



2015 STUDENT HOUSING WORK PLAN

REPORT OUT BY
COMMUNITY & STAFF
WORKING GROUPS

STUDENT HOUSING WORK PLAN - SHAP

Beginning of the Community Conversation:

- 2013 & 2014 – Proposed Student Housing Developments before City Council
- October 2014 – Student Housing Symposium
(NAU, City, County, & Neighborhood Leaders)
- January 2015 – Council adoption of SHAP
(Student Housing Action Plan – Resolution 2015-01)



8 ELEMENTS OF STUDENT HOUSING ACTION PLAN

1. Est. Internal/External Working Groups - Assign :

Regional Plan Review
Off Campus Guide
Outreach to Landlords

2. City Code Changes – Public Safety

3. Implement NAU- Neighborhood Liaison, Education & Outreach Actions

4. City Development/Zoning Neighborhood Outreach

5. Parking System Development

6. Review Definition of “Family” - Cf. memo from City Attorney

7. Land Use (Use-By-Right) - Cf. memo from City Attorney

8. Traffic Impacts & Analysis

STUDENT HOUSING WORK PLAN - SHAP

- ↪ **Tonight Report Out to include:**
 - ↪ Elements completed
 - ↪ Elements in process towards implementation
 - ↪ Recommendations for Council consideration

- ↪ **Work of External Working Group – presented by Charlie Silver, Townsite Neighborhood**

- ↪ **Work of Internal Working Group – presented by staff from NAU, Rick Brandel, and City of Flagstaff (Karl Eberhard, Dan Folke, Roger Eastman, Walt Miller, Dave Wessel)**

- ↪ **Accept the Report – receive Council direction**

ELEMENT 1(B): ESTABLISH COMMUNITY/EXTERNAL WORKING GROUPS TO REVIEW REGIONAL PLAN

SHAP – 8 EWG Meetings:

**April 7, May 6, June 3, June 18, June 30,
July 16, Aug 6, Aug 23**

- **Context-sensitivity and compatibility**
 - Adjustments to Regional Plan policies recommended
- **Focus on WHAT you want not WHO you want**
 - Change from Student housing to High Occupancy Housing (HOH)
 - Determined that a specific plan is recommended

ELEMENT 1(B): STUDENT HOUSING GROUP PROCESS

Brainstormed characteristics of a good student housing— high occupancy project

Narrowed to things that related to the Regional Plan and City Policies, ordinances, etc.

Combined issues into recommendations

ELEMENT 1(B): REGIONAL PLAN REVIEW OUTSIDE A PROPERTY OWNER/DEVELOPER'S CONTROL

	Comments
Proportion of on-campus housing	<ul style="list-style-type: none">• There was an idea at the last meeting of having a Town-Gown Housing policy that NAU and the City sign off on.• However, given this list of issues perhaps it is a land use housing and transportation document that is needed.
Education for off-campus students	
Long term parking for students	
Park and Ride facilities for campus employees and students	
Create buffers between residential and student housing	

ELEMENT 1(B): REGIONAL PLAN REVIEW - OTHER

Topic	Comments
Public engagement, Transparency and accountability	<ul style="list-style-type: none">• Partially address by proposed Zoning Code updates• Accountability thoughts• Other ideas discussed for this topic: Demonstrated effort to incorporate comments for project, significantly address neighborhood concerns, community support for projects

ELEMENT 1(B): REGIONAL PLAN REVIEW : STUDENT HOUSING CHARACTERISTICS

Topic	Characteristic	Disposition
Building design	compatible scale, form, intensity and density with surrounding properties	
Building design	Protects the character of historic neighborhoods and districts	
Building design	Appropriate intensity and location of activities such as parties, pools, etc.	
Building design	Security and environmental design portion of Crime-Free Multi-Family Housing program	Folded into Quality of Management
Building design	Stepped back upper floors (“wedding cake” design)	Fold into compatible scale, form

ELEMENT 1(B): REGIONAL PLAN REVIEW : STUDENT HOUSING CHARACTERISTICS

Topic	Characteristic	Disposition
Natural resources	Considers impacts to dark skies	Not carried forward for further discussion - addressed elsewhere

REGIONAL PLAN: STUDENT HOUSING CHARACTERISTICS

Topic	Characteristic	Disposition
Social impacts	Quality of management	
Social impacts	Protect iconic view sheds	
Social impacts	Relocation of existing residents	Not carried forward for further discussion - addressed elsewhere

ELEMENT 1(B): REGIONAL PLAN REVIEW

STUDENT HOUSING CHARACTERISTICS

Topic	Characteristic	Disposition
Transportation	Adequate off-street parking – ties to occupancy and not bedrooms	Addressed proposed by Zoning Code updates
Transportation	Proximity to other forms of transportation (FUTS, bus, etc.)	
Transportation	Off-site barriers to walkability between site and campus	
Transportation	Proximity to transit	
Transportation	Avoids locations where traffic impacts are hard to mitigate (i.e. Hwy 180)	Not carried forward for further discussion – addressed elsewhere

ELEMENT 1(B): REGIONAL PLAN AMENDMENTS RECOMMENDATIONS

CC (Community Character) 2.7 – add neighborhoods in addition to districts

LU (Land Use) 18.6 – add a condition about balancing this with protection of the character of historic neighborhoods and districts.

NH (Neighborhood Housing) 1.4 – change “increased densities” to “context – sensitive increases in density”

Rationale: This is a policy for neighborhoods and not activity centers. Density in neighborhoods can be increased on a small scale through accessory structures and missing middle housing types, when done in the appropriate context.

ELEMENT 1(B): REGIONAL PLAN RECOMMENDATIONS SITING

- Types of HOH (High Occupancy Housing) projects to date seem more appropriate on campus or in certain areas of town (e.g. Woodlands Village)
- Not in or adjacent to historic districts / neighborhoods
 - E.g., CC.2.7 Protect existing historic districts [neighborhoods] from encroachment by land uses that compromise the historic characteristics of the district [neighborhood].
 - Any neighborhood when applying context-sensitivity, i.e. does it fit; does it logically flow?
- Campus proximity not so much of an issue if there is transportation and access/proximity to that transportation
- Important to remove barriers to walking, biking, and transit

ELEMENT 1(B): REGIONAL PLAN RECOMMENDATIONS ON SPECIFIC PLAN / CITY POLICY

Develop a specific plan for high occupancy housing that implements...

- Goal CC.3. Preserve, restore, enhance, and reflect the design traditions of Flagstaff in all public and private development efforts.
- Policy NH.1.7. Develop appropriate programs and tools to ensure the appropriate placement, design, and operation of new ~~student~~ high occupancy housing developments consistent with neighborhood character and scale.
- Policy NH.6.1. Promote quality redevelopment and infill projects that are contextual with surrounding neighborhoods. When planning for redevelopment, the needs of existing residents should be addressed as early as possible in the development process.

ELEMENT 1(B): RECOMMENDATIONS ON WHAT THE REGIONAL PLAN SHOULD INCLUDE, *INTER ALIA*:

- Definition of high occupancy housing (HOH)
- Appropriate locations based on levels of compatibility
- Protections for unique character of historic neighborhoods/districts
- Clarify how LU.5. should be applied in different neighborhoods
- Clarify Regional Plan & City policies re: reinvestment/redevelopment
- Best practices for design and development of HOH
- Relationship of neighborhood plans
- Safe connectivity to transit

ELEMENT 1(B):

OTHER ISSUES AND RECOMMENDATIONS

- Changes to residential on-site parking requirements in the Zoning Code, changes recommended by the Planning and Zoning Commission.
- Continue to engage NAIPTA as a direct participant/team member in the application process for multi-family housing projects and particularly high occupancy housing projects.
- NAU exploring entry for students into NAIPTA system from edges of campus or long distances getting access to transportation on and off campus.
- Continue formal coordination between NAU, ADOT and City.

ELEMENT 2: PUBLIC SAFETY CONDITIONS AND COMPLIANCE

Nuisance Party – Amendments to FCC-6-08-001-0005

Time Line

- March 10, 2015 the first revised ordinance was presented to Council.
- May 5, 2015 revisions were made. Council heard 1st read of the revised ordinance.
- May 19, 2015 Council heard 2nd read and adopted the revisions.
- June 18, 2015 Nuisance Ordinance 6-08-001-0005 became effective

ELEMENT 2: PUBLIC SAFETY CONDITIONS AND COMPLIANCE CONDITIONS AND COMPLIANCE

Nuisance Party Ordinance (cont.)

Major Changes and Procedures

- A violation of the ordinance is civil and not criminal
- Officers may cite anyone on a first offense under this ordinance
- Prohibits parties at the same address for a 120 day period – (modified from 90 period)
- Ordinance can hold property owners responsible if “Nuisance Parties” continue to occur (after proper notice has been given)

ELEMENT 2: PUBLIC SAFETY CONDITIONS AND COMPLIANCE CONDITIONS AND COMPLIANCE

Nuisance Party Ordinance (cont.)

Civil Penalties:

- First offense is \$250
- Second offense within 120 days of the first is \$500
- Third or subsequent offense within 120 days of the second is \$1000
- *Property owners can be held responsible for the same civil penalties after proper notice has been given and received and the nuisance issues continue to occur

ELEMENT 2: PUBLIC SAFETY CONDITIONS AND COMPLIANCE

Nuisance Party Ordinance (cont.)

Training and Public Outreach

- All officers trained on the ordinance; City Attorney Marianne Sullivan has trained the City Magistrates and City Court staff
- An information sheet developed which serves as a quick summary guide to the new ordinance.
- The information sheet sent to several property management companies as well as some Neighborhood and Homeowners associations.
- Information sheet provided to NAU and distributed via their electronic guide book.

ELEMENT 2: PUBLIC SAFETY CONDITIONS AND COMPLIANCE

Nuisance Party Ordinance (cont.)

- **Numbers to date** as of October 23, 2015
 - Calls for service
 - Year to date
 - 2014 calendar year
 - Nuisance Party response notices issued
 - Nuisance Party citations issued
 - Court hearings
 - Responsible pleas

ELEMENT 4: ZONING CODE AMENDMENTS

Public and Neighborhood Notification:

- 1. Neighborhood Meeting – Applicant**
- 2. Public hearing legal notifications - City staff**

ELEMENT 4: ZONING CODE AMENDMENTS

Public and Neighborhood Notification:

1. Neighborhood Meeting – Applicant

- Process – min. 2 neighborhood meetings
- Director may expand notification area
- Include residents/tenants on property
- Written summary by applicant – track issues

2. Public hearing legal notifications - City staff

- Director may expand notification area
- Include residents/tenants on property

ELEMENT 4: ZONING CODE AMENDMENTS

Amendments to Zoning Code – Parking Standards.:

1. Table 10-50.80.040.A

- Affordable housing – no changes
- Single-family dwelling 2.0 (no change)
- Multi-family*

Studio	1.25 (no change)
1 bedroom	1.5 (no change)
2-3 bedrooms	2.0 (change)
4 bedrooms	<u>2.5</u> (change)
5+ bedrooms	<u>2.5 for 1st four + 0.5</u> <u>per bedroom</u>
Guest spaces	.025 for each 2+ bed

* Includes all multi-family, triplex and duplex

ELEMENT 4: ZONING CODE AMENDMENTS

Amendments to Zoning Code – Parking Standards:

1. Table 10-50.80.040.A

~~Rooming & Boarding Facilities-Dormitories, SROs, Fraternities & Sororities~~

~~Private Rooms 1 per bedroom or sleeping room plus 1
for owner or manager~~

~~No Pvt. Rooms 1 per 100 gsf plus 1 for owner or
manager~~

ELEMENT 4: CONDITIONS AND COMPLIANCE

Ensuring Compliance with Zoning Approvals

- 1. Conditions of Approval – Adopted by Ordinance to Amend Zoning Map**
 - a. Further purposes of the Regional Plan**
 - b. Reduce impacts**
 - c. Ensure compatibility**
 - d. Protect neighborhood character**
 - e. Protect health, safety and welfare of the public**
- 2. Non-compliance: violation of the zoning code**
 - a. Civil Citation – Flagstaff Municipal Court**

ELEMENT 4: CONDITIONS AND COMPLIANCE

Ensuring Compliance with Zoning Approvals

1. Conditional Use Permit – Planning & Zoning (P&Z)

Commission Conditions of Approval

- a. Ensure purposes of the Zoning Code**
- b. Compatibility**
- c. Provision of off-site improvements**

2. Enforcement

- a. Planning Director reports non-compliance to P&Z**
- b. P&Z may schedule a hearing to consider revocation of the CUP**

ELEMENT 4: CONDITIONS AND COMPLIANCE

Ensuring Compliance with Zoning Approvals

1. Development Agreement (DA) – Two party contract approved by City

Council

- a. Tailor the DA to specific project
- b. Appropriate topics:
 - i. Off-site improvements: traffic, sewer, water & stormwater
 - ii. Provision of alternative transportation modes (transit, bicycle & pedestrian facilities)
 - iii. On- site property management & security
 - iv. Participation in the crime free multi-family program
 - v. Lighting standards
 - vi. Occupancy limits

2. Enforcement – Breach of contract: time to cure, mediation, penalty or damages

ELEMENT #2 : CONDITIONS AND COMPLIANCE

Incorporate Crime-free, Multi-Family Housing in the City's Site Plan Review Process

- **Police Department : review for security design and educate on Crime Free Multi-family program**

ELEMENT 1: NAU LIAISON , OFF-CAMPUS HOUSING GUIDE & OUTREACH

- JULY, 2015 **Off-Campus Housing Guide Document reviewed & Edited**
- SEPT & OCT, 2015 **Off-Campus Housing Guide E-mailed to Flagstaff students residing off-campus**
- FALL, 2015 & SPRING, 2016
Visit on-site mgmt. staff to review NAU resources and seek their assistance
- JAN, 2016 **Plan & timeline finalized for educating students considering off-campus housing in AY 2016-17**

ELEMENT 1 & 3: NAU LIAISON , OFF-CAMPUS HOUSING GUIDE , OUTREACH & NAU LIAISON

- FEB THRU MAY, 2016 **Implement Education plan for returning students**

ADDITIONAL ELEMENTS:

- Work with City staff and Neighborhood Associations to identify and contact property owners for outreach to single family homes
- Update electronic mailing list for owners, landlords, on-site property managers and mgmt. organizations in Flagstaff which rent to students
- University commitment to use NAU staff as Liaison to the community on housing issues

ELEMENT 5: REEXAMINE PARKING PERMIT SYSTEM

Parking System concepts update: Where we are today

City Council Direction (July 14, 2015):

- **Per stakeholders, develop more comprehensive strategy**
- **More stakeholder consensus**
- **Plan for no-cost residential permits**
- **Provide a history of parking meters in Flagstaff**
- **Provide strategies other than parking**
- **Some thoughts on plan details**
- **Return quickly**

ELEMENT 5: REEXAMINE PARKING PERMIT SYSTEM

Parking System concepts update: Where we are today

Activities Since:

- Legal review of stakeholder suggestion - Reserved Spaces
- Per stakeholders, “comprehensive” = meters now
- Core Group Meetings: Vision, Problem, Core Tenants, and Solutions
- Seeking history of parking meters in Flagstaff
- RFP for Parking Meters
- Adaptation of Residential Parking Permit concept
- Community Outreach

ELEMENT 5: REEXAMINE PARKING PERMIT SYSTEM

Parking System concepts update: Glimpse Ahead

Activities Planned:

- Finalize / Publish / Receive / Evaluate RFP
- Community Outreach – Re-acquire consensus
- Continue development of plan details
- Adapt plan accordingly
- Early December City Council consideration

ELEMENT 8: TRAFFIC IMPACT ANALYSIS

Trip Generation by Student Housing Complexes

- Purpose: To determine the influence of variables such as proximity to NAU, to transit, to walking and biking on vehicular trip rates and parking needs. Insights to the effectiveness of multimodal and land use solutions may also be gained.
- Work to Date: Traffic counts at six locations and data collection on primary variables has been completed
- Work Remaining: Parking utilization study at original six locations and addition of several more sites to improve the confidence of the results

ELEMENT 8: TRAFFIC IMPACT ANALYSIS

Transportation Impact Analysis Procedures

- Purpose: To expand analysis procedures to fully address all modes and more predictably address proportional share requirements of development.
- On September 14-15, 2015, FMPO hosted a successful peer review of its travel modeling efforts in support of the TIA process. Modeling experts from around the country and TIA experts from across the state participated.
- Recommendations in a full report are expected in 2-4 weeks.

STUDENT HOUSING WORK PLAN - SHAP

The charge from the Council and work of the External Working Group is concluded with this report.

QUESTIONS - NEXT STEPS

Pleasure of the Council?

- Accept the report without additional comment at this time?
- Accept and provide direction to staff on high-level next steps?
- Accept and convene a future meeting to discuss recommendations for potential action?