of Procedure outlines the process for bringing items forward to a future agenda. Councilmember Evans has requested this item be placed on an agenda under Future Agenda Item Requests (F.A.I.R.) to determine if there are three councilmembers interested in placing it on a future agenda.

INFORMATION:

None

Attachments: