

FINAL AGENDA

REGULAR COUNCIL MEETING
TUESDAY
JANUARY 2, 2018

COUNCIL CHAMBERS
211 WEST ASPEN AVENUE
4:30 P.M. AND 6:00 P.M.

4:30 P.M. MEETING

Individual Items on the 4:30 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 EVANS
VICE MAYOR WHELAN
COUNCILMEMBER BAROTZ
COUNCILMEMBER MCCARTHY

COUNCILMEMBER ODEGAARD
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 for all.

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

- A. **Consideration and Approval of Minutes:** Special Meeting (Executive Session) of December 19, 2017; and City Council Regular Meeting of December 19, 2017.

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. **ROUTINE ITEMS**

- A. **Consideration and Adoption of Ordinance No. 2018-02:** An ordinance of the Flagstaff City Council formally accepting specific real property interests and establishing an effective date. ***(Acceptance of real property)***

STAFF RECOMMENDED ACTION:

- 1) Read Ordinance No. 2018-02 by title only for the final time
- 2) City Clerk reads Ordinance No. 2018-02 by title only (if approved above)
- 3) Adopt Ordinance No. 2018-02

- B. **Consideration and Adoption of Ordinance No. 2018-06:** An ordinance of the Flagstaff City Council authorizing the sale or lease of City Property for Affordable Housing and establishing an effective date.

STAFF RECOMMENDED ACTION:

- 1) Read Ordinance No. 2018-06 by title only for the final time
- 2) City Clerk reads Ordinance No. 2018-06 by title only (if approved above)
- 3) Adopt Ordinance No. 2018-06

- C. **Consideration and Adoption of Ordinance No. 2018-03:** An ordinance of the City Council of the City of Flagstaff, Arizona, to abandon a waterline easement recorded in the records of the Coconino County, Arizona, Docket 172, Pages 385-386, which crosses under and over a property located at 3735 N. Kaspar Drive, and to record a new waterline easement at the property, and establishing an effective date. ***(Abandonment of waterline easement, and recording corrected waterline easement)***

STAFF RECOMMENDED ACTION:

- 1) Read Ordinance No. 2018-03 by title only for the final time
- 2) City Clerk reads Ordinance No. 2018-03 by title only (if approved above)
- 3) Adopt Ordinance No. 2018-03

- D. **Consideration and Approval of Amendment Two, Lease Agreement:** Between the City of Flagstaff and Theatrikos, Inc. (***Lease of City building for theater***)

STAFF RECOMMENDED ACTION:

Approve Amendment Two to the Lease Agreement between City of Flagstaff and Theatrikos, Inc.

- E. **Consideration and Approval of Final Plat** Request from Miramonte Arizona, LLC for Final Plat approval for Miramonte @ Dale Avenue Condominiums, a 12-unit residential condominium subdivision on a .31-acre site in the T4N.1 transect zone.

STAFF RECOMMENDED ACTION:

Staff recommends the City Council approve the final plat and authorize the Mayor to sign both the final plat and City/Subdivider Agreement when notified by staff that the documents are ready for recordation.

- F. **Consideration and Adoption of Ordinance No. 2018-04:** Ordinance of the City Council of the City of Flagstaff amending the Flagstaff Zoning Map to rezone approximately 0.86 acres of real property generally located at 1700 E Sixth Avenue from Public Facility (PF) to Medium Density Residential (MR) with conditions; providing for severability, and establishing an effective date. (***1700 E Sixth Avenue Concept Zoning Map Amendment***)

STAFF RECOMMENDED ACTION:

- 1) Read Ordinance No. 2018-04 by title only for the final time
- 2) City Clerk reads Ordinance No. 2018-04 by title only for the final time (if approved above)
- 3) Adopt Ordinance No. 2018-04

- G. **Consideration and Adoption of Ordinance No. 2018-05:** Ordinance of the City Council of the City of Flagstaff amending the Flagstaff Zoning Map to rezone approximately 1.38 acres of real property generally located at 3050 N West Street from Public Facility (PF) to Medium Density Residential (MR) with conditions; providing for severability, and establishing an effective date. (***3050 N West Street Concept Zoning Map Amendment***)

STAFF RECOMMENDED ACTION:

- 1) Read Ordinance No. 2018-05 by title only for the final time
- 2) City Clerk reads Ordinance No. 2018-05 by title only for the final time (if approved above)
- 3) Adopt Ordinance No. 2018-05

RECESS

6:00 P.M. MEETING

RECONVENE

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).

8. ROLL CALL

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

MAYOR EVANS
VICE MAYOR WHELAN
COUNCILMEMBER BAROTZ
COUNCILMEMBER MCCARTHY

COUNCILMEMBER ODEGAARD
COUNCILMEMBER OVERTON
COUNCILMEMBER PUTZOVA

9. PUBLIC PARTICIPATION

10. CARRY OVER ITEMS FROM THE 4:30 P.M. AGENDA

11. REGULAR AGENDA

A. State Legislative Update by State Lobbyist

B. Executive Leadership Housing Roundtable Update

12. DISCUSSION ITEMS

A. Discussion: A request by Councilmember Putzova to place on a future agenda declaring the Mayor and Council's opposition to the proposed construction of the border wall along the US/Mexico border in response to President Trump's Executive Order 13767.

13. COUNCIL LIAISON REPORTS

14. FUTURE AGENDA ITEM REQUESTS

After discussion and upon agreement by two 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 Citizens' Petition requesting that the Council pass a resolution supporting the impeachment of President Donald Trump.

- B. **Future Agenda Item Request (F.A.I.R.):** A request by Mayor Evans to place on a future agenda a discussion about facilitating a roundtable discussion with individuals who work in the Grand Canyon to discuss challenges and how the City could be more helpful.
- C. **Future Agenda Item Request (F.A.I.R.):** A request by Councilmember Putzova to place on a future agenda a discussion about comprehensively looking across policies, services, law enforcement practices and relationships regarding LGBTQ equality.

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

16. **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 _____, 2017.

Elizabeth A. Burke, MMC, City Clerk

4. A.

CITY OF FLAGSTAFF STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Elizabeth A. Burke, City Clerk
Date: 12/28/2017
Meeting Date: 01/02/2018



TITLE

Consideration and Approval of Minutes: Special Meeting (Executive Session) of December 19, 2017; and City Council Regular Meeting of December 19, 2017.

RECOMMENDED ACTION:

Amend/approve the minutes of the Special Meeting (Executive Session) of December 19, 2017; and City Council Regular Meeting of December 19, 2017.

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 GOALS:

COMMUNITY OUTREACH

Enhance public transparency and accessibility.

Attachments: [12.19.2017.CCSMES.Minutes](#)
[12.19.2017.CCRM.Minutes](#)

SPECIAL MEETING (EXECUTIVE SESSION)
TUESDAY, DECEMBER 19 2017
STAFF CONFERENCE ROOM - SECOND FLOOR
FLAGSTAFF CITY HALL
211 WEST ASPEN AVENUE
3:30 P.M.

1. Call to Order

Mayor Evans called the Special Meeting (Executive Session) of December 19, 2017, to order at 3:30 p.m.

2. Roll Call

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

PRESENT:

MAYOR EVANS
VICE MAYOR WHELAN
COUNCILMEMBER BAROTZ
COUNCILMEMBER MCCARTHY
COUNCILMEMBER ODEGAARD
COUNCILMEMBER OVERTON
COUNCILMEMBER PUTZOVA

ABSENT:

NONE

Others present: City Manager Josh Copley and City Attorney Sterling Solomon.

3. Recess into Executive Session.

Moved by Councilmember Charlie Odegaard, **seconded by** Vice Mayor Jamie Whelan to recess into Executive Session.

Vote: 7 - 0 - Unanimously

4. Executive Session:

The Flagstaff City Council recessed into Executive Session at 3:30 p.m.

- A.** Discussion or consultation for legal advice with the attorney or attorneys of the public body; and discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation, pursuant to A.R.S. §38-431.03(A)(3) and (4), respectively.

- i. Timber Sky

5. Adjournment

The Flagstaff City Council reconvened into Open Session at 4:08 p.m., at which time the Special Meeting held December 19, 2017, adjourned.

MAYOR

ATTEST:

CITY CLERK

MINUTES

1. CALL TO ORDER

Mayor Evans called the Regular Meeting of the Flagstaff City Council of December 19, 2017, to order at 4:30 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 EVANS
VICE MAYOR WHELAN
COUNCILMEMBER BAROTZ
COUNCILMEMBER MCCARTHY
COUNCILMEMBER ODEGAARD
COUNCILMEMBER OVERTON
COUNCILMEMBER PUTZOVA

ABSENT:

NONE

Others present: City Manager Josh Copley and City Attorney Sterling Solomon.

3. PLEDGE OF ALLEGIANCE AND MISSION STATEMENT

Mr. Copley led the audience and City Council in the Pledge of Allegiance and Ms. Goodrich read the Mission Statement of the City of Flagstaff:

MISSION STATEMENT

The mission of the City of Flagstaff is to protect and enhance the quality of life for all.

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

- A. **Consideration and Approval of Minutes:** City Council Regular Meeting of November 7, 2017; the Regular Meeting of November 21, 2017; the Joint Meeting of the Flagstaff City Council and Havasupai Tribal Council of December 4, 2017; the Regular Meeting of December 5, 2017; and the Special Meeting (Executive Session) of December 12, 2017.

Moved by Councilmember Jim McCarthy, **seconded by** Councilmember Charlie Odegaard to approve the minutes of the City Council Regular Meeting of November 7, 2017; the Regular Meeting of November 21, 2017; the Joint Meeting of the Flagstaff City Council and Havasupai Tribal Council of December 4, 2017; the Regular Meeting of December 5, 2017; and the Special Meeting (Executive Session) of December 12, 2017.

Vice Mayor Whelan requested that the minutes of the November 7, 2017, Council meeting at which liquor licenses were approved be corrected (in Items 7-B and 7-C) that she was not the member voting no, but rather Councilmember McCarthy.

Vote: 7 - 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.

None

6. **PROCLAMATIONS AND RECOGNITIONS**

None

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:** Tourism Commission.

Moved by Vice Mayor Jamie Whelan, **seconded by** Mayor Coral J. Evans to appoint Molly Baker to the Tourism Commission, term expiring January 2019.

Vote: 7 - 0 - Unanimously

Moved by Mayor Coral J. Evans, **seconded by** Councilmember Scott Overton to appoint Frank Benitez to the Tourism Commission, term expiring January 2021.

Vote: 7 - 0 - Unanimously

B. Consideration of Appointments: Planning and Zoning Commission.

Moved by Councilmember Scott Overton, **seconded by** Councilmember Charlie Odegaard to appoint Edward Talkington to the Planning and Zoning Commission, term expiring December 2020.

Vote: 7 - 0 - Unanimously

Moved by Councilmember Eva Putzova, **seconded by** Councilmember Celia Barotz to reappoint Marie Jones to the Planning and Zoning Commission, term expiring December 2020.

Vote: 7 - 0 - Unanimously

Moved by Vice Mayor Jamie Whelan, **seconded by** Councilmember Scott Overton to appoint Kyle Anticevich to the Planning and Zoning Commission, term expiring December 2018.

Vote: 7 - 0 - Unanimously

8. ROUTINE ITEMS

A. Consideration and Adoption of Ordinance No. 2017-29: An ordinance of the City Council of the City of Flagstaff, authorizing the City Manager or his or her designees to acquire real property or easements along the west side of Fourth Street; and establishing an effective date. ***(Flagstaff Urban Trail System Extension)***

Real Estate Manager Charity Lee briefly reviewed this item through additional slides and background information. Councilmember Putzova said that after understanding that the property will be needed for widening of the Fourth Street Corridor and widening of the Bridge at some point in the future, she was comfortable with giving authority to include condemnation in the ordinance. Mr. Solomon noted that they had also included additional wording in the recitals.

Moved by Councilmember Eva Putzova, **seconded by** Vice Mayor Jamie Whelan to read Ordinance No. 2017-29 with condemnation authority in Section 1, with the additional recitals.

Vote: 5 - 2

NAY: Councilmember Scott Overton
Councilmember Charlie Odegaard

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, AUTHORIZING THE CITY MANAGER OR HIS OR HER DESIGNEES TO ACQUIRE REAL PROPERTY OR EASEMENTS ALONG THE WEST SIDE OF FOURTH STREET; AND ESTABLISHING AN EFFECTIVE DATE

Moved by Councilmember Eva Putzova, **seconded by** Vice Mayor Jamie Whelan to adopt Ordinance No. 2017-29.

Vote: 5 - 2

NAY: Councilmember Scott Overton
Councilmember Charlie Odegaard

- B. Consideration and Adoption of Ordinance No. 2018-03:** An ordinance of the City Council of the City of Flagstaff, Arizona, to abandon a waterline easement recorded in the records of the Coconino County, Arizona, Docket 172, Pages 385-386, which crosses under and over a property located at 3735 N. Kaspar Drive, and to record a new waterline easement at the property, and establishing an effective date. **(Abandonment of waterline easement, and recording corrected waterline easement)**

Moved by Councilmember Scott Overton, **seconded by** Councilmember Charlie Odegaard to read Ordinance No. 2018-03 by title only for the first time.

Vote: 7 - 0 - Unanimously

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, ARIZONA, TO ABANDON A WATER LINE EASEMENT RECORDED IN THE RECORDS OF COCONINO COUNTY, ARIZONA, DOCKET 172, PAGES 385-386 WHICH CROSSES UNDER AND OVER A PROPERTY LOCATED AT 3735 N. KASPAR DRIVE, AND TO RECORD A NEW WATERLINE EASEMENT AT THE PROPERTY, AND ESTABLISHING AN EFFECTIVE DATE

- C. Consideration and Adoption of Ordinance No. 2018-02:** An ordinance of the Flagstaff City Council formally accepting specific real property interests and establishing an effective date. **(Acceptance of real property)**

Moved by Councilmember Jim McCarthy, **seconded by** Councilmember Scott Overton to read Ordinance No. 2018-02 by title only for the first time.

Vote: 7 - 0 - Unanimously

AN ORDINANCE OF THE FLAGSTAFF CITY COUNCIL FORMALLY ACCEPTING SPECIFIC REAL PROPERTY INTERESTS AND ESTABLISHING AN EFFECTIVE DATE

- D. Consideration and Adoption of Ordinance No. 2017-30:** An ordinance of the City of Flagstaff amending Title 12, Floodplains of the City Code, by amending Chapter 12-02-002-00033 "Schedule of Stormwater Management Utility Service Charges and Fees" by City Council of Flagstaff, Arizona adopting the "2017 Amendments to the Flagstaff City Code, Title 12, Chapters 12-02, Stormwater Management Utility," to update Stormwater Service Charges (**Stormwater Rates**).

Moved by Councilmember Scott Overton, **seconded by** Councilmember Jim McCarthy to read Ordinance No. 2017-30 by title only for the final time.

Vote: 7 - 0 - Unanimously

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF FLAGSTAFF, ARIZONA AMENDING TITLE 12, FLOODPLAIN, OF THE FLAGSTAFF CITY CODE BY AMENDING SECTION 12-02-002-0003, SCHEDULE OF STORMWATER MANAGEMENT UTILITY SERVICE CHARGES AND FEES, THEREFORE

Moved by Councilmember Jim McCarthy, **seconded by** Councilmember Eva Putzova to adopt Ordinance No. 2017-30.

Vote: 7 - 0 - Unanimously

- E. Consideration and Approval of Final Plat** request from Mogollon Engineering and Surveying, Inc., on behalf of Miramonte Presidio LLC, for the subdivision of Tract A of the Presidio in the Pines master planned development consisting of 42 single-family residential townhome lots on 4.8 acres within the Highway Commercial (HC) zone.

Zoning Code Manager Brian Kulina briefly reviewed the final plat, noting that the Council had approved the preliminary plat in January of this year.

Vice Mayor Whelan asked if these would be affordable housing. Jack Kemmerly of Miramonte replied that they would not be affordable housing. Vice Mayor Whelan said that with the state of affairs in the community, they could have used the previously-planned apartments, and asked if she could say anything that would keep them. Mr. Kemmerly said that they have gone so far down the process that they could not change at this time. He said that the City staff did push density as much as possible. Vice Mayor Whelan suggested that perhaps in their next project they could keep that in mind.

Moved by Councilmember Charlie Odegaard, **seconded by** Vice Mayor Jamie Whelan to approve the final plat and authorize the Mayor to sign both the plat and City/Subdivider Agreement when notified that all conditions have been met and documents are ready for recording.

Vote: 7 - 0 - Unanimously

- F. Consideration and Approval of Contract:** Second Amendment to P3 Pre-development Agreement between the City of Flagstaff, Arizona Department of Transportation and Vintage Partners, LLC. (Initial Agreement for the extension of Beulah Blvd., realignment of University Ave., and relocation of ADOT facilities).

Mr. Solomon said that this agreement had been extended one time already, through the end of December, but they are needing additional time which is necessary as the parties continue to negotiate. Vice Mayor Whelan asked if this was typical. Mr. Solomon said that it does happen, and with three different parties involved, it can take extra time.

Moved by Councilmember Jim McCarthy, **seconded by** Councilmember Scott Overton to authorize the City Manager to sign the Second Amendment to the P3 Pre-development Agreement to extend the term to March 31, 2018.

Vote: 7 - 0 - Unanimously

RECESS

The 4:30 p.m. portion of the Regular Meeting of December 19, 2017, recessed at 4:55 p.m.

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

Mayor Evans reconvened the Regular Meeting of December 19, 2017, at 6:00 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).

9. ROLL CALL

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

PRESENT:

MAYOR EVANS
VICE MAYOR WHELAN
COUNCILMEMBER BAROTZ
COUNCILMEMBER MCCARTHY
COUNCILMEMBER ODEGAARD
COUNCILMEMBER OVERTON
COUNCILMEMBER PUTZOVA

ABSENT:

NONE

Others present: City Manager Josh Copley and Deputy City Attorney Kevin Fincel.

10. PUBLIC PARTICIPATION

The following individuals addressed the City Council:

- Julie Hammonds, and others representing the Shakespeare Festival, thanked the Council for the general operating support grant they received through the Flagstaff Arts Council.
- Dr. Robert Mark, representing the Picture Canyon Working Group, urged the Council to make the Open Space Coordinator position a full-time permanent position.
- Evelyn Billo, also supported the Open Space Coordinator position becoming a permanent position.
- Alida Preil, requested the City help end the funding crisis for those serving those with disabilities.

11. CARRY OVER ITEMS FROM THE 4:30 P.M. AGENDA

12. PUBLIC HEARING ITEMS

- A. Public Hearing, Consideration and Adoption of Ordinance No. 2018-04:** Ordinance of the City Council of the City of Flagstaff amending the Flagstaff Zoning Map to rezone approximately 0.86 acres of real property generally located at 1700 E Sixth Avenue from Public Facility (PF) to Medium Density Residential (MR) with conditions; providing for severability, and establishing an effective date. **(1700 E Sixth Avenue Concept Zoning Map Amendment)**

Mayor Evans opened the Public Hearing.

Current Planning Manager Tiffany Antol said that she was there in place of Alax Pucciarelli, the Planning Development Manager, who could not attend the meeting, but would be at the January 2, 2018, meeting. She then reviewed a PowerPoint presentation which addressed:

HOUSING SECTION - RFP for Scattered Site Affordable Housing Development

Three city-owned sites

Two need to be rezoned to permit multifamily residential development

Council directed staff to pursue the concept zoning map for the two

FIRST PROPERTY - 1700 East Sixth Street

.86 acres, including a community garden

CONCEPT SITE PLAN

Includes 11 multifamily units

Consists of 2 separate buildings

Site is working around to keep community garden and floodplain on the site

SITE ANALYSIS

Resource Protection Overlay Zone

No topo or trees; only constraint is the floodplain

PARKING LOTS, DRIVEWAYS AND SERVICE AREAS

PUBLIC SYSTEMS IMPACT ANALYSIS

Because of small size, did not trigger a Traffic Impact Analysis

No road improvements are expected to be required

Same with water, offsite improvements

Stormwater - will be done as project is developed

CITIZEN PARTICIPATION

Neighborhood Meeting on 1/23/2017 - five members attended

Primary Concern - is parking sown was sufficient

Preservation of the Community Garden

DISCUSSION

Meets with the Regional Plan Goals and Policies

Will contain a maximum of 11 units - 80% of area median income

Housing staff has requested prioritization of studio and one-bedroom units; void in the community

RECOMMENDATION

1) Selected developer must hold another additional Neighborhood Meeting prior to applying for site plan review

2) Site Plan approved by IDS must also be approved by Council

Vice Mayor Whelan said that while she appreciates and loves the idea of the garden, she asked if it was something they may need to consider giving up, or moving elsewhere to provide for parking or more units. Ms. Antol said there would not be the ability to do more units on site. There are some things they need to look at; the floodplain has some constraints and it is best served as a community garden. Additionally, they need to provide open space, and they have not found this to be a substantial conflict.

Ms. Antol noted that this is just a concept plan. In order to determine the parking spaces they have to know the bedroom numbers.

Vice Mayor Whelan asked if the only guarantee that the community garden will be maintained is that it has to come back to the Council for approval. Ms. Antol explained that it was included in the RFP as a requirement.

Mayor Evans closed the Public Hearing.

Moved by Councilmember Scott Overton, **seconded by** Councilmember Charlie Odegaard to read Ordinance No. 2018-04 by title only for the first time.

Vote: 7 - 0 - Unanimously

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, AMENDING THE FLAGSTAFF ZONING MAP TO REZONE APPROXIMATELY 0.86 ACRES OF REAL PROPERTY LOCATED AT 1700 E SIXTH AVENUE, FROM PUBLIC FACILITY ("PF") TO MEDIUM DENSITY RESIDENTIAL ("MR"); PROVIDING FOR SEVERABILITY, AND ESTABLISHING AN EFFECTIVE DATE

- B. Public Hearing, Consideration and Adoption of Ordinance No. 2018-05:** Ordinance of the City Council of the City of Flagstaff amending the Flagstaff Zoning Map to rezone approximately 1.38 acres of real property generally located at 3050 N West Street from Public Facility (PF) to Medium Density Residential (MR) with conditions; providing for severability, and establishing an effective date. **(3050 N West Street Concept Zoning Map Amendment)**

Mayor Evans opened the Public Hearing.

Ms. Antol said that this was the second parcel, located at the edge of the Safeway Shopping Center on Cedar. The current use is vacant and it is proposed for affordable housing. She said that to the north of the property are single-family homes; east is an office complex and south and west it is vacant. She then reviewed a PowerPoint presentation which addressed:

CONCEPT SITE PLAN
FLAGSTAFF REGIONAL PLAN
SITE ANALYSIS
RESOURCE PROTECTION
PUBLIC SYSTEMS IMPACT ANALYSIS

CITIZEN PARTICIPATION
Neighborhood meeting held 10/26/2017
27 members attended, concerns included:
Parking

Traffic on Linda Vista
Shared use of access drive with Safeway's delivery trucks
Height of the building; staff is recommending it be limited to 2 stories
Requests to keep parcel open space

DISCUSSION

RECOMMENDATIONS

- 1) Selected developer must hold an additional Neighborhood Meeting prior to applying for site plan review
- 2) Site Plan approved by IDS and Council
- 3) Regional Plan standards be applied
- 4) Two stories
- 5) Historical and archeological assessments

Ms. Antol said that with the current zoning of Public Facilities, it could include public open space, parks, government facilities, wireless communication facilities, employee housing, outdoor recreation campgrounds

Councilmember McCarthy asked why they were only proposing 18 units if 28 would be allowed. Ms. Antol said that she believed they thought it was in the Resource Protection Overlay zone, which it is not, so that number may go up.

The following individuals addressed the Council:

Devonna McLaughlin, Housing Solutions of Northern Arizona
Walker Chancellor

Comments received included:

Thanks to the Council for their support of affordable housing
Creating the RFP is the critical first step; in favor of this
This is the gateway to a neighborhood; it was part of Buffalo Park
Huge fan of affordable housing, but urged Council to reconsider the location
Beautiful stand of ponderosas
Encourage Council to realize the importance of open space

Councilmember Barotz said that she did have some questions which she had submitted prior to the meeting. Ms. Lee replied that the property was acquired in 1959. It was part of 790+ acres received from the US government. She noted that on her next presentation she will further review the property history. She said that there were no deed restrictions. She said that this section of part of a larger parcel that was split off in 2009 and is not part of open space and Buffalo Park. She clarified that there were no bonds (FUTS or otherwise) used to acquire the parcel.

Vice Mayor Whelan asked if the triangle property was also zoned Public Facility and, if so, why it was not being considered as well. Ms. Lee explained that she is looking at all City properties. She has a temporary employee helping with evaluation of City properties for buildable sites. That is one they may consider at a later time.

Mayor Evans closed the Public Hearing.

Moved by Councilmember Jim McCarthy, **seconded by** Councilmember Eva Putzova to read Ordinance No. 2018-05 by title only for the first time.

Vote: 7 - 0 - Unanimously

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, AMENDING THE FLAGSTAFF ZONING MAP TO REZONE APPROXIMATELY 1.38 ACRES OF REAL PROPERTY LOCATED AT 3050 N WEST STREET, FROM PUBLIC FACILITY ("PF") TO MEDIUM DENSITY RESIDENTIAL ("MR"); PROVIDING FOR SEVERABILITY, AND ESTABLISHING AN EFFECTIVE DATE

13. REGULAR AGENDA

- A. Consideration and Adoption of Ordinance/Resolution No. 2018-06:** An ordinance of the Flagstaff City Council authorizing the sale or lease of City Property for Affordable Housing and establishing an effective date.

Ms. Lee then reviewed the information on each of the three parcels:

WEST

3100 North West Street

IZABEL

1700 E. Sixth Avenue

ELDEN

303 South Lone Tree Road

Councilmember Odegaard asked if whether with sale or lease they can still have thoughts of what they want to see for the properties. Ms. Lee said that would be part of the final negotiations.

Councilmember McCarthy said that he found the history of the parcels, and how they were acquired, very interesting and would like to see that type of information provided in the future.

Moved by Councilmember Jim McCarthy, **seconded by** Councilmember Scott Overton to read Ordinance No. 2018-06 by title only for the first time.

Vote: 7 - 0 - Unanimously

AN ORDINANCE OF THE FLAGSTAFF CITY COUNCIL AUTHORIZING THE SALE OR LEASE OF CITY PROPERTY FOR AFFORDABLE HOUSING AND ESTABLISHING AN EFFECTIVE DATE

- B. Consideration and Adoption of Ordinance No. 2017-31:** An ordinance of the City Council of the City of Flagstaff amending the Flagstaff City Code, Title 10, *The City of Flagstaff Zoning Code*, providing for repeal of conflicting ordinances, severability, and establishing an effective date.

Zoning Code Manager Brian Kulina said that this was the second read of the proposed transect zone changes. He noted that they had received an e-mail from David Carpenter, and staff had provided a new matrix which included the changes made by Council.

Based on questions raised, Mr. Kulina said that the next step of this process will be part of a larger discussion coming back before Council on January 30, 2018, to review the comprehensive planning area and everything in his work queue.

Vice Mayor Whelan shared how grateful she was in that they had done this process together, Council, staff and public. She said that everyone was outstanding and she thanked them for hanging in there. Councilmember McCarthy said that he also wanted to thank staff, and particularly Brian, for his work before them at the dais as well as back in the offices. He appreciated the time that Mr. Kulina and Mr. Landsiedel provided.

14. DISCUSSION ITEMS

A. Discussion re Reduction of the Engineering Fees.

Mayor Evans said that when this came back as a F.A.I.R. item, she believed that she provided the fourth "yes" to move it forward in a timely manner. She has gone back and reviewed the intent of the development fees. She thinks it would be better to address the issue of affordable housing differently.

Councilmember McCarthy said that he was also one of the four and he now believes there may be better ways to address affordable housing. He believed that they need to have a discussion in the future to encourage affordable housing, but if they reduce the engineering fees that is a subsidy, and there may be more efficient ways of addressing the issue. He believed it was best to keep the engineering fees at the level at which they are currently. Vice Mayor Whelan agreed.

Councilmember Odegaard said that since that only left one interested in the discussion, he believed it would be a non-issue. He then challenged either Councilmember McCarthy or Mayor Evans to request a F.A.I.R. item to discuss what they mentioned earlier with regard to affordable housing.

15. COUNCIL LIAISON REPORTS

None

16. FUTURE AGENDA ITEM REQUESTS

After discussion and upon agreement by two 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 McCarthy to place on a future agenda a discussion about the possibility of amending the investment policy to further pursue socially responsible investment.

Councilmember McCarthy said that he had requested this item because the last time it came forward as a F.A.I.R. item he did not support it, but since then he has decided that he would like to at least have a discussion on it further. Councilmember Putzova agreed.

This item will move to a future meeting for discussion.

- B. Future Agenda Item Request (F.A.I.R.):** A request by Councilmember Putzova to place on a future agenda declaring the Mayor and Council's opposition to the proposed construction of the border wall along the US/Mexico border in response to President Trump's Executive Order 13767.

Councilmember Putzova said that this item was brought to the Council's attention by the public, so she asked for it to be on a future agenda. There is a lot of public interest in enacting a Dream Act, but the border wall is used as leverage. After having lived in an Eastern bloc country, walls separate people with physical barriers and bring suffering. Due to the timely nature of this, she was also requesting the support of four members to move it to the front of the line.

Ryan Beam, Flagstaff, said he works for the Center for Biological Diversity and they are part of a coalition looking at all impacts of such walls, including the blocking of water and wildlife.

Council agreed to move this forward and place it on the January 2, 2018, Council meeting agenda. It was suggested that changes may be needed to the wording of the resolution.

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

Councilmember Overton wished everyone a Merry Christmas.

Councilmember Barotz requested a F.A.I.R. item to discuss amendments to the City Code to allow the Council to approve conditional use permits rather than the Planning and Zoning Commission. Councilmember McCarthy said that he has already requested that F.A.I.R. item.

Councilmember Odegaard said that this past Saturday he was humbled to attend an event with Mayor Evans called Wreaths across America, out at Bellemont. He highly recommended that everyone attend this in the future. He report that last Sunday Coconino Estates held their annual luminaries display. He also reported that tomorrow at People's Pantry from 4:00 p.m. to 5:00 p.m. is volunteer day. He also wished everyone a Merry Christmas.

Councilmember McCarthy said that he would be at that event. He also said that he would accept Councilmember Odegaard's challenge, and requested a F.A.I.R. for a work session to be held on housing incentives and possible appropriate subsidies to promote affordable housing construction. He said that he has come around in his thinking that they need to discuss thinks they can do through policies and perhaps funding to help developers bring forward affordable housing, through building new streets, new sewer/water lines, etc. Mr. Copley said that they could record that F.A.I.R. item, but he would suspect that it will be discussed further in February since affordable housing is a Council priority.

Mr. Copley thanked the Council for the long day they put in and for their help and guidance. He also thanked the staff and the work done on their behalf.

Mayor Evans reminded Council that she is working with two other mayors, from the other cities where there are state universities, to try and have a meeting with the Arizona Board of Regents.

Mayor Evans said that tomorrow will be one year since the Council has been together. It has been a great opportunity to work with each and every one of them, and she also thanked staff.

She reported that last Thursday she, along with Councilmembers Barotz, Odegard and McCarthy, attended the Menorah lighting. She wished everyone a Happy Hanukkah, a Merry Christmas, a Happy Kwanzaa, etc.

18. ADJOURNMENT

The Regular Meeting of the Flagstaff City Council held December 19, 2017, adjourned at 7:35 p.m.

MAYOR

ATTEST:

CITY CLERK

CERTIFICATION

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 December 19, 2017. I further certify that the Meeting was duly called and held and that a quorum was present.

DATED this 2nd day of January, 2018.

CITY CLERK

CITY OF FLAGSTAFF STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Charity Lee, Real Estate Manager
Date: 12/28/2017
Meeting Date: 01/02/2018



TITLE:

Consideration and Adoption of Ordinance No. 2018-02: An ordinance of the Flagstaff City Council formally accepting specific real property interests and establishing an effective date.
(Acceptance of real property)

STAFF RECOMMENDED ACTION:

- 1) Read Ordinance No. 2018-02 by title only for the final time
- 2) City Clerk reads Ordinance No. 2018-02 by title only (if approved above)
- 3) Adopt Ordinance No. 2018-02

Executive Summary:

The City regularly acquires real property interests (such as deeds transferring property in fee simple and easements) during the development review process. Typically these real property interests are acquired by dedication or donation. These acquisitions may be for drainage, utilities, the urban trails system, slopes, rights-of-way or other public purposes. The City Charter, in Article VII Section 5, requires the City to acquire real property by ordinance. This ordinance will formally accept the real property interests donated, dedicated, or otherwise acquired by City.

Financial Impact:

Real property is considered a fixed asset in the City. Until City Council approves an ordinance accepting the acquisitions, the real property value is not recognized in an audit so while there is not an actual financial expenditure associated with these acquisitions, there is a fixed asset value the City receives through this action.

Policy Impact:

None

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

TRANSPORTATION AND OTHER PUBLIC INFRASTRUCTURE

Deliver quality community assets and continue to advocate and implement a highly performing multi-modal transportation system.

Has There Been Previous Council Decision on This:

On October 18, 2016 the City Council adopted Ordinance No. 2016-36 formally accepting previous dedications and donations of real property interests. The Real Estate Program has performed an audit since that date and determined that the properties listed in Exhibit A should be formally accepted by the City. The City Council has previously approved acquisition of some of the properties listed in Exhibit A, either by resolution or ordinance. First read of the ordinance was held at the December 19, 2017, Regular Meeting. By approving Ordinance No. 2018-02, the City Council will formally accept all the property interests identified in Exhibit A as City inventory.

Options and Alternatives:

1. Adopt Ordinance No. 2018-02 and formally accept the real property interests.

Pros: Formally accept property interests identified to service community needs, per the Charter. Cons: None.

2. Do not adopt Ordinance No. 2018-02. In this case the City would need to transfer real property interests back to the Grantors. Pros: None identified. Cons: This would result in loss of legal rights to use properties for utilities, trails, drainage and other public purposes.

Background/History:

The City acquires real property interests when developments progress through the permitting and review process. These property interests may be easements for a specific purpose such as a utility line or a drainage area, or may be interests in fee simple acquired by deed for public rights-of-way, open space, or land received in the land trust program.

Key Considerations:

Real property interests are acquired throughout the year by donation and dedication necessary to achieve the Council and Regional Plan goals and to ensure utilities, roads, and specialized area are properly protected. All real property must be acquired by ordinance per the City Charter. There is a due diligence process that each acquisition goes through to ensure it is donated or dedicated properly and that the City's interests are protected. These acquisitions are necessary for the provision of services as the community grows and the liability assumed is consistent with these same real property rights throughout the community.

Community Benefits and Considerations:

The Flagstaff community will benefit from acquisition of real property interests that are used by and serve community needs.

Attachments: Exhibit A. City Property Acquisitions
 Ord. 2018-02

EXHIBIT A

Property Acquisitions

<u>Number</u>	<u>Property Type</u>	<u>Parcel Number</u> <u>Locator</u>	<u>Location</u>	<u>Grantor</u>	<u>Property Size</u> <u>in Acres</u>	<u>Recording</u> <u>Number</u>	<u>Date</u> <u>Recorded</u>
1	Public Water Easement	11323004J	3735 N. Kaspar Drive	Flagship Realty, LLC	0.117		
2	City Water and Sewer	11205001G	S. Mountain Dell Rd. and S. State Route 89A	Fountainhead	0.680	3802558	11/29/2017
3	City Water and Sewer	11210005S	Parcel adjacent to W. Constitution Blvd.	Fountainhead	1.030	3802559	11/29/2017
4	City Water and Sewer	11205001K,001G	Parcel adjacent to S. 89A	Fountainhead	0.510	3802560	11/29/2017
5	City Sewer Easement	11235001A	Westglen Circle and Kiabab Lane	Westglen MHP, LLC	0.028	3801239	11/14/2017
6	Ingress/Egress Easement	10310003,10310004,10310006A	A portion of Humphreys Street South of Butler Avenue	Arizona Board of Regents	0.414	3801244	11/14/2017
7	Public Utilities Easement		16' Alley in Block 158 of the Normal School Addition Subdivision and a portion of Ellery Avenue	Arizona Board of Regents	0.976	3801245	11/14/2017
8	Public Utilities Easement		a portion of University Drive	Arizona Board of Regents	0.501	3801247	11/14/2017
9	Right of Way	Split from parcel 10318004A	S. Lone Tree Road	Arizona Board of Regents	1.497	3801249	11/14/2017
10	Urban Trails Easement	11329009	Country Club and I-40	High Pines Hotel, LLC	0.005	3800945	11/9/2017
11	Public Utility Easement	10113004	16 W. Cherry Avenue	Bishop of the Roman Catholic Church of the Diocese of Phoenix	0.003	3800593	11/6/2017
12	FUTS Easement	11103001A	Section 17, Township 21 N. , Range 7 East	Lowell Observatory	0.350	3799274	10/23/2017
13	Public Utility Easement	11201001D	3366 W. Route 66	City of Flagstaff	1.739	3797978	10/6/2017
14	Road and City Utilities Easement	10718140C	Parcel adjacent to Old Walnut Canyon Rd.	Continental Country Club Inc.	0.131	3794465	8/29/2017
15	Right of Way	11703002G	Off Walnut Canyon Rd.	City of Flagstaff	0.960	3794466	8/29/2017
16	Road and City Utilities Easement	11402001S	6955 E. Old Walnut Canyon Rd.	Mark S. Caro and Valerie S. Caro	0.455	3794467	8/29/2017
17	Road and City Utilities Easement	11402001L	7000 E. Old Walnut Canyon Rd.	Joe D. Richards and Marilyn L. Richards	0.068	3794468	8/29/2017
18	Road and City Utilities Easement	11402001V	7203 E. Old Walnut Canyon Rd.	Frank Windes, Barbara Windes and Aaron Windes	0.328	3794469	8/29/2017

19	Road and City Utilities Easement	11402001W	7301 E. Old Walnut Canyon Rd.	Windes Trust	1.480	3794470	8/29/2017
20	Road and City Utilities Easement	11402001F	7601 E. Old Walnut Canyon Rd.	Schultz Family Trust	0.484	3794471	8/29/2017
21	Road and City Utilities Easement	11402001G	7500 E. Old Walnut Canyon Rd.	Earl B. Hoyt and Elizabeth L. Hoyt	0.332	3794472	8/29/2017
22	Road and City Utilities Easement	11402001J	7850 E. Old Walnut Canyon Rd.	Gary M. Howell and Su K. Howell	0.487	3794473	8/29/2017
23	Road and City Utilities Easement	11402001R	7801 E. Old Walnut Canyon Rd.	J.O Heath and Karen A. Heath Trust	0.139	3794474	8/29/2017
24	Road and City Utilities Easement	11402001P	7851 E. Old Walnut Canyon Rd.	Dino Anecchini and Adrienne	0.086	3794475	8/29/2017
25	Public Utility Easement	10402057	605 S. Fountain Street	Southside Flats LLC	0.003	3785280	5/24/2017
26	Public Utility Easement	11329006	980 N. Country Club Dr. Lot 1 of the Country Club and I-40 Subdivision	MRFS Properties III, LLC	0.003	3785071	5/22/2017
27	ROW	10807011D, 10716005T	E. Industrial Dr. adjacent to 2400 N. Walgreens Street	Walgreen Arizona Drug Co.		3750042	4/22/2016
28	Water Utility Easement	10604009E	2760 E. Butler Avenue	Pedrick Lee Doran on behalf of Pedrick Tr	0.021	3778921	3/8/2017
29	Public Utility Easement	Rerecord	3217 S. Sanctuary Lane	Marriott- Mozie	0.024	3802345	11/28/2017
30	Easement for City Utilities	11205001S, 11247033	S. Mountain Dell Rd. and S. State Route 89A	Melanie Lee Boone-Reznick	0.450	3776094	2/1/2017
31	Easement for City Utilities	11211009	1441 W. Palmer Avenue	Melanie Lee Boone-Reznick	0.100	3776095	2/1/2017
32	Public Utility Waterline Easement	10908001B	2257 E. Cedar Avenue	Pine Forest Education Association	0.025	3775756	1/30/2017
33	Public Utility Easement	10323005	3209 S. Sanctuary Lane	Robert and Bethany Rice	0.024	3774271	1/5/2017
34	Drainage Easement	10713014	2161 E. Route 66	Station 1 @ Route 66, LLC	0.015	3773871	1/5/2017
35	ROW	10129053	708 N. Canyon Terrace Dr.	Marc Schlaud	0.010	3781700	4/13/2017
36	ROW	10128004A	Turquoise Dr.	Southwest Conference of the United Church of Christ	0.122	3782132	4/19/2017
37	ROW	10128013G	752 N. Switzer Canyon Dr.	Northland Hospice	0.028	3784752	5/17/2017
38	ROW	10021007B, 10019001C	100 and 175 Aspen Avenue	FMH Enterprises, LLC	0.050	3797290	9/29/2017
39	ROW	10129002B	774 N. Canyon Terrace Dr.	Pam Baliad Laflin	0.010	3796866	9/26/2017
40	ROW		a portion of E. Industrial Drive	Nestle Purina Petcare Company	3.113	3798789	10/16/2017

41	Urban Trail Easement	11337004B	4700 E. Nestle Purina Avenue	Nestle Purina Petcare Company	0.508	3798790	10/16/2017
42	Public Utility and Urban Trail Easement	10707001F	644 N. Locust St.	McMillan Mesa Flagstaff, LLC	0.380	3745162	2/26/2016
43	Open Space/Urban Trails	10123001D	4 E. Terrace Avenue	John S. Bojorquez, as Successor Trustee of	0.100	3750465	4/27/2016
44	Open Space/Urban Trails	10123001E	4 E. Terrace Avenue	John S. Bojorquez, as Successor Trustee of	0.030	3750465	4/27/2016
45	Public Water Easement	11329006, 11329000	960 N. Country Club Dr., 980 N. Country Club Dr.	VP I-40, & Country Club	0.516	3764434	9/23/2016
46	Public Water Easement	11329009	1000 N. Country Club Drive	High Pines Hotel, LLC		3764433	9/23/2016
47	Public Water Easement	11329008	990 North Country Club Drive	Mountain View Hotel, LLC	0.516	3764432	9/23/2016
48	Public Utility Easement	10146001A	1251 N. Pine Cliff Drive	MMV Devco, LLC	0.025	3766232	10/12/2016
49	Public Utility Easement(Water and Sewer)	10902001M	2251 N. Isabel Street	Cedar Crest/Flagstaff LP	0.007	3769978	11/21/2016
50	Sidewalk Easement	10314001C	125 E. Butler Avenue	Mr. Flagstaff Apartments, LLC	0.008	3770942	12/1/2016
51	Public Utility Easement	10402007	522 S. Fountaine Street	Elm Tree Apartments, LLC	0.006	3770978	12/2/2016
52	Sidewalk, Slope and Public Utility Easement	10706002F	1925 E. Mountain View Avenue	FLG Den Partners, LLC	0.135	3770976	12/2/2016
53	Sidewalk, Slope and Public Utility Easement	10706065D	1925 E. Mountain View Avenue	FLG Den Partners, LLC	0.008	3770977	12/2/2016
54	Urban Trail Easement	10325005	1601 S. Lone Tree Rd.	Flagstaff Unified School District No. 1	0.556	3772226	12/16/2016
55	Open Space/Urban Trails	10404007	Off E. Rt. 66	Brian D. Roberts and Patricia Michelle Ro	2.360	3722914	5/3/2015
56	Open Space and Urban Trail	10405010J	850 E. Route 66	W.W.K Armstrong, LLC	6.640	3722913	6/3/2015
57	Public Utility Easement	11234001A	4100 W. Kiltie Lane	W.L.Gore & Associates	5.880	3730415	8/25/2015
58	Ingress/Egress Easements	10905081A	OFF OF 3100 N. West St	Cedar West Capital LLC	0.110	3516350	8/16/2013

Total

Over 34 acres

ORDINANCE NO. 2018-02

**AN ORDINANCE OF THE FLAGSTAFF CITY COUNCIL FORMALLY
ACCEPTING SPECIFIC REAL PROPERTY INTERESTS AND
ESTABLISHING AN EFFECTIVE DATE**

RECITALS:

WHEREAS, the City of Flagstaff ("City") has acquired numerous real property interests over the last year; and

WHEREAS, the City Council desires to formally accept such real property interests pursuant to Article VII, Section 5 of the Flagstaff City Charter, by ordinance.

ENACTMENTS:

**NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLAGSTAFF
AS FOLLOWS:**

SECTION 1. In General

The City of Flagstaff hereby formally accepts those specific real property interests as more particularly identified in the attached Exhibit A, and hereby ratifies such acquisitions.

SECTION 2. Delegation of Authority

The City Manager and/or his designees are hereby authorized and directed to take all steps and execute all documents necessary to carry out the purpose and intent of this ordinance.

SECTION 3. Effective Date

This ordinance 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 2nd day of January, 2018.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

7. B.

CITY OF FLAGSTAFF STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Charity Lee, Real Estate Manager
Co-Submitter: Justyna Costa, Sarah Darr
Date: 12/28/2017
Meeting Date: 01/02/2018



TITLE:

Consideration and Adoption of Ordinance No. 2018-06: An ordinance of the Flagstaff City Council authorizing the sale or lease of City Property for Affordable Housing and establishing an effective date.

STAFF RECOMMENDED ACTION:

- 1) Read Ordinance No. 2018-06 by title only for the final time
- 2) City Clerk reads Ordinance No. 2018-06 by title only (if approved above)
- 3) Adopt Ordinance No. 2018-06

Executive Summary:

The City Council has identified Affordable Housing in the 2017 -2019 Council Goals. City Council identified three City Properties, the "Scattered Sites", that could be developed for affordable housing. These properties have been presented to Council on various occasions through City Work Sessions. City Charter, Article VIII, Sections 9 and 10 require the Council to authorize the sale or lease of City property and prescribes the necessary steps to accomplish. As the City anticipates bringing either a lease agreement or a purchase and sale agreement to Council in January 2018, this authority is needed in a timely manner to continue to facilitate the development of these sites. Ordinance No. 2018-06 will authorize the sale or lease of the City Property for Affordable Housing.

Financial Impact:

Financial impact is undefined at this time, as negotiations are underway with a successful respondent to the Request For Proposal (RFP) to identify a user for these properties.

Policy Impact:

This Ordinance furthers Council's identified affordable housing goals.

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

Affordable Housing- Support development and increase the inventory of public and private affordable housing for renters and home-owners throughout the community.

Has There Been Previous Council Decision on This:

May 23, 2017 – City Council Work Session

June 27, 2017 - City Council Work Session

July 7, 2017 – Special Council Meeting

December 19, 2017 - City Council Regular Meeting (First read of the ordinance)

Options and Alternatives:

Option 1: Approve Ordinance No. 2018-06 and authorize the sale or lease of city property for affordable housing.

Option 2: Do not approve Ordinance No. 2018-06 and direct staff on other potential uses for the city properties.

Background/History:

On July 7th, 2017 Council gave staff direction to move forward with a Request for Proposals for the Development of the City Properties "Scattered Sites". A Request for Proposal (RFP) #2018-02 for the Scattered Sites Affordable Housing was posted for solicitation on August 14, 2017 and advertised in the Arizona Daily Sun on August 20, 2017 and August 27, 2017. The RFP responses were opened on September 26, 2017 and staff is currently in negotiations with the proposers of RFP 2018-02.

Approving Ordinance 2018-06 will give staff authority to enter into an agreement for the sale or lease of the properties for Affordable Housing as required by City Charter. Staff will present the final agreement to council for approval in a separate council meeting.

Key Considerations:

Approving Ordinance 2018-06 will allow staff to move forward to achieve the goal of Affordable Housing.

Expanded Financial Considerations:

None

Community Benefits and Considerations:

Increase affordable housing for renters and homeowners in Flagstaff.

Community Involvement:

May 23, 2017 – City Council Work session

June 27, 2017 - City Council Work session

July 7, 2017 – Special Council meeting

Attachments:

EXHIBIT A

City Properties Overview Map

Ord 2018-06Exhibit A.Legal

PowerPoint

“EXHIBIT A,” CITY PROPERTIES

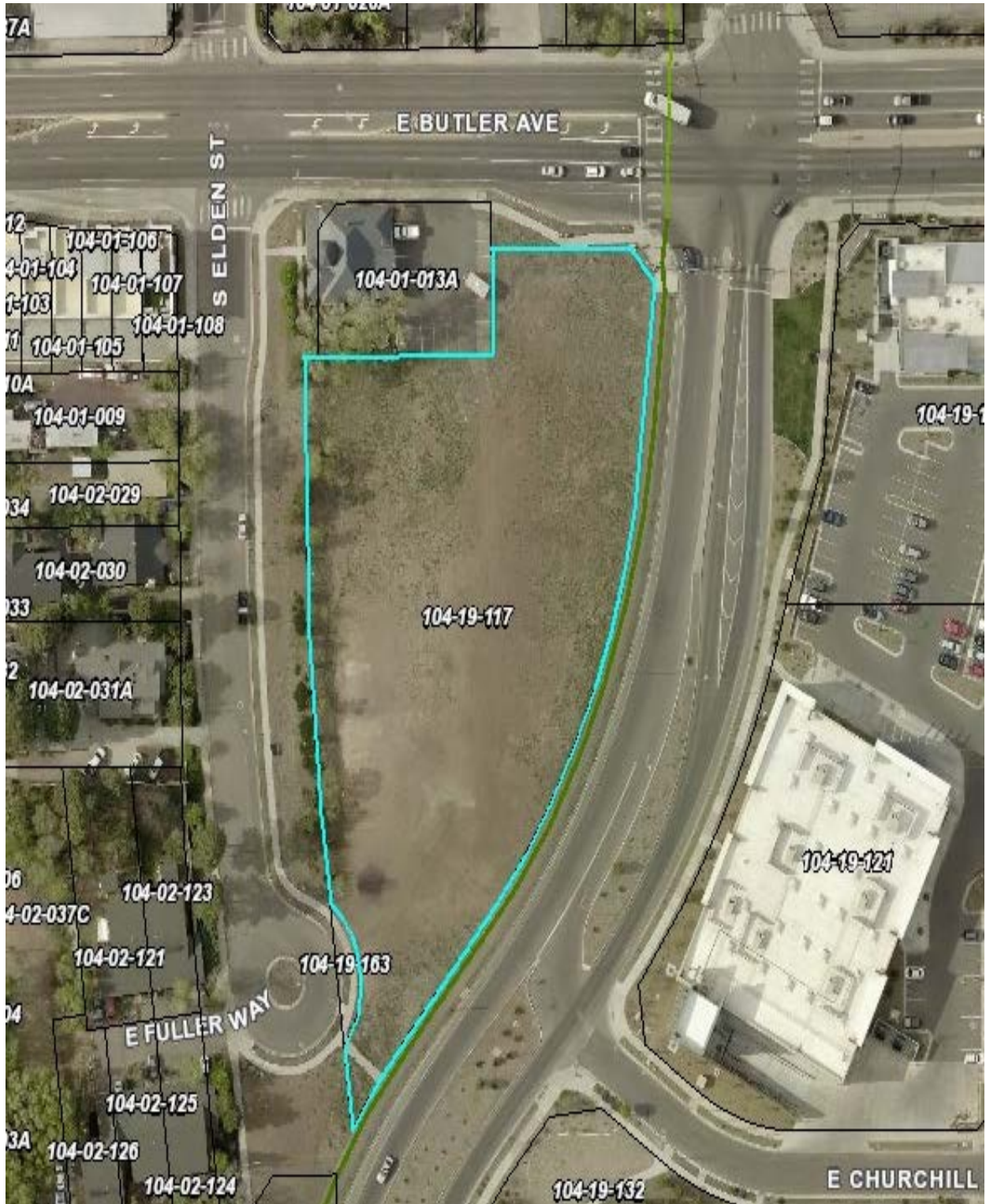
- 1. 3100 N. West St. / .91 acre (1.38 acres total)**



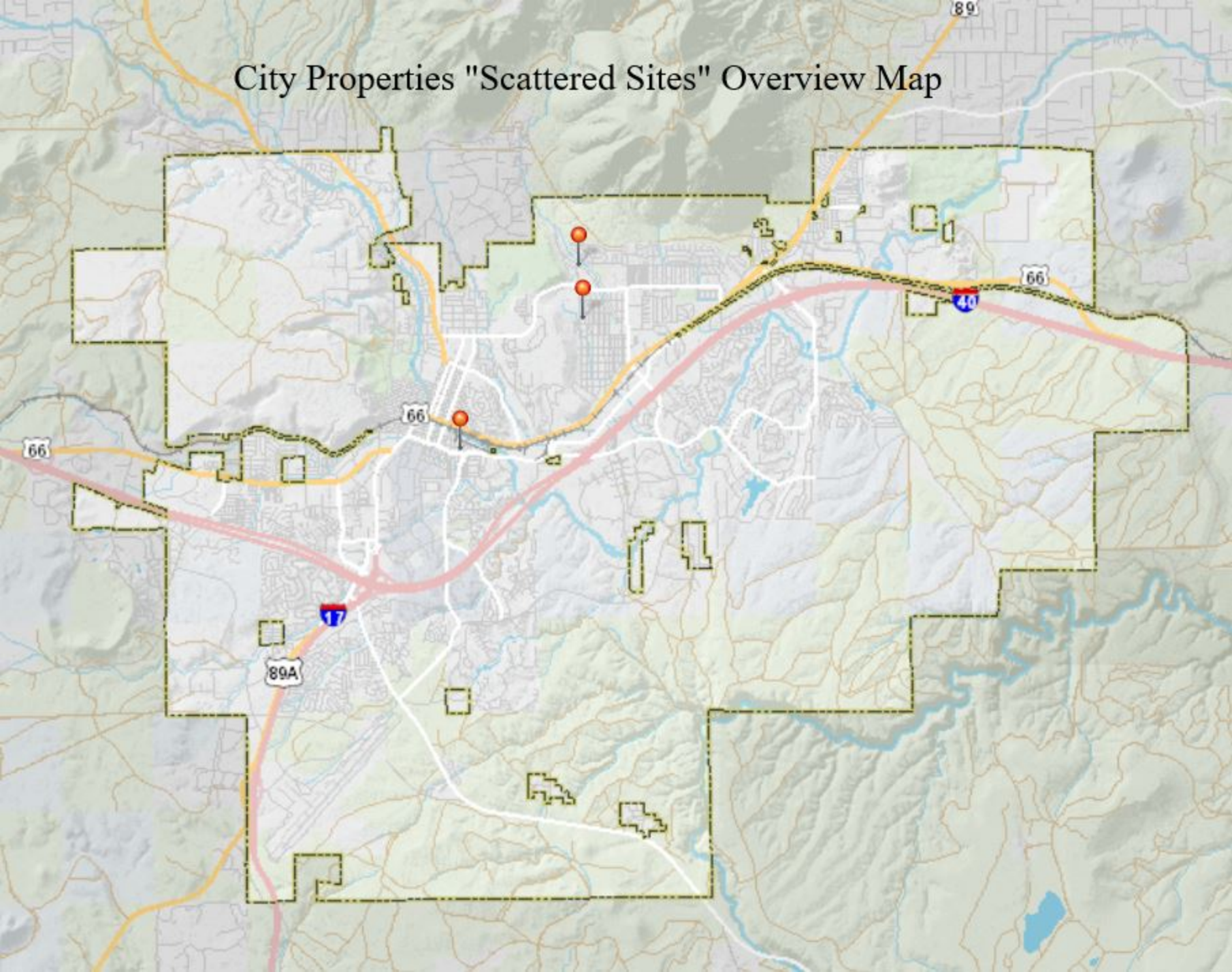
2. 700 E. Sixth Ave. / 0.86 acre (3.02 acres total)



3. 303 E. Lone Tree Rd. / Area: 1.74 acres



City Properties "Scattered Sites" Overview Map



ORDINANCE NO. 2018-06

AN ORDINANCE OF THE FLAGSTAFF CITY COUNCIL AUTHORIZING THE SALE OR LEASE OF CITY PROPERTY FOR AFFORDABLE HOUSING AND ESTABLISHING AN EFFECTIVE DATE

RECITALS:

WHEREAS, the City of Flagstaff desires to provide affordable housing to its citizens; and

WHEREAS, Affordable Housing is a Council Goal, to support development and increase the inventory of public and private affordable housing for renters and home-owners throughout the community; and

WHEREAS, City staff has identified three City parcels for the development of affordable housing; and

WHEREAS, City of Flagstaff is authorized pursuant to the Flagstaff City Charter Article VIII, Sections 9 and 10 to lease or convey the real property.

ENACTMENTS:

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLAGSTAFF AS FOLLOWS:

SECTION 1. In General

The City of Flagstaff hereby authorizes the disposition of the three City Properties identified in Exhibit A, through either sale or lease, for the development of affordable housing, subject to the terms outlined in a final purchase and sale or lease agreement separately approved by the City Council of the City of Flagstaff.

SECTION 2. Delegation of Authority

The Mayor, City Manager, City Attorney, City Clerk, Finance Director, Real Estate Manager, or their delegates or agents, are hereby authorized and directed to take all steps and execute all documents necessary to carry out the purpose and intent of this ordinance.

SECTION 3. Effective Date.

This ordinance shall become effective thirty (30) days following the adoption by the City Council.

PASSED AND ADOPTED by the City Council of The City of Flagstaff this 2nd day of January 2018.

MAYOR

ATTEST:

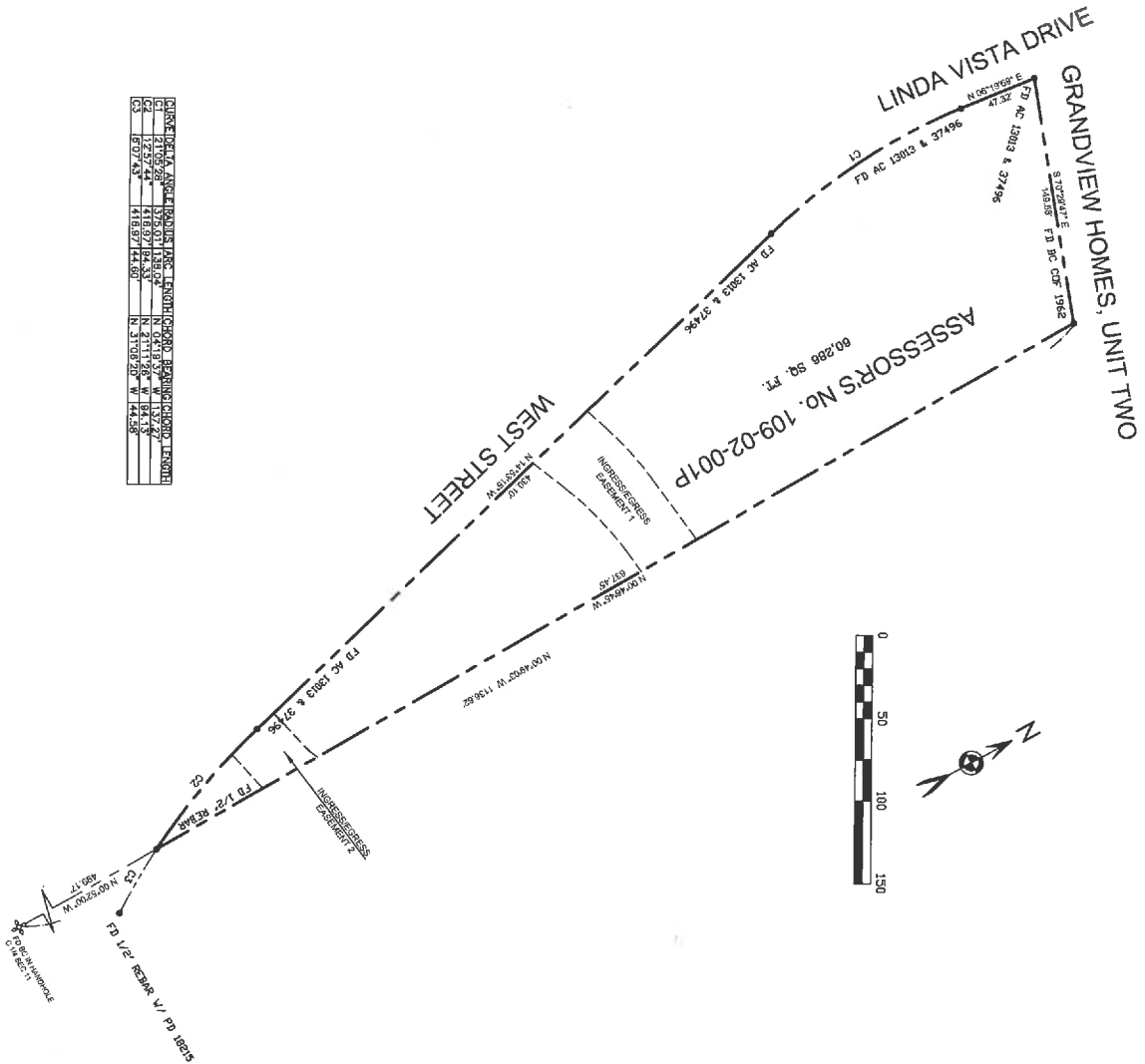
CITY CLERK

APPROVED AS TO FORM:

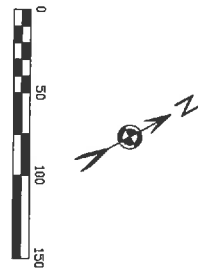
CITY ATTORNEY

Attachments: Exhibit A

"Exhibit A"



DATE	06/28/2017	BY	K. KENNEL
TIME	12:29:44	BY	K. KENNEL
DATE	06/28/2017	BY	K. KENNEL
TIME	12:29:44	BY	K. KENNEL
DATE	06/28/2017	BY	K. KENNEL
TIME	12:29:44	BY	K. KENNEL

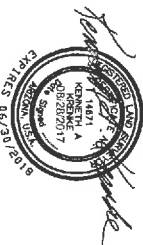


All distances and bearings shown herein are grid values based on the preceding projection definition. The projection was defined such that grid distances are equivalent to "ground" distances within the project area.

The Basis of Bearings is Geodetic North based on GPS measurements. These bearings have been noticed to grid for the City of Phoenix.

Distortion Projection: All bearings and distances shown on this map are grid per the preceding definition.

Projection: Transverse Mercator
Latitude of grid origin: 35° 00' 00" N
Longitude of Central Meridian: 111° 37' 00" W
False Easting: 1000000.000 m
False Northing: 7000000.000 m
Central Meridian Scale Factor: 1.000333 (fixed)



Northland Exploration Surveys, Inc. 808 West Apache Avenue, Flagstaff, Arizona 86001 (908) 774-8088	
SCALE: 1" = 50 FEET SURVEYOR: M. S. SHERMAN CHECKED: K. Kennel DATE: August 28, 2017	RESULTS OF SURVEY OF: EXHIBIT A Instrument No. 3516350 situated in the NW 1/4 of Section 11, Township 21 North, Range 7 East, Gila and Salt River Meridian, Coconino County, Arizona
SHEET 1 OF 1	SHEET NO. 1747/3

Remainder of Parcel

W2; LOTS 2&3; SW4NW4; W2SW4; SE4SW4; EXC: ELY 60' OF SE4SW4;
E2NE4SE4SW4 E 100' OF W2NE4SE4SW4 & EXC: BEG SW COR SEC 11; TH N
49D53M17S E 1442.51' TO TRUE POB; TH N 16D28M50S E 250'; TH N 73D31M10S
W 250'; TH S 16D28M50S W 250'; TH S 73D31M10S E 250' TO TRUE POB. & EXC:
3.60 AC PUBLIC R/W 1499/636; 12.92 AC RA & VC DENNIS 1507/267; 5.66 AC AS
DESC IN 1668/235 AND 1668/237 EXCEPT **Exhibit A**

Unofficial Copy

City File No.: _____

Descriptive Title: C.O.F. HOUSING PARCEL

Exhibit A

Following is a description of a parcel of land being a portion of Lot 3, located in the Northwest 1/4 of Section 11, Township 21 North, Range 7 East, Gila and Salt River Base and Meridian, Coconino County, Arizona. (Note: All references to recorded documents refer to the records of the Coconino County Records Office.)

The parcel of land is more particularly described by metes and bounds as follows:

COMMENCING at the Center 1/4 corner of Section 11, monumented with a brass cap. From which point the West 1/4 corner of Section 11, monumented with an aluminum cap, LS4321, bears South 89°57'40" West, 2632.82 feet;

THENCE North 00°47'27" West along the North/South mid-section line of Section 11, 498.88 feet to the intersection with the East right of way line of West Street as described in Docket 1473, Page 149, the **TRUE POINT OF BEGINNING** of this description

THENCE Northwesterly along the East right of way line of West Street and along a curve to the right whose center point bears North 62°10'11" East, having a radius of 416.97 feet and a central angle of 13°00'02", an arc distance of 94.61 feet (chord bearing North 21°19'48" West, chord distance 94.41 feet);

THENCE North 14°49'47" West along the East right of way line of West Street, 430.48 feet;

THENCE Northerly along the East right of way line of West Street and along a curve to the right having a radius of 375.01 feet and a central angle of 21°02'14", an arc distance of 137.69 feet (chord bearing North 04°18'40" West, chord distance 136.92 feet) to the East right of way line of Linda Vista as shown on the plat for McMillan Heights recorded in Case 1 of Maps, Page 149;

THENCE North 06°12'27" East along the East right of way line of Linda Vista, 47.23 feet to the South line of Grandview Homes, Unit Two, recorded in Book 2, Page 114;

THENCE South 70°28'58" East along the South line of Grandview Homes, Unit Two, 149.50 feet to the Northwest corner of the parcel of land described in Instrument No. 3064250, and to the North/South mid-section line of Section 11, monumented with a 2" brass cap marked "COF, 1962";

THENCE South $00^{\circ}47'27''$ East along the North/South mid-section line of Section 11, 637.68 feet to the **TRUE POINT OF BEGINNING** of this description.

The above described parcel of land contains 1.38 Acres, more or less.

The **BASIS OF BEARINGS** for this description is the North/South mid-section line of Section 11, which bears North $00^{\circ}47'27''$ West according to Docket 1437, Page 149.

The above described parcel of land is subject to two ingress/egress easements which are described as follows:

Ingress/Egress Easement 1:

COMMENCING at the True Point of Beginning of the above described parcel:

THENCE North $00^{\circ}47'27''$ West along the North/South mid-section line of Section 11, 73.70 feet to the **TRUE POINT OF BEGINNING** of this description;

THENCE South $76^{\circ}36'57''$ West, 28.01 feet to the East right of way line of West Street as described in Docket 1437, Page 149;

THENCE Northwesterly along the East right of way line of West Street, and along a curve to the right whose center point bears North $72^{\circ}12'04''$ East, having a radius of 416.97 feet and a central angle of $2^{\circ}58'09''$, an arc distance of 21.61 feet (chord bearing North $16^{\circ}18'52''$ West, chord distance 21.61 feet);

THENCE North $14^{\circ}49'47''$ West along the East right of way line of West Street, 13.72 feet;

THENCE North $75^{\circ}29'58''$ East, 32.09 feet;

THENCE North $64^{\circ}09'45''$ East, 5.83 feet to the North/South mid-section line;

THENCE South $00^{\circ}47'27''$ East along the North/South mid-section line, 38.09 feet to the **TRUE POINT OF BEGINNING** of this description.

The above described parcel of land contains 0.03 Acres, more or less.

Ingress/Egress Easement 2:

COMMENCING at the True Point of Beginning of the above described parcel:

THENCE North $00^{\circ}47'27''$ West along the North/South mid-section line of Section 11, 336.87 feet to the **TRUE POINT OF BEGINNING** of this description;

THENCE South $87^{\circ}36'14''$ West, 13.93 feet;

THENCE Southwesterly along a curve to the left having a radius of 200.00 feet and a central angle of $15^{\circ}40'42''$, an arc distance of 54.73 feet (chord bearing South $79^{\circ}45'53''$ West, chord distance 54.56 feet);

THENCE South $71^{\circ}55'32''$ West, 24.46 feet to the East right of way line of West Street as described in Docket 1437, Page 149;

THENCE North $14^{\circ}49'47''$ West along the East right of way line of West Street, 37.24 feet;

THENCE North $71^{\circ}12'17''$ East, 16.52 feet;

THENCE Northeasterly along a curve to the right having a radius of 200.00 feet and a central angle of $11^{\circ}21'04''$, an arc distance of 39.62 feet (chord bearing North $76^{\circ}52'49''$ East, chord distance 39.56 feet);

THENCE North $82^{\circ}33'21''$ East, 46.09 feet to the North/South mid-section line of Section 11;

THENCE South $00^{\circ}47'27''$ East along the North/South mid-section line of Section 11, 38.41 feet to the **TRUE POINT OF BEGINNING** of this description.

The above described parcel of land contains 0.08 Acres, more or less.

For a drawing of the parcels of land described above, see **EXHIBIT "B"** which by this reference is attached to and made part of this description.



Expires: 3/31/2011

ACCEPTED
CITY OF FLAGSTAFF
ENGINEERING DIV.

DRB 8-29-08
INT DATE

**Grandview Homes
Unit Two**
Book 2, Page 114

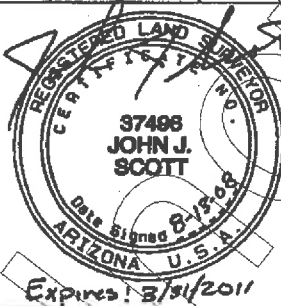
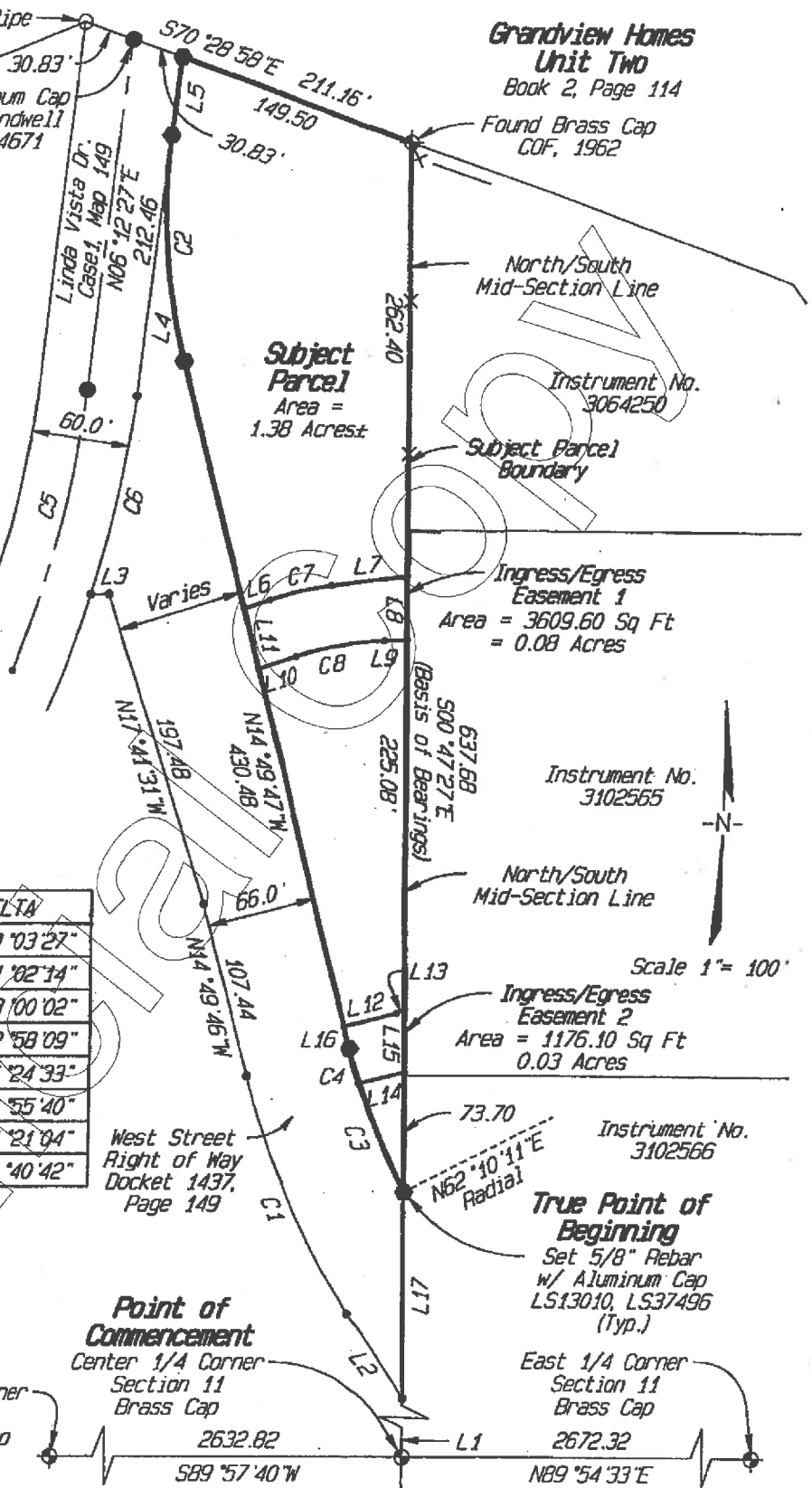
**Grandview Homes
Unit Two**
Book 2, Page 114
Found Brass Cap
COF, 1962

Exhibit B

A parcel of land located in the
Northwest 1/4 of Section 11,
Township 21 North, Range 7 East,
GSSABGM, Coconino County, Arizona

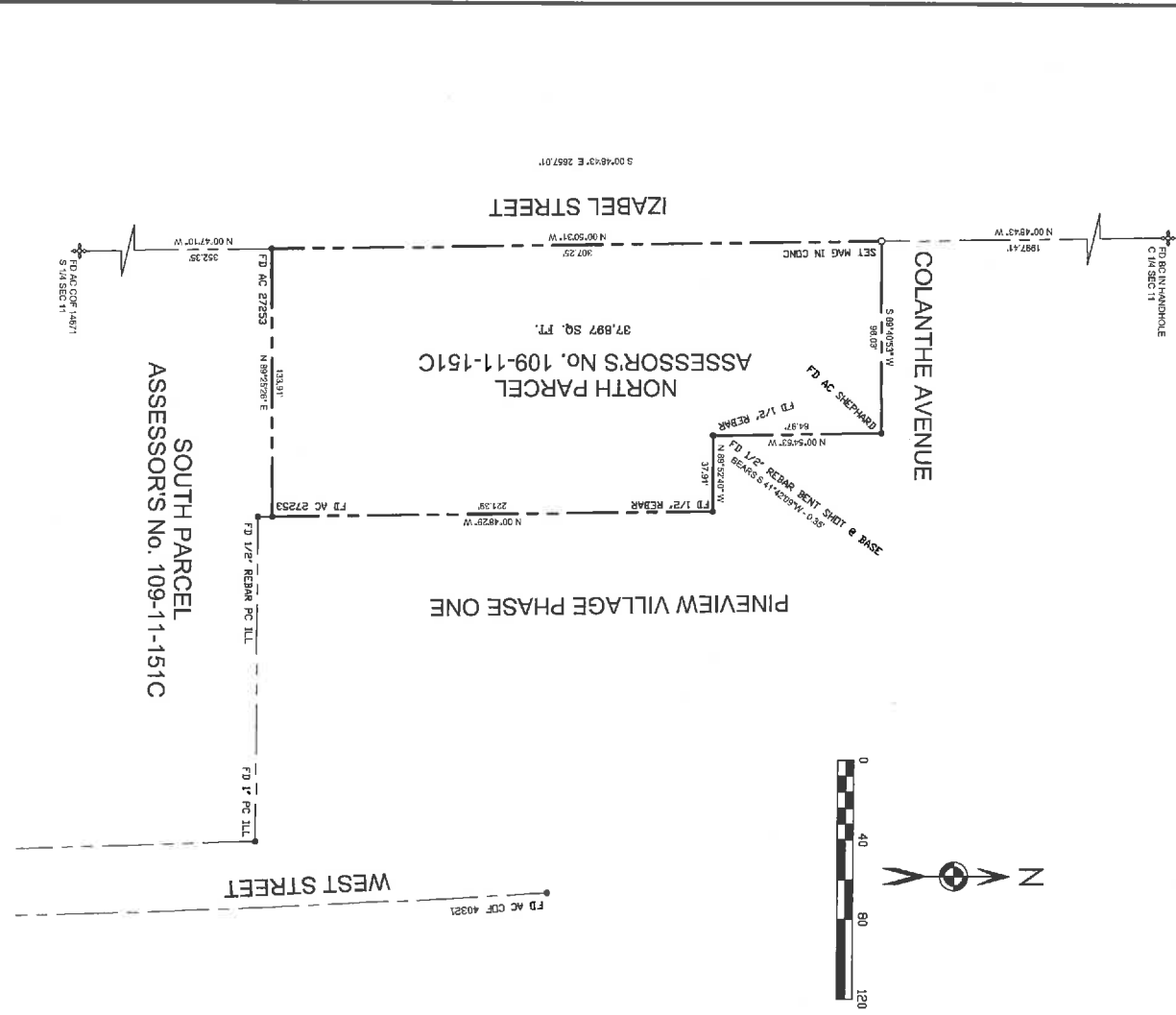
LINE	BEARING	DISTANCE
L1	N00°47'27"W	373.75
L2	N33°53'13"W	60.83
L3	N89°10'49"E	11.14
L4	N06°12'27"E	158.14
L5	N06°12'27"E	47.23
L6	N71°12'17"E	16.52
L7	N82°33'21"E	46.09
L8	S00°47'27"E	38.41
L9	S87°36'14"W	13.93
L10	N71°55'32"E	24.46
L11	S14°49'47"E	37.24
L12	N75°29'58"E	32.09
L13	N64°09'45"E	5.83
L14	N76°36'57"E	28.01
L15	S00°47'27"E	38.09
L16	N14°49'47"W	13.72
L17	N00°47'27"W	125.13

LINE	ARC	RADIUS	DELTA
C1	160.66	483.03	19°03'27"
C2	137.69	375.01	21°02'14"
C3	94.61	416.97	13°00'02"
C4	21.61	416.97	2°58'09"
C5	175.81	613.87	16°24'33"
C6	122.81	643.89	10°55'40"
C7	39.62	200.00	11°21'04"
C8	54.73	200.00	15°40'42"



**ARIZONA
ENGINEERING
COMPANY**

City File No. _____



A note on Basis of Bearing and Coordinate System:
 Linear Unit: International Foot
 Geoidic Datum: North American Datum 1983
 System: Arizona LDP (Low Distortion Projection)
 Projection: Transverse Mercator
 Latitude of grid origin: 35° 00' 00" N
 Longitude of Central Meridian: 111° 57' 00" W
 Spheroid: GRS 1980
 Easting at Central Meridian: 70,000,000.0
 Central Meridian Scale Factor: 1.000333 (exact)

All distances and bearings shown herein are grid values based on the preceding projection definition. The projection was defined such that grid distances are equivalent to "ground" distances within the project area.

The Basis of Bearings is Geoidic North based on GPS measurements. These bearings have been related to grid for the City of Flagstaff Low Distortion Projection. All bearings and distances shown on this map are grid per the preceding definition.



Northland Exploration Surveys, Inc. 680 West Aspen Avenue, Flagstaff, Arizona 86001 (908) 774-0000	
SCALE: 1" = 40 FEET SURVEYOR: M. Stearns CHECKED: K. Krenke DATE: August 28, 2017	RESULTS OF SURVEY OF NORTH PARCEL ASSESSOR'S No. 109-11-151C as shown on Instrument No. 346865 of the Records of Coconino County, Arizona, situated in the SE 1/4 of Section 11, Township 21 North, Range 7 East, and Salt River Meridian, Coconino County, Arizona
JOB NO. 17-074	SHEET 1 OF 1



EXHIBIT "A"

LEGAL DESCRIPTION:

A parcel of land, said parcel being a part of that parcel described in Instrument No. 3098059 of the Records of Coconino County, Arizona, situated in the Southeast $\frac{1}{4}$ of Section 11, Township 21 North, Range 7 East, Gila and Salt River Meridian, Coconino County, Arizona, said parcel being more particularly described as follows:

From the South $\frac{1}{4}$ of said Section 11, said point being a found aluminum cap 14671, thence N 00° 47' 10" W, along the North-South centerline of said Section 11, for a distance of 352.35 feet to a found aluminum cap 27253, said point being the **TRUE POINT OF BEGINNING**;

thence continue N 00° 50' 31" W, along said North-South centerline, for a distance of 307.25 feet to a set mag nail with tag 14671, said point being on the South Right-of-Way line of Colanth Avenue;

thence N 89° 40' 53" E, along South Right-of-Way line, for a distance of 96.03 feet to a found aluminum cap SHEPARD, said point being on the West subdivision line of Pineview Village, Phase One as recorded in Case 4, Map 14 of the Records of Coconino County;

thence S 00° 54' 53" E, along said West subdivision line, for a distance of 84.97 feet to a found $\frac{1}{2}$ " rebar;

thence S 89° 52' 40" E, along said West subdivision line, for a distance of 37.91 feet to a found $\frac{1}{2}$ " rebar;

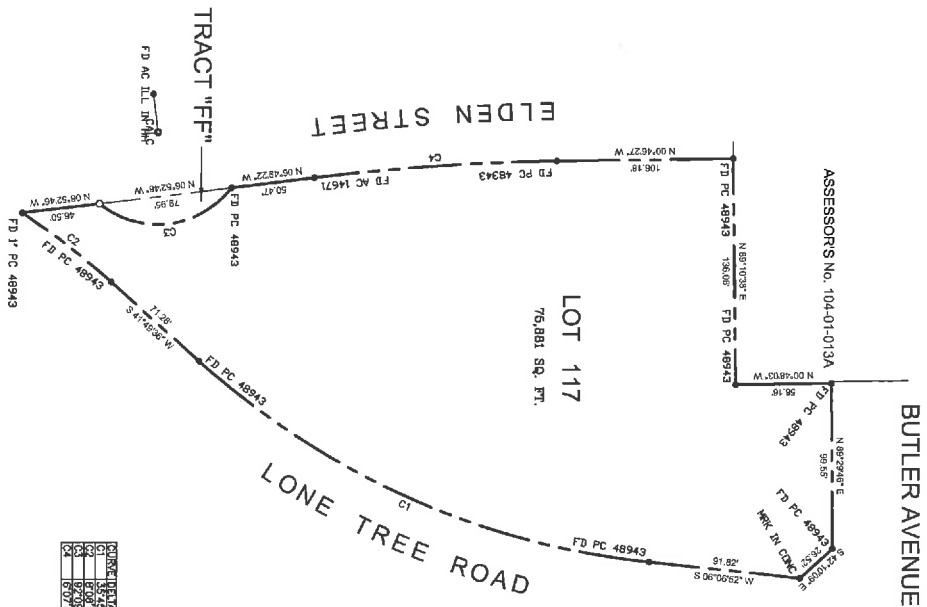
thence S 00° 48' 29" E, along said West subdivision line, for a distance of 221.39 feet to a found aluminum cap 27253;

thence S 89° 25' 26" W for a distance of 133.91 feet to the **TRUE POINT OF BEGINNING**,

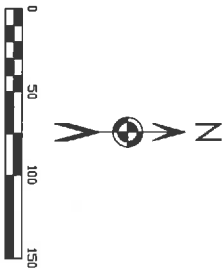
said parcel contains 37,897 square feet of land, more or less, including any easements of record over the above mentioned parcel.

NES # 17-074.





LINE	BEARING	DISTANCE	POINT
1	N 88°10'33" E	108.18'	POI 1
2	S 89°52'40" W	198.00'	POI 2
3	N 00°48'03" W	56.16'	POI 3
4	N 88°10'33" E	198.00'	POI 4
5	S 89°52'40" W	108.18'	POI 5
6	N 00°48'03" W	56.16'	POI 6
7	N 88°10'33" E	108.18'	POI 7
8	S 89°52'40" W	198.00'	POI 8
9	N 00°48'03" W	56.16'	POI 9
10	N 88°10'33" E	198.00'	POI 10
11	S 89°52'40" W	108.18'	POI 11
12	N 00°48'03" W	56.16'	POI 12



A note on Basis of Bearing and Coordinate System:
 Linear Unit: International Foot
 Geoidal Datum: North American Datum 1983
 System: Arizona LDP (Low Distortion Projection)
 Projection: Transverse Mercator
 Latitude of grid origin: 35° 03' 00" N
 Longitude of grid origin: 111° 37' 00" W
 Northing at grid origin: 0.0001 ft
 Easting at Central Meridian: 70,000,000 ft
 Central Meridian Scale Factor: 1.000033 (exact)

All distances and bearings shown herein are grid values based on the preceding projection definition. This projection was defined such that grid distances are equivalent to ground distances within the project area.

The Basis of Bearings is Geoidal North based on GPS measurements. These bearings have been related to grid for the City of Flagstaff, Low Distortion Projection. All bearings and distances shown on this map are grid per the preceding definition.



Northland Exploration Surveys, Inc. 6811 West Aspen Avenue, Flagstaff, Arizona 86001 (602) 774-6888	
SCALE: 1" = 50 FEET RESULTS OF SURVEY OF LOT 117, ASPEN PLACE AT THE SAWMILL situated in the NW 1/4 of section 22, Township 21 North, Range 7 East, Gila and Salt River Meridian, Coconino County, Arizona DATE: August 23, 2017	SHEET 1 OF 1 JOB NO. 17-075

SCHEDULE 1 TO DEED

LEGAL DESCRIPTION

Lot 117, Aspen Place at the Sawmill, according to plat recorded May 14, 2007 at Instrument Number 3438431, records of Coconino County, Arizona;

Except all oil, gas and other minerals as granted in Deed recorded in Docket 164, page 405, records of Coconino County, Arizona.



Sale or Lease of Scattered Sites

Presented by
Charity Lee
Real Estate Manager

December 19, 2017

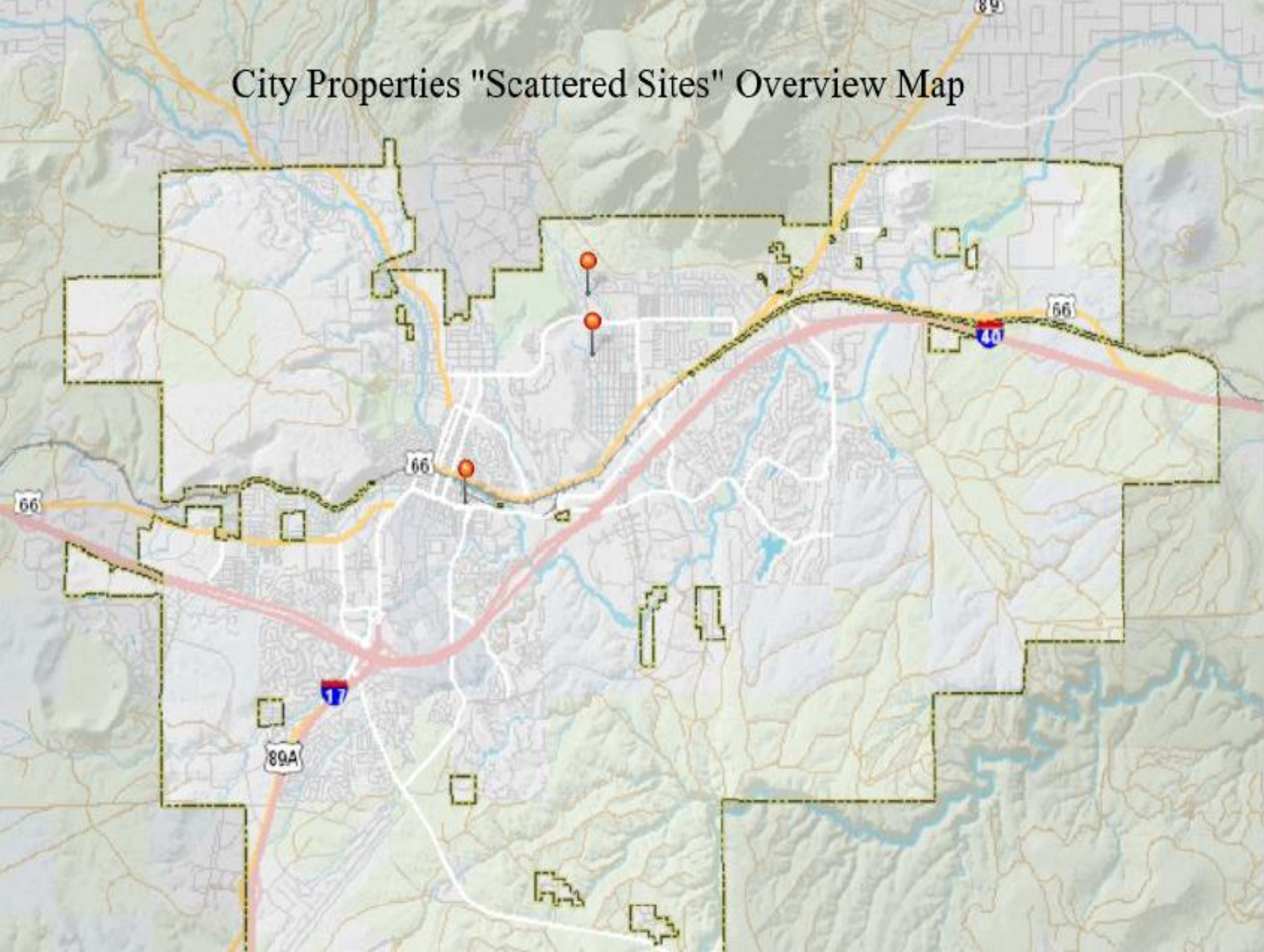


TEAM FLAGSTAFF

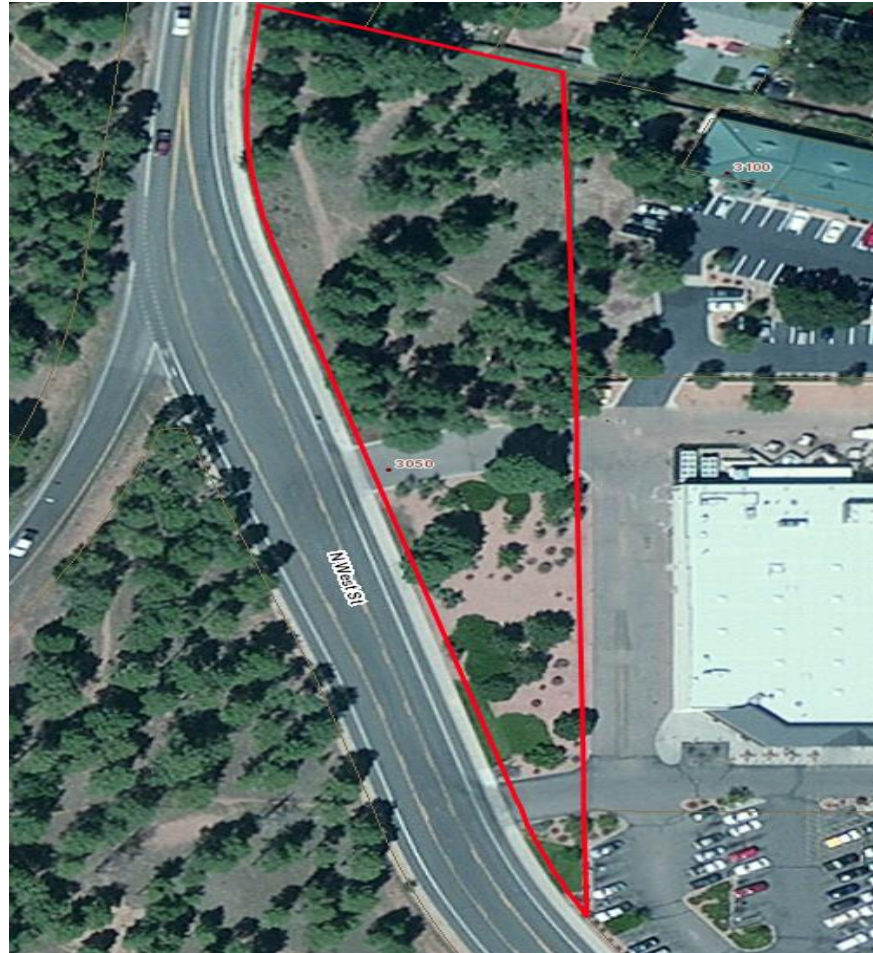
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City Properties "Scattered Sites" Overview Map



3100 N. West Street “West Street”



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History

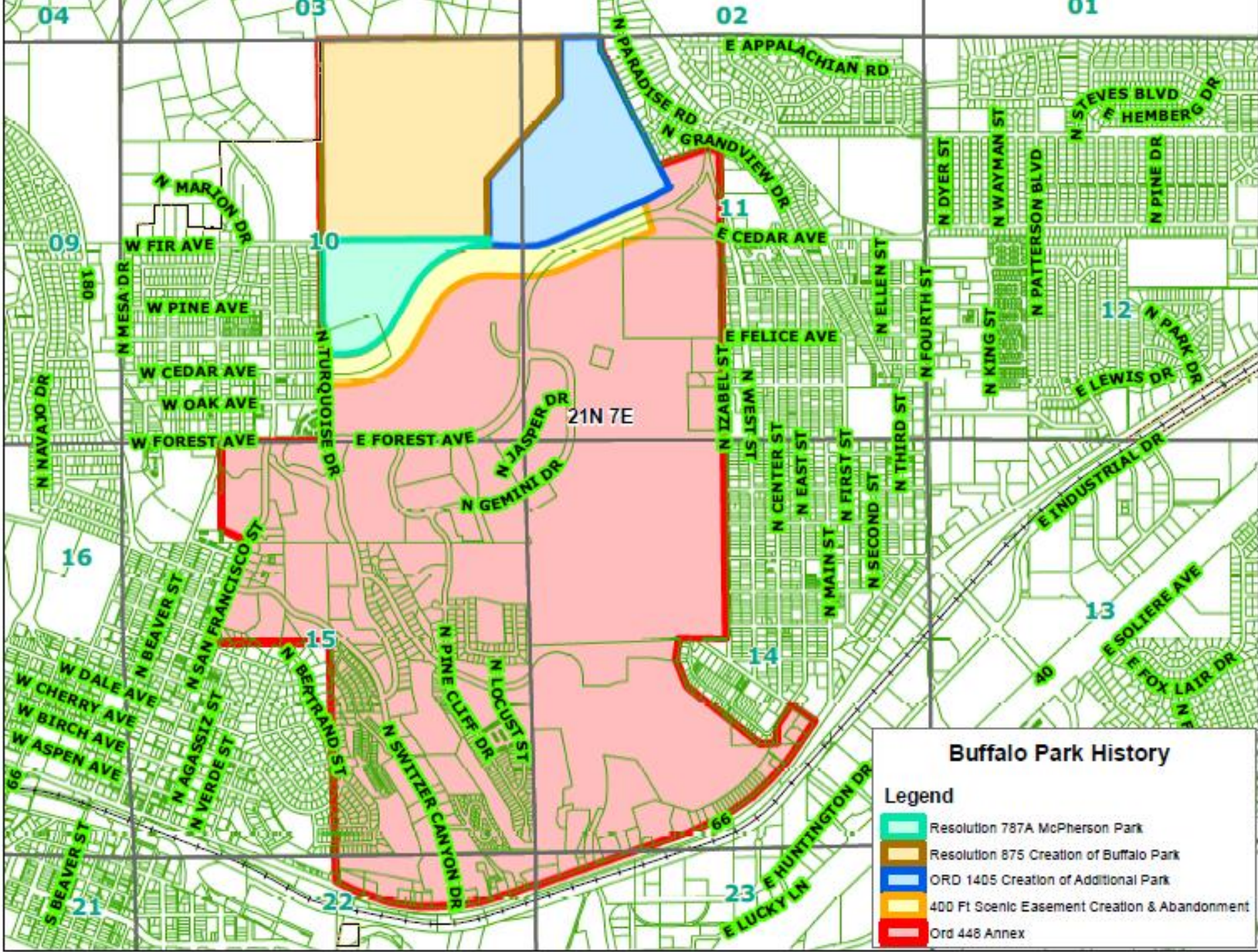
- Parcel part of 764.65 acres of land acquired from the United States of America. Recorded April, 3rd, 1959, Docket 135, 395.
- City reconveyed and relinquished land to the United States Government under an “Act to consolidate national forest lands” and selected 764.65 acres from the United State Government.
- Parcel split from larger parcel in 2009.
- Parcel not part of Buffalo Park or Open Space.
- No Deed Restrictions.

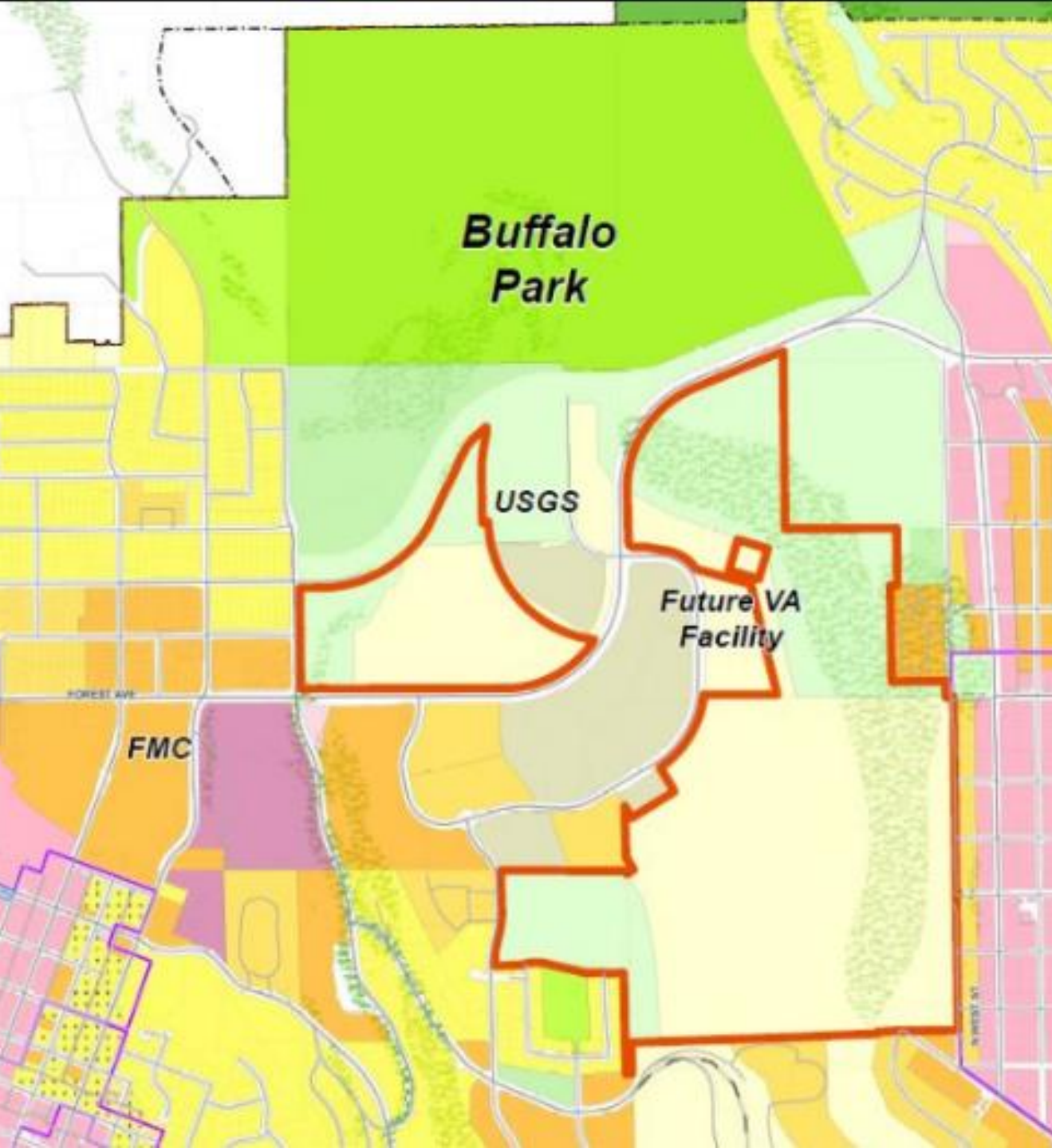


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Legend

Boundary of Proposition 413 without VA parcel

City Limits

Urban Growth Boundary

Zoning

Residential Zones:

Rural Residential (RR)

Estate Residential (ER)

Single-family Residential (R1)

Single-family Residential Neighborhood (R1N)

Medium Density Residential (MR)

High Density Residential (HR)

Manufactured Housing (MH)

Transect Zones:

T3N.1

T4N.1-O

T5

Commercial Zones:

Central Business (CB)

Highway Commercial (HC)

Commercial Service (CS)

Community Commercial (CC)

Suburban Commercial (SC)

Industrial Zones:

Research and Development (RD)

Light Industrial (LI)

Light Industrial Open (LI-O)

Resource and Open Space:

Public Facility (PF)

Public Lands Forest (PLF)



1700 E. Sixth Avenue “Izabel Property”



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History

- City acquired the property by Warranty Deed on 7/5/2001 from George Mitchel Buckingham and Viki Kip Buckingham, Document Number 3098059.
- Property acquired for the purpose of affordable housing.
- Acquired the property for \$246,000.
- No Deed restrictions.



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303 S. Lone Tree Rd. “Elden Property”



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History



- City acquired by Special Warranty Deed, December 3rd, 2009. Recording number 3547958. Grantor, Butler & Lone Tree, LLC.
- Parcel part of the Final Subdivision plat for Aspen Place at the Sawmill.
- The Aspen Place and Sawmill project realigned S. Lone Tree Rd and created the Aspen Place at the Sawmill Subdivision.
- Property granted to the City for the purpose of affordable housing.
- No Deed Restrictions.



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- Authorizes staff to sell or lease the properties for affordable housing subject to the terms outlined in a final purchase and sale or lease agreement approved separately by the City Council of the City of Flagstaff.



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Questions?

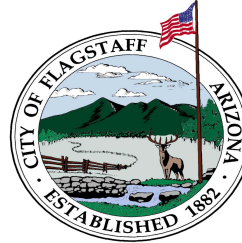


TEAM FLAGSTAFF
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CITY OF FLAGSTAFF STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Charity Lee, Real Estate Manager
Date: 12/28/2017
Meeting Date: 01/02/2018



TITLE:

Consideration and Adoption of Ordinance No. 2018-03: An ordinance of the City Council of the City of Flagstaff, Arizona, to abandon a waterline easement recorded in the records of the Coconino County, Arizona, Docket 172, Pages 385-386, which crosses under and over a property located at 3735 N. Kaspar Drive, and to record a new waterline easement at the property, and establishing an effective date. ***(Abandonment of waterline easement, and recording corrected waterline easement)***

STAFF RECOMMENDED ACTION:

- 1) Read Ordinance No. 2018-03 by title only for the final time
- 2) City Clerk reads Ordinance No. 2018-03 by title only (if approved above)
- 3) Adopt Ordinance No. 2018-03

Executive Summary:

A Waterline Easement was granted to the City of Flagstaff, Arizona, a municipal corporation in Docket 172, Pages 385-386, Records of Coconino County Arizona. The legal description is incorrect and does not follow the actual waterline. A survey of the actual waterline has been performed and a new legal description has been created to identify the correct location of the waterline. The City has obtained a new easement from the current property owner with the correct legal description of the waterline and will record such waterline easement in place of the abandonment.

Financial Impact:

None

Policy Impact:

None

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

Council Goal:

TRANSPORTATION AND OTHER PUBLIC INFRASTRUCTURE

Deliver quality community assets and continue to advocate and implement a highly performing multi-modal transportation system.

Regional Plan, Goal WR.4: Logically enhance and extend the City's public water...including their treatment, distribution, and collection systems.....(in relevant part)

Discussion and first read of this ordinance was held at the Regular Meeting of December 19, 2017.

Adopt the Ordinance to abandon the waterline easement in Docket 172, Pages 385-386 and replace with a new waterline easement on the property.

The City received the waterline easement on June 2, 1901, from Land Title and Trust Company, an Arizona Corporation and recorded in Docket 172, Page 385-386. The Water line Easement was for the purpose of installing, constructing, maintaining, operating, inspecting a repairing a waterline or lines lying beneath the surface of the property. The legal description reference in the document does not accurately describe the physical location of the waterline. The property was recently surveyed by the private property owner. The property owner presented an ALTA Survey to the City which showed that easement was located under the building. City staff reviewed the survey and confirmed that what was shown on the ALTA Survey was not the actual location of the waterline. The actual location of the waterline is on the east property line. The City obtained a survey to confirm the easement's location.

It is important for a legal description to accurately describe the physical location of the City's waterline. By approving this ordinance the City will abandon the easement with the incorrect legal description and record the easement with the correct legal description identifying the actual easement location. This will create an accurate record of the location of City infrastructure.

Providing accurate records of the location of City infrastructure.

Attachments: Utility Clearance
 Easement Locator Map
 Alta Survey
 New Easement Legals
 New Easement Map
 New Easement
 Ord. 2018-03

UTILITY CLEARANCE FOR RIGHT-OF-WAY ABANDONMENT

The undersigned does hereby acknowledge the abandonment of certain rights-of-way, over, under, and across the following described property situated in Flagstaff, Arizona, Coconino County.

Water line easement recorded in Docket 172 page 385.

Please review and complete the following section.

1. ☒ Approved without conditions.
2. ☐ Approved subject to conditions listed below.
3. ☐ Disapproved for the reasons listed below.

Provided information on type, size, and location of existing facilities if any that exist within the rights-of-way.

Comments:

The undersigned does hereby acknowledge the abandonment of certain rights-of-way over, under, and across the following described property situated in the County of Coconino, State of Arizona:

City of Flagstaff Water Services

Utility Company Name

By: [Signature]
Title: ENGINEERING MANAGER

STATE OF ARIZONA

COUNTY OF COCONINO

The foregoing instrument was acknowledge before me this 15th day of December, 2017,
by Ryan Roberts acting in the capacity of Engineering Manager
For and on behalf of the City of Flagstaff

My commission expires:

Notary Public

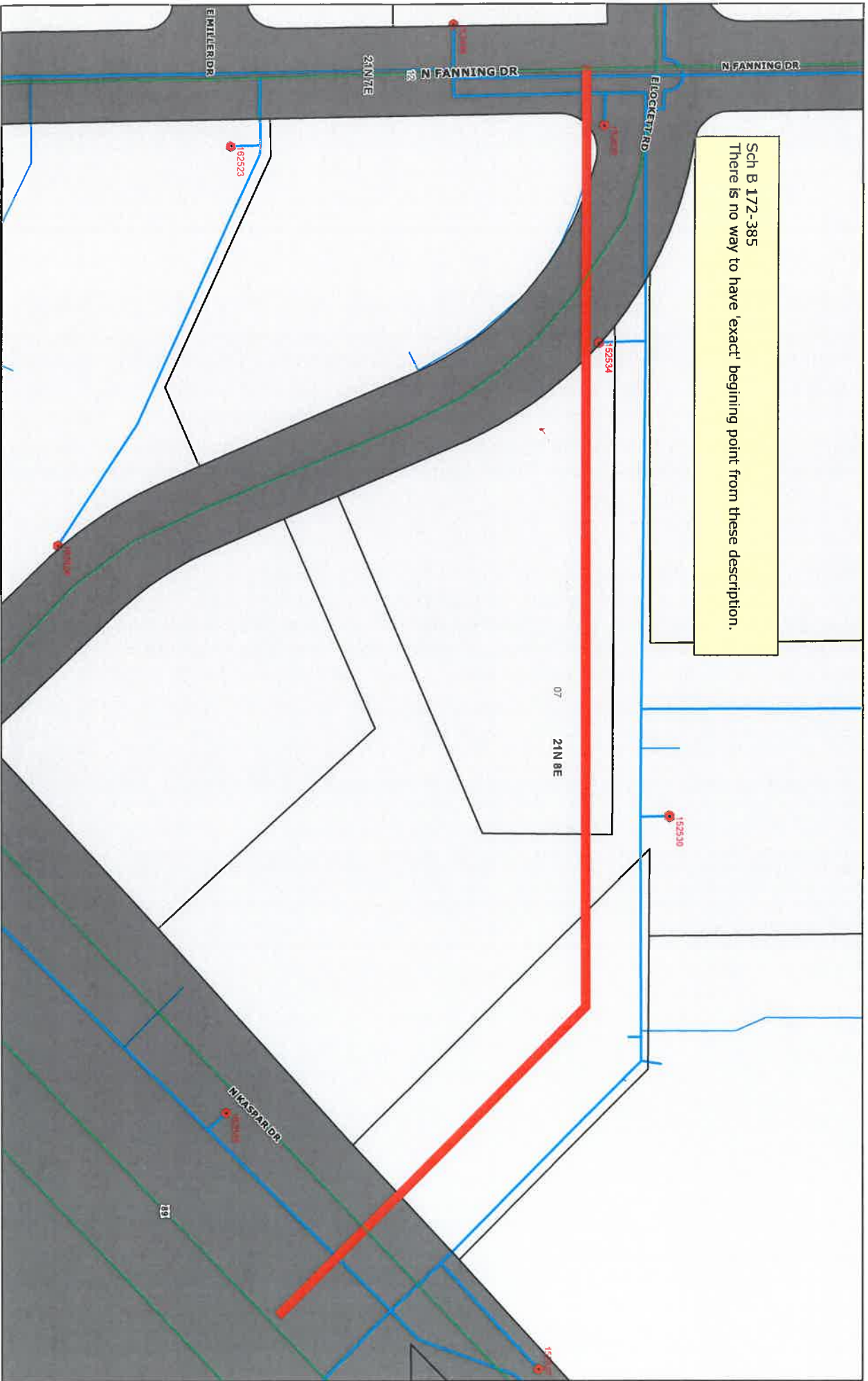


WATER LINE EASEMENT

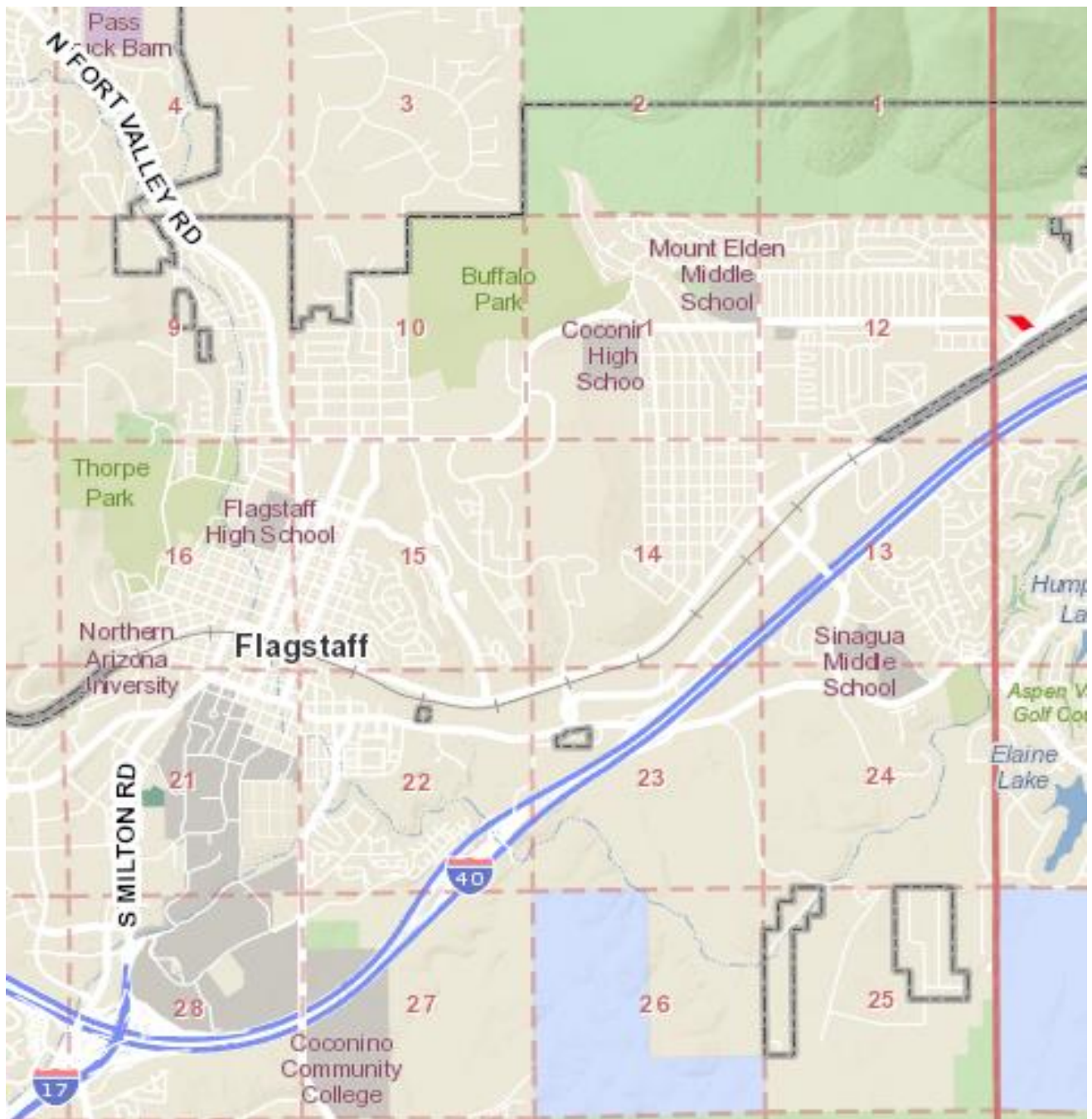
FOR AND IN CONSIDERATION of the sum of One Dollar and other valuable consideration, receipt of which is acknowledged, Land Title and Trust Company, an Arizona Corporation, as Trustee, does hereby grant unto the City of Flagstaff, a municipal corporation, an Easement for the purpose of installing, constructing, maintaining, operating, inspecting and repairing a water line or lines lying beneath the surface of that certain strip of land Eight (8) feet in width situate in the County of Coconino, State of Arizona, being all that portion of Section Seven (7), Township Twenty-one (21) North, Range Eight (8) East, Gila and Salt River Base and Meridian, which lies between lines that are parallel with and distant Four (4) feet measured at right angles from and on each side of the following described center line:

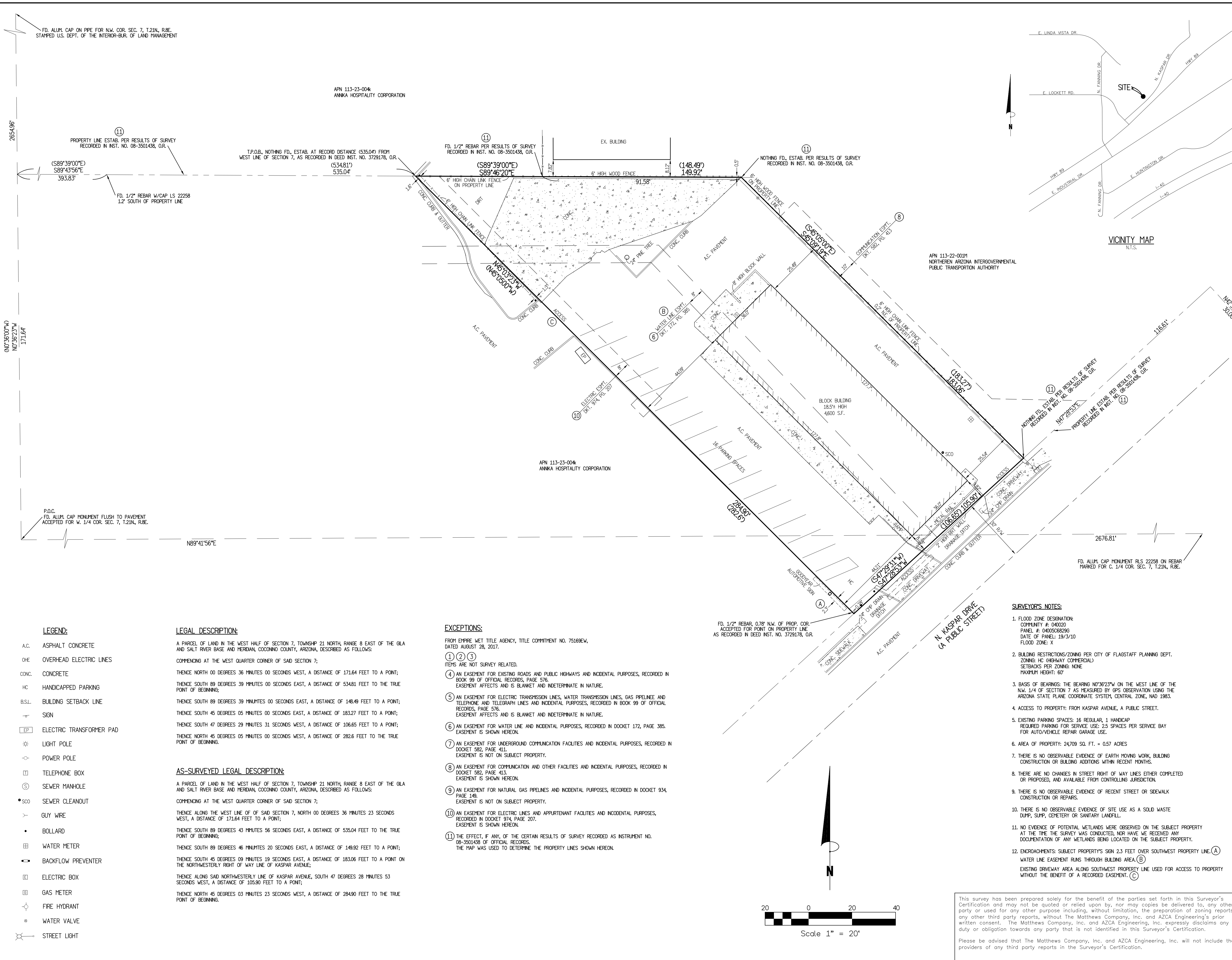
Beginning at the West Quarter corner of said Section Seven (7); thence Easterly along the midsection line of said Section Seven (7) a distance of Four (4) feet to a point; thence Northerly and parallel to the West line of said section a distance of 130 feet to a point; thence Easterly and parallel to the midsection line of said section a distance of 640 feet, more or less, to a point lying 300 feet Northwesterly from the Northeasterly right-of-way line of U. S. Highway 89, with said 300 foot distance being measured at right angles from said Northeasterly right-of-way line; thence South 43 degrees, 20 minutes East a distance of 300 feet to a point on the Northeast right-of-way line of U. S. Highway 89.

subject to the following express condition subsequent: That such Easement shall be used only for the purposes aforesaid and that Grantee shall have no further right, title or interest therein after abandonment thereof for such purpose. Failure to complete construction of a water line therein prior to March 1, 1963, shall constitute an abandonment thereof.



Easement Location 3735 N. Kaspar Drive





SURVEYOR'S CERTIFICATION:

TO: RPC REALTY HOLDINGS, LLC, EMPRE WEST TITLE AGENCY LLC AS AGENT FOR FIRST AMERICAN TITLE INSURANCE COMPANY, AND THE MATTHEWS COMPANY, INC.

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2016 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1, 2, 3, 4, 6(A), 6(B), 7(A), 7(B)(1), 7(C), 8, 9, 13, 14, 16, 17 AND 20 OF TABLE A THEREOF. THE FIELD WORK WAS COMPLETED ON SEPTEMBER 18, 2017.

DATE OF PLAT OR MAP: SEPTEMBER 21, 2017.

BY: LAWRENCE WILSON, L.S. 32238
ADDRESS: 1406 E. MARYMONT CIRCLE
FLAGSTAFF, AZ 86004
TELEPHONE NO. 928/853-1590
EMAIL: LARRYW@AZCAENG.COM

THE MATTHEWS COMPANY Inc.®
REGISTERED LAND SURVEYOR
32238 LAWRENCE WILSON
Exp. 3/31/19

THE PROPERTY DESCRIBED AND SHOWN HEREON IS THE SAME PROPERTY DESCRIBED IN FIRST AMERICAN TITLE INSURANCE COMPANY, COMMITMENT NO. 75189EW, DATED AUGUST 28, 2017.

“ALTA / NSPS LAND TITLE SURVEY”

PREPARED FOR:



17220 Newhope Street, Suites 108 - 110, Fountain Valley, CA 92708
Tel: (714) 979-7181 Fax: (714)-641-2840
www.themattthewscompany.com

MARK	DATE	REVISION	BY	AP'V'D

RPC Realty Holdings L.L.C.

3735 N. Kaspar Drive
Flagstaff, AZ
(Advance Automotive)

SCALE: 1"=20'	CHKD./AP'V'D: LW
DATE: 9/21/17	AZCA J.N. 17-4074
DWN. BY: BW	
CHKD. BY:	

- SURVEYOR'S NOTES:**
- FLOOD ZONE DESIGNATION:
COMMUNITY #: 040220
PANEL #: 0402508290
DATE OF PANEL: 19/3/10
FLOOD ZONE: X
 - BUILDING RESTRICTIONS/ZONING PER CITY OF FLAGSTAFF PLANNING DEPT.
ZONING: HC (HIGHWAY COMMERCIAL)
SETBACKS PER ZONING: NONE
MAXIMUM HEIGHT: 60'
 - BASES OF BEARINGS: THE BEARING N0738°23'27"W ON THE WEST LINE OF THE N.W. 1/4 OF SECTION 7 AS MEASURED BY GPS OBSERVATION USING THE ARIZONA STATE PLANE COORDINATE SYSTEM, CENTRAL ZONE, NAD 1983.
 - ACCESS TO PROPERTY: FROM KASPAR AVENUE, A PUBLIC STREET.
 - EXISTING PARKING SPACES: 16 REGULAR, 1 HANDICAP
REQUIRED PARKING FOR SERVICE USE: 2.5 SPACES PER SERVICE BAY FOR AUTO/VEHICLE REPAIR GARAGE USE.
 - AREA OF PROPERTY: 24,709 SQ. FT. = 0.57 ACRES
 - THERE IS NO OBSERVABLE EVIDENCE OF EARTH MOVING WORK, BUILDING CONSTRUCTION OR BUILDING ADDITIONS WITHIN RECENT MONTHS.
 - THERE ARE NO CHANGES IN STREET RIGHT OF WAY LINES EITHER COMPLETED OR PROPOSED, AND AVAILABLE FROM CONTROLLING JURISDICTION.
 - THERE IS NO OBSERVABLE EVIDENCE OF RECENT STREET OR SIDEWALK CONSTRUCTION OR REPAIRS.
 - THERE IS NO OBSERVABLE EVIDENCE OF SITE USE AS A SOLID WASTE DUMP, SLUMP, CEMETERY OR SANITARY LANDFILL.
 - NO EVIDENCE OF POTENTIAL WETLANDS WERE OBSERVED ON THE SUBJECT PROPERTY AT THE TIME THE SURVEY WAS CONDUCTED, NOR HAVE WE RECEIVED ANY DOCUMENTATION OF ANY WETLANDS BEING LOCATED ON THE SUBJECT PROPERTY.
 - ENCROACHMENTS: SUBJECT PROPERTY'S SIGN 2.3 FEET OVER SOUTHWEST PROPERTY LINE (A)
WATER LINE EASEMENT RUNS THROUGH BUILDING AREA (B)
EXISTING DRIVEWAY AREA ALONG SOUTHWEST PROPERTY LINE USED FOR ACCESS TO PROPERTY WITHOUT THE BENEFIT OF A RECORDED EASEMENT (C)

This survey has been prepared solely for the benefit of the parties set forth in this Surveyor's Certification and may not be quoted or relied upon by, nor may copies be delivered to, any other party or used for any other purpose including, without limitation, the preparation of zoning reports or any other third party reports, without The Matthews Company, Inc. and AZCA Engineering's prior written consent. The Matthews Company, Inc. and AZCA Engineering, Inc. expressly disclaims any duty or obligation towards any party that is not identified in this Surveyor's Certification.

Please be advised that The Matthews Company, Inc. and AZCA Engineering, Inc. will not include the providers of any third party reports in the Surveyor's Certification.

- LEGEND:**
- A.C. ASPHALT CONCRETE
 - OHE OVERHEAD ELECTRIC LINES
 - CONC. CONCRETE
 - HC HANDICAPPED PARKING
 - B.S.L. BUILDING SETBACK LINE
 - SIGN
 - EP ELECTRIC TRANSFORMER PAD
 - * LIGHT POLE
 - POWER POLE
 - TEL TELEPHONE BOX
 - S SEWER MANHOLE
 - SCD SEWER CLEANOUT
 - GUY WIRE
 - BOLLARD
 - W WATER METER
 - BACKFLOW PREVENTER
 - E ELECTRIC BOX
 - G GAS METER
 - F FIRE HYDRANT
 - W WATER VALVE
 - STREET LIGHT

LEGAL DESCRIPTION:

A PARCEL OF LAND IN THE WEST HALF OF SECTION 7, TOWNSHIP 21 NORTH, RANGE 8 EAST OF THE GLA AND SALT RIVER BASE AND MERIDIAN, COCONINO COUNTY, ARIZONA, DESCRIBED AS FOLLOWS:

COMMENCING AT THE WEST QUARTER CORNER OF SAID SECTION 7;

THENCE NORTH 00 DEGREES 36 MINUTES 00 SECONDS WEST, A DISTANCE OF 171.64 FEET TO A POINT;

THENCE SOUTH 89 DEGREES 39 MINUTES 00 SECONDS EAST, A DISTANCE OF 534.81 FEET TO THE TRUE POINT OF BEGINNING;

THENCE SOUTH 89 DEGREES 39 MINUTES 00 SECONDS EAST, A DISTANCE OF 148.49 FEET TO A POINT;

THENCE SOUTH 46 DEGREES 05 MINUTES 00 SECONDS EAST, A DISTANCE OF 183.27 FEET TO A POINT;

THENCE SOUTH 47 DEGREES 29 MINUTES 31 SECONDS WEST, A DISTANCE OF 106.65 FEET TO A POINT;

THENCE NORTH 46 DEGREES 05 MINUTES 00 SECONDS WEST, A DISTANCE OF 282.6 FEET TO THE TRUE POINT OF BEGINNING.

AS-SURVEYED LEGAL DESCRIPTION:

A PARCEL OF LAND IN THE WEST HALF OF SECTION 7, TOWNSHIP 21 NORTH, RANGE 8 EAST OF THE GLA AND SALT RIVER BASE AND MERIDIAN, COCONINO COUNTY, ARIZONA, DESCRIBED AS FOLLOWS:

COMMENCING AT THE WEST QUARTER CORNER OF SAID SECTION 7;

THENCE SOUTH 89 DEGREES 43 MINUTES 56 SECONDS EAST, A DISTANCE OF 535.04 FEET TO THE TRUE POINT OF BEGINNING;

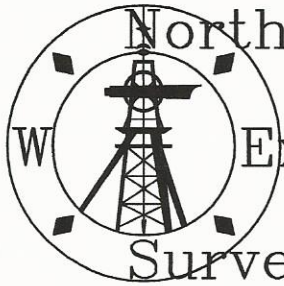
THENCE SOUTH 89 DEGREES 46 MINUTES 20 SECONDS EAST, A DISTANCE OF 149.92 FEET TO A POINT;

THENCE SOUTH 46 DEGREES 09 MINUTES 19 SECONDS EAST, A DISTANCE OF 183.06 FEET TO A POINT ON THE NORTHWESTERLY RIGHT OF WAY LINE OF KASPAR AVENUE;

THENCE ALONG SAID NORTHWESTERLY LINE OF KASPAR AVENUE, SOUTH 47 DEGREES 28 MINUTES 53 SECONDS WEST, A DISTANCE OF 105.90 FEET TO A POINT;

THENCE NORTH 46 DEGREES 03 MINUTES 23 SECONDS WEST, A DISTANCE OF 284.90 FEET TO THE TRUE POINT OF BEGINNING.

- EXCEPTIONS:**
- FROM EMPRE WEST TITLE AGENCY, TITLE COMMITMENT NO. 75189EW, DATED AUGUST 28, 2017.
- ① ② ③
ITEMS ARE NOT SURVEY RELATED.
- ④ AN EASEMENT FOR EXISTING ROADS AND PUBLIC HIGHWAYS AND INCIDENTAL PURPOSES, RECORDED IN BOOK 99 OF OFFICIAL RECORDS, PAGE 576.
EASEMENT AFFECTS AND IS BLANKET AND INDETERMINATE IN NATURE.
- ⑤ AN EASEMENT FOR ELECTRIC TRANSMISSION LINES, WATER TRANSMISSION LINES, GAS PIPELINE AND TELEPHONE AND TELEGRAPH LINES AND INCIDENTAL PURPOSES, RECORDED IN BOOK 99 OF OFFICIAL RECORDS, PAGE 576.
EASEMENT AFFECTS AND IS BLANKET AND INDETERMINATE IN NATURE.
- ⑥ AN EASEMENT FOR WATER LINE AND INCIDENTAL PURPOSES, RECORDED IN DOCKET 385.
EASEMENT IS SHOWN HEREON.
- ⑦ AN EASEMENT FOR UNDERGROUND COMMUNICATION FACILITIES AND INCIDENTAL PURPOSES, RECORDED IN DOCKET 382, PAGE 411.
EASEMENT IS NOT ON SUBJECT PROPERTY.
- ⑧ AN EASEMENT FOR COMMUNICATION AND OTHER FACILITIES AND INCIDENTAL PURPOSES, RECORDED IN EASEMENT IS SHOWN HEREON.
- ⑨ AN EASEMENT FOR NATURAL GAS PIPELINES AND INCIDENTAL PURPOSES, RECORDED IN DOCKET 934, PAGE 148.
EASEMENT IS NOT ON SUBJECT PROPERTY.
- ⑩ AN EASEMENT FOR ELECTRIC LINES AND APPURTENANT FACILITIES AND INCIDENTAL PURPOSES, RECORDED IN DOCKET 974, PAGE 207.
EASEMENT IS SHOWN HEREON.
- ⑪ THE EFFECT, IF ANY, OF THE CERTAIN RESULTS OF SURVEY RECORDED AS INSTRUMENT NO. 08-3501438 OF OFFICIAL RECORDS.
THE MAP WAS USED TO DETERMINE THE PROPERTY LINES SHOWN HEREON.



Northland

Exploration

Surveys, Inc.

Exhibit "A"

Legal Description:

A portion of that parcel described in Docket 817, Page 444, records of Coconino county, situated in the West half of Section 7, Township 21 North, Range 8 East, Gila and Salt River Meridian, City of Flagstaff, Coconino county, Arizona, more particularly described as follows;

The **NORTHEASTERLY AND NORTH 16 FEET** of the following described parcel;

COMMENCING at the West Quarter corner of said Section 7, thence along the West line of said Section 7, N 00°36'23" W (Basis of Bearings, this description), for a distance of 171.64 to a calculated point;

thence S 89°43'56" E, for a distance of 535.04 feet to a calculated point, said point being **THE TRUE POINT OF BEGINNING**;

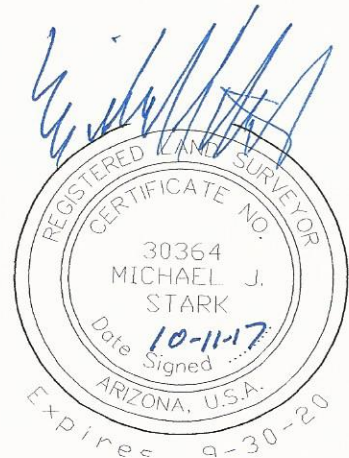
thence S 89°46'20" E, for a distance of 149.92 feet to a calculated point;

thence S 45°09'19" E, for a distance of 183.06 feet to a calculated point, said point being on the Northwestern Right-of-Way line of North Kaspar Drive;

thence along said Northwestern Right-of-Way line of North Kaspar Drive, S 45°09'19" W, for a distance of 105.90 feet to a calculated point;

thence N 45°03'23" W, for a distance of 284.00 feet to **THE TRUE POINT OF BEGINNING**;

said Northeasterly and North 16 feet contains 5,087 square feet of land, more or less and said parcel contains 24,709 square feet of land more or less, including any easements of record over the above described parcel, as depicted on **Exhibit "A-1"** which is made a part of this document by this reference hereon.



YBLM Brass Cap
NW Cor. 7-21-8

T.P.O.B.

S 89°43'56" E / 535.04'

S 89°46'20" E 149.92

16.00'

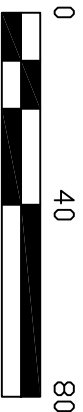
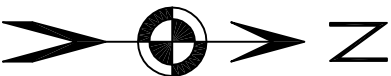
6.00

Subject Parcel
APN 113-23-004J
Por. of Dkt. 817, Pg. 444
24,709 Sq. Ft.



S 45° 09' 19" E 183.0

90.9

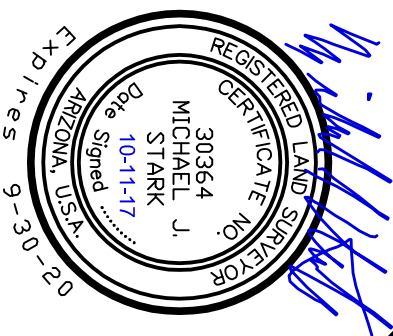
 Basis of Bearings: N 00°36'23" W 2,655.18'
N 00°36'23" W 171.64'



LEGEND:

-  - Found Sectional Corner as noted.
 - Computed Point, nothing found or set.

COF Alum. Cap
W ¼ Cor. 7-21-8



Descriptive Title: _____

City File No. _____

528 W. Aspen Avenue, Flagstaff, Arizona 86001 (928) 774-5058

JOB No.

DRWN.

DATE

SCALE

NORTHLAND EXPLORATION SURVEYS, INC.

North Kaspar Drive

When recorded, mail to
City Clerk
211 West Aspen Avenue
Flagstaff, Arizona 86001

**Public Waterlines and Appurtenances
(Waterline Easement)**

For valuable consideration, the sufficiency and receipt of which is hereby acknowledged, FLAGSHIP REALTY, LLC, an Arizona limited liability company ("Grantor"), hereby grants and conveys unto the CITY OF FLAGSTAFF, a municipal corporation organized and existing under and by virtue of the laws of the State of Arizona ("Grantee"), an exclusive easement for waterline purposes, under, over and across the real property of Grantor, located at 3735 N. Kaspar Drive in Flagstaff, Arizona, situated in Coconino County, Assessor Parcel Number 113-23-004J, and as legally described and depicted in the attached **Exhibit A** ("Public Water Easement"), Subject to the following terms and conditions:

1. Grantee shall have the right to locate, operate, repair, replace, alter and maintain ("Work") under ground waterlines and related facilities within the Public Waterline Easement.
2. Grantee shall have the rights of ingress and egress across adjacent property owned or controlled by Grantor where reasonably required to gain access to the real property subject to this easement.
3. This Public Waterline Easement is granted on an exclusive basis to Grantee. Grantee shall have the right to use the easement for waterline services provided and approved by Grantee.
4. Grantee may remove, alter or maintain vegetation, improvements, or obstructions within the limits of the real property subject to this easement that conflict with the public utility uses.
5. Grantee shall restore the real property to its prior condition upon completion of any work by Grantee, its employees, contractors, or licensees; following such restoration Grantor shall remain responsible for any ongoing maintenance of the surface of the real property subject to this easement.
6. To the extent permitted by Arizona law, Grantee hereby covenants to indemnify and save Grantor harmless from any liabilities for injuries or damages to persons or property arising out of use of this Waterline Easement by Grantee, its employees, contractors, or licensees.
7. Grantor shall have the right to use and enjoy the real property subject to this Waterline Easement provided such use and enjoyment does not interfere with Grantee's ability to utilize the Waterline Easement granted herein. Grantor may not construct or permit erection or other structure or

improvement that in Grantee's sole opinion would interfere with the operation of utilities within the Waterline Easement granted herein, unless Grantee gives written consent.

IN WITNESS WHEREOF, Grantor has caused this Waterline Easement to be executed this 30 day of November, 2017.

Grantor:

By: Paul E. Louture

Title: Managing Member

Colorado
STATE OF ARIZONA) 03

Jefferson
County of Cocconino) 03

On this 30 day of November, 2017, before me, a Notary Public, personally appeared Paul Louture, whose identity was proven to me on the basis of satisfactory evidence to be the person who he or she claims to be, and who acknowledged that he or she signed this Waterline Easement.

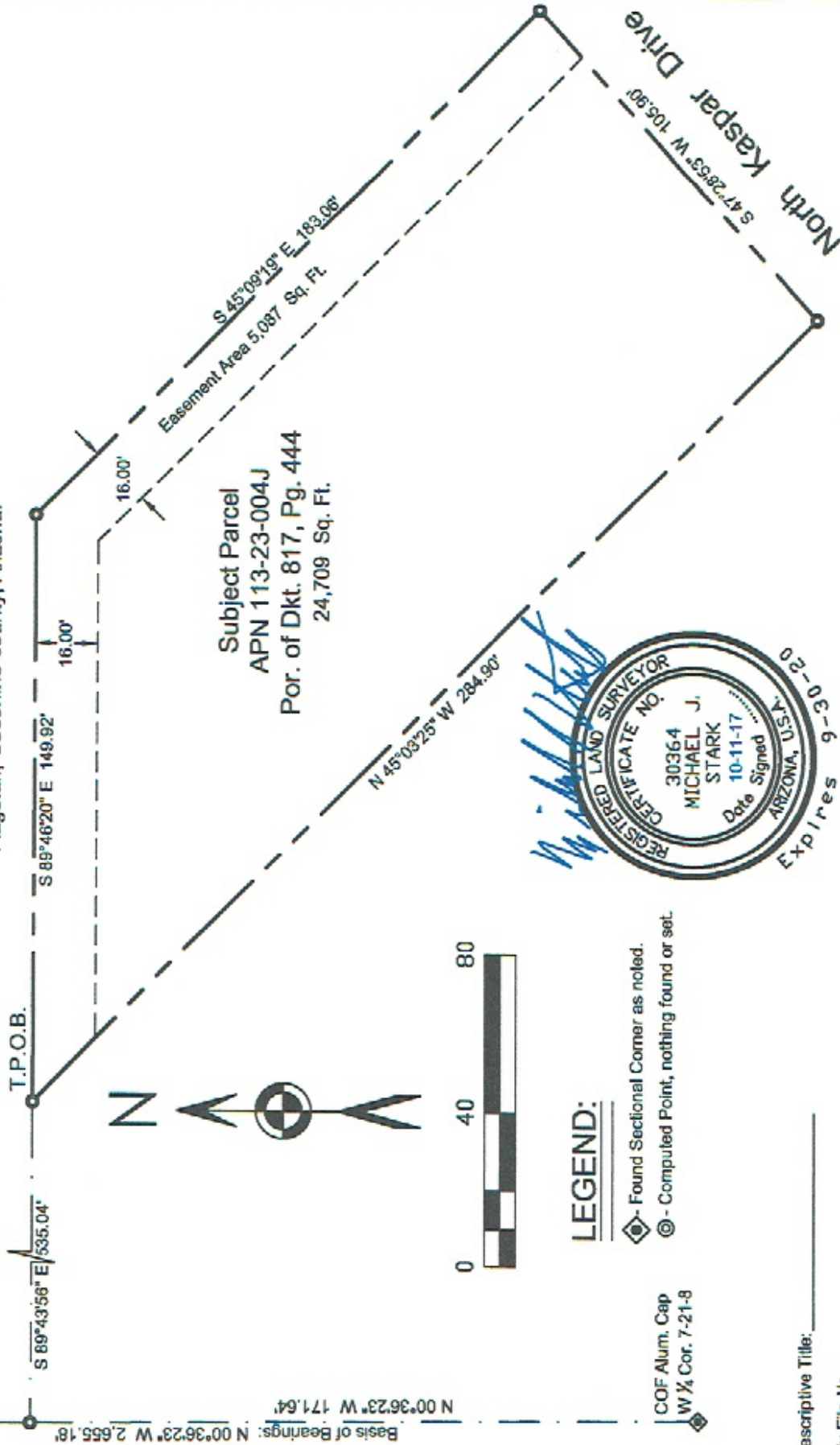
(Seal)

KELSI BUHR
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20174003853
MY COMMISSION EXPIRES 01/25/21

Kelsi Buhr
Notary Public

Exhibit "A-1"

A portion of that parcel recorded in Docket 817, Page 444, records of Coconino county, situated in the West half of Section 7, Township 21 North, Range 8 East, Gila and Salt River Meridian, City of Flagstaff, Coconino county, Arizona.



Descriptive Title: _____

City File No. _____

528 W. Aspen Avenue, Flagstaff, Arizona 86001 (928) 774-5058

NORTHLAND EXPLORATION SURVEYS, INC.

JOB No.	DRWN.	DATE	SCALE
17-087	M.J.S.	10-11-17	1"=40.0'



Northland

Exploration

Surveys, Inc.

Exhibit "A"

Legal Description:

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COMMENCING at the West Quarter corner of said Section 7, thence along the West line of said Section 7, N 00°36'23" W (Basis of Bearings, this description), for a distance of 171.64 to a calculated point;

thence S 89°43'56" E, for a distance of 535.04 feet to a calculated point, said point being **THE TRUE POINT OF BEGINNING**;

thence S 89°46'20" E, for a distance of 149.92 feet to a calculated point;

thence S 45°09'19" E, for a distance of 183.06 feet to a calculated point, said point being on the Northwestern Right-of-Way line of North Kaspar Drive;

thence along said Northwestern Right-of-Way line of North Kaspar Drive, S 45°09'19" W, for a distance of 105.90 feet to a calculated point;

thence N 45°03'23" W, for a distance of 284.00 feet to **THE TRUE POINT OF BEGINNING**;

said Northeasterly and North 16 feet contains 5,087 square feet of land, more or less and said parcel contains 24,709 square feet of land more or less, including any easements of record over the above described parcel, as depicted on **Exhibit "A-1"** which is made a part of this document by this reference hereon.



ORDINANCE NO. 2018-03

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, ARIZONA, TO ABANDON A WATER LINE EASEMENT RECORDED IN THE RECORDS OF COCONINO COUNTY, ARIZONA, DOCKET 172, PAGES 385-386 WHICH CROSSES UNDER AND OVER A PROPERTY LOCATED AT 3735 N. KASPAR DRIVE, AND TO RECORD A NEW WATERLINE EASEMENT AT THE PROPERTY, AND ESTABLISHING AN EFFECTIVE DATE

RECITALS:

WHEREAS, a perpetual easement for a water line was granted to the City of Flagstaff, Arizona, a municipal corporation in Docket 172, Page 385-386, Records of Coconino County Arizona; and

WHEREAS, pursuant to A.R.S. § 9-402(E) the City may convey an easement to the appropriate property owner without receiving payment for an easement that the City no longer needs; and

WHEREAS, the legal description of the easement recorded Docket 172, Page 385-386 is incorrect and does not follow the actual waterline; and

WHEREAS, a survey of the actual waterline has been performed and a new legal description has been created to identify the correct location of the waterline, and

WHEREAS, the City has obtained a new easement from the current property owner with the correct legal description of the waterline as identified in Exhibit A, and will record such waterline easement in place of the abandonment.

ENACTMENTS:

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLAGSTAFF AS FOLLOWS:

SECTION 1: In General.

The City hereby abandons the water line easement as legally described in Docket 172, Page 385-386 subject to and upon condition that existing waterline improvements, if any, underlying or otherwise located on the property shall be abandoned in place. The City Clerk or her designee will cause a record of this abandonment to be recorded in the records of Coconino County, Arizona.

The City Clerk or her designee will cause a new Public Waterlines and Appurtenances (Waterline Easement) to be recorded in the records of Coconino County, Arizona to reflect the correct location of the waterline improvements.

SECTION 2: Effective Date.

This ordinance 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 2nd day of January, 2018.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

Attachments:

Water line Easement, Docket 172 Page 385-386

Public Waterlines and Appurtenances (Waterline Easement) with attached Exhibit A, A-1

7. D.

CITY OF FLAGSTAFF STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Charity Lee, Real Estate Manager
Co-Submitter: Stacey Brechler-Knaggs
Date: 12/28/2017
Meeting Date: 01/02/2018



TITLE:

Consideration and Approval of Amendment Two, Lease Agreement: Between the City of Flagstaff and Theatrikos, Inc. (*Lease of City building for theater*)

STAFF RECOMMENDED ACTION:

Approve Amendment Two to the Lease Agreement between City of Flagstaff and Theatrikos, Inc.

Executive Summary:

Amendment Two will replace Amendment One with the following changes.

Section 3

3. Term and Option to Renew.

Lease extended to October 30, 2026 with the option to extend for an additional 5 years at the end of the lease term. The current lease expires October 21, 2021 with the option for the City to extend for an additional 10 years.

3.1 Cancellation for Convenience. Each party reserves the right to terminate this Lease upon at least 18 months' written notice. (This was increased from 30 days to give Theatrikos ample time and notification in the event of termination to find a replacement building).

3.2 Termination due to Repair Costs. (This is an addition to the lease and is referenced in Section 8.4.)

Section 4:

4. Rent. (Rental increase due to annual adjustment.)

Monthly rent of \$1,065.54 from July 1, 2017 until October 2017. Rent of \$1,140.11 from November 1st, 2017 through the remainder of the Lease term, along with adjustment as provided for herein.

4.2 Annual Adjustment. Changed annual adjustment of 7% to 2% on November 1st of each year. (This change is to be consistent with other City leases.)

4.3 Repair Adjustments. Lessee to continue paying \$217.49 per month until October 30, 2021 for prior roof repairs totaling \$28,491.00. In the event of early termination Lessee to pay the balance still owing within 30 days.

4.4 Reporting. Lessee shall submit a detailed annual report and profit and loss statement to the Lessor by April 15th annually. (Added a date for reporting.)

Section 6

6. Acceptance of Premises. Lessee accepts premises in existing condition. (No change.) Lessor may but is not obligated to make any repairs or to maintain the building or improvements. (This is a

clarification of existing practice.) Lessor shall not be held responsible for damages to Lessee's property.

Section 8.

8. Repairs, Maintenance and Alterations.

- Lessee, at its cost and expense, shall keep and maintain the exterior and interior of the Premises, the building and improvements. (No change.)
- Lessee shall obtain written consent of Lessor prior to making any alterations or improvements to the facility. (No change.)
- Lessee shall obtain all necessary permits and retain licensed contractors to perform work and all approved alterations shall be in compliance with all applicable laws. (This is clarification.)
- All alterations, additions or improvements shall become the property of Lessor and shall remain with the Premises. (No change.)
- Lessee shall indemnify and hold Lessor harmless and keep property free of mechanic's or any other liens. (No change.)

8.1 Any damage caused by Lessee shall be repaired by Lessee. Lessor may repair any damages but shall be reimbursed by Lessee. (This is clarification.)

8.2 Lessor will maintain the landscaping and provide snow removal of the parking lots. (Conforms with City practice.)

- Lessee responsible for snow removal on sidewalks. (Conforms with sidewalk ordinance.)

8.3 If Lessor elects to make repairs, Lessor's repairs shall not be construed to create an obligation to continue to make repairs. Lessor will not make repairs covered by insurance. (This is clarification.)

8.4 Lessee shall notify Lessor of any building safety concerns. Lessor may pay for repair costs for building and safety issues that exceed \$5,000, or may elect to terminate this Agreement if the facility is deemed unsafe for habitation and repair costs are deemed by a party to be cost prohibitive; in this event either party may elect to terminate the Lease and Lessee shall have 30 days to vacate the Premises. (New.)

Section 10.

10. Parking. Lessor reserves the right to exclusive use and management of the parking area on the Premises, Lessee not entitled to any reduction in rent or compensation in the event Lessor modifies the parking arrangements. (No change.)

10.1 Upper parking lot. Parking meters will be installed in the upper parking lot and available for public parking on a pay-to-park basis during certain hours as posted. (New.)

10.2 Lower parking lot. Signs are being installed in the lower parking lot. Vehicles parking in the lower lot must have an "F" permit during hours posted. Lessee shall receive six (6) F permits for the lower parking lot for the exclusive use of Lessee, its employees, customers and invitees. (New.)

City Manager shall have authority on behalf of City to approve any additional amendments to the Lease, Section 10, as needed for management of the parking areas. (New.)

Financial Impact:

Maintenance and Repairs: The Lessee is responsible for repairs of the facility. However, if the City is notified of building safety concerns, City may be asked to correct repairs in excess of \$5,000. City may pay for all or a portion of the repair costs, or may elect to terminate this Agreement if the facility is deemed unsafe for habitation and repair costs are deemed by a party to be cost prohibitive. City has a catastrophic fund for unforeseen maintenance, and or repairs that deemed necessary for City leased facilities.

Landscaping and snow removal are costs to the City.

Revenue:

Annual lease revenue for FY 2018, \$15,992.90

Annual lease revenue for FY 2019, \$16,473.67

Policy Impact:

None

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

ECONOMIC DEVELOPMENT

Grow and strengthen a more equitable and resilient economy.

Has There Been Previous Council Decision on This:

No

Options and Alternatives:

1. Approve Amendment Two as drafted
2. Suggest changes to Amendment Two
3. Do not approve Amendment Two

Background/History:

11 West Cherry Avenue was constructed in 1923 and was the original Babbitt homestead. Over the years this property was the home to the Flagstaff Elks lodge, The Workers Union Meeting Locale and the Flagstaff Public Library.

In 1972, a group of Flagstaff citizens met in the basement of the Weatherford Hotel to form a non-profit community theater now known as the Theatrikos Theatre Co. For sixteen years Theatrikos performed at various locations around the city until they entered into a lease for the use of the City building located at 11 West Cherry Avenue. Theatrikos has operated that space as a community arts hub, drawing thousands of patrons downtown each year since 1988. Today the building is known as the Doris Harper-White Community Playhouse. In 2006 a new Lease between the City and Theatrikos was approved by council, and in 2010 Amendment One to the lease was approved by council.

Key Considerations:

This Amendment Two addresses

1. Rental increase
2. Annual rental adjustment change from 7% to 2%
3. Repairs and maintenance responsibilities
4. Reporting
5. Parking

The proposed changes to the Lease provide benefits to the City and Theatrikos and further clarify responsibilities under the lease.

Community Benefits and Considerations:

Theatrikos Theatre Co. is an award-winning community theater organization, serving the Northern Arizona region since 1972, offering high-quality live theatrical productions and developmental opportunities, utilizing a diverse base of writing and production talent that reflects the community at large. The programs are inclusive, family-oriented, and responsive to the community's needs and interests. Each year, these programs include:

Attachments: Lease Amendment Two
 2006 Lease Agreement
 Lease Amendment One
 Exh P

Amendment Two
Lease Agreement
between
City of Flagstaff and Theatrikos, Inc.

This Amendment Two ("Amendment ") is made this ____ day of _____ 2017 and is incorporated into and made a part of the Lease Agreement between the City of Flagstaff ("Lessor") and Theatrikos, Inc. ("Lessee"), dated October 17, 2006, as amended by Amendment One dated June 22, 2011 ("the Lease").

In consideration for mutual promises contained herein, the Parties hereby agree as follows:

Amendment One is hereby replaced and is no longer in effect.

Section 3 of the Lease is hereby amended to read as follows:

3. **Term and Option to Renew.** Subject to 3.1, the term of this Lease shall begin on the first day of November, 2006, and shall continue until October 30, 2026. Subject to Lessor's agreement, Lessee may extend this Lease, should it not be in default, for a maximum of one (1) additional five (5) year period by giving the Lessor written notice ninety (90) days prior to the date of commencement of the extension periods. Lessor reserves the right not to renew the Lease, or to require new terms and conditions in the Lease, including but not limited to rent increases.

3.1 Cancellation for Convenience. Each party reserves the right to terminate this Lease upon at least 18 months' written notice (preferably in October) to the other party for convenience. Upon notice, Lessee must surrender the Premises within 18 months, and Lessee agrees to hold Lessor harmless and free from all liability or damages arising from early termination of this Lease.

3.2 Termination due to Repair Costs. Early termination may be made pursuant to Section 8.4, and each party agrees to hold the other party harmless and free from all liability or damages arising from early termination of this Lease.

Section 4 of the Lease is hereby amended to read as follows:

4. **Rent.** Lessee shall pay the following to Lessor during the Lease term.

4.1 Rent. Rent obligations from November 1, 2006 through July 1, 2017 were completed. Lessor shall pay monthly rent of \$1,065.54 commencing July 1, 2017 and continuing through October 2017, and such payments are completed. Lessor shall pay monthly rent of \$1,140.11 commencing November 1, 2017 and continuing through the remainder of the Lease term, along with adjustments as provided for herein. Payments shall be payable to the City of Flagstaff, and delivered to the attention of Finance Department, 211 W. Aspen Avenue, Flagstaff, Arizona 86001 and is due in advance. Rent is not subject to abatement, deduction or offset.

4.2 Annual Adjustment. The monthly rent shall be increased by two percent (2%) on November 1 of each year. City waives any rights to prior rent adjustments not invoiced and paid through July 1, 2017.

4.3 Repair Adjustments. In consideration for past roof repairs paid by Lessor totaling \$28,491.00, Lessee shall pay an additional \$217.49 per month to Lessor commencing December 1, 2010 through October 30, 2021. In the event Lessee terminates this Lease for convenience prior to October 30, 2021, Lessee shall pay the balance still owing to Lessor within 30 days from the termination date.

4.4 Reporting. Lessee shall submit a detailed annual report and profit and loss statement to the Lessor. The report shall, at a minimum, show the dates, activities, and attendance with regard to all operations conducted at the Premises, along with a summary of profit and loss for the year. This report shall be submitted to the Lessor by April 15 annually.

4.5 Late Payments. All amounts not paid by the Lessee when due shall be subject to a penalty charge of ten percent (10%) of the amount due, plus interest at the rate of one percent (per month or fraction of a month from the time due until paid. Lessee shall pay Lessor any cost incurred by Lessor affecting the collection of such past due rent or other sum.

Section 6 of the Lease is hereby amended to read as follows:

6. **Acceptance of Premises.** Lessee agrees to accept the Premises in their condition existing upon the commencement of the lease term. Thereafter, Lessor shall not be obligated to, but may make any repairs or to maintain the building or improvements on the Premises. Lessor shall not be held responsible in any way for damage that may be caused to Lessee's property on the Premises by reason of fire, theft, vandalism, wind, flood, rain, earthquake, or any other cause, it being the responsibility of Lessee to provide its own protection against such loss.

Section 8 of the Lease is hereby amended to read as follows:

8. **Repairs, Maintenance and Alterations.** During the term of this Lease, Lessee, at its cost and expense, shall keep and maintain the exterior and interior of the Premises, the building and improvements thereon, in good order, condition and repair, and in compliance with all laws, ordinances, rules, regulations or orders of any governmental authority. Lessee waives all rights to make repairs at the expense of Lessor. Lessee shall have no right at any time to make alterations and improvements to the Premises without first obtaining the prior written consent of the Lessor. In the event Lessor consents, all such alterations shall be at the sole cost and expense of Lessee. Lessee shall obtain all necessary permits and retain licensed contractors to perform the work. Furthermore, all approved alterations shall be constructed in a good and workmanlike manner and shall be in compliance with all applicable laws. Except as otherwise provided in Section 14, all alterations, additions to or improvements, including any wall-to-wall carpeting, shall immediately become the property of Lessor, shall remain upon and be surrendered with the Premises as a part thereof, or at the option of the Lessor, be removed by and at the expense of the Lessee at the end of the lease term. Lessee shall pay when due all proper charges for labor and materials used by or furnished to the Lessee in connection with the alteration, improvement or repair of the Premises. Lessee shall indemnify and hold harmless the Lessor and keep the Premises free from any mechanic's or other lien of any kind created by or due to Lessee's act or omission and as a condition to consenting to alterations, Lessor may require a bond to secure payment of any such alterations.

8.1 Any damage caused or permitted by Lessee, or by Lessee's employees, agents, or invitees, to the Premises or the building of which the Premises are a part shall be repaired by Lessee or, at Lessor's election, Lessor may repair such damage at the expense of Lessee and Lessee shall reimburse Lessor for such expense upon Lessor's demand, including glass, windows and doors.

8.2 Lessor at its expense will maintain the landscaping. Lessor at its expense will provide snow removal of the parking lots at the Premises, but is unable to guarantee that snow removal of the parking lots will occur at specific times. Lessee is responsible for snow removal from all sidewalks.

8.3 In the event Lessor elects to make repairs, Lessor's repairs shall not be construed to create an obligation to continue to make repairs. Lessor will not make a repair that is covered by Lessee's insurance, and will not repair damage that is caused or permitted by Lessee, or by Lessee's employees, agents, or invitees.

8.4 Lessee shall promptly notify Lessor of any building safety concerns, and take any precautions appropriate under the circumstances including but not limited to, making immediate repairs. If the repair cost for a building safety issue exceeds \$5,000, Lessor may pay for all or a portion of the repair costs, or may elect to terminate this Agreement if the facility is deemed unsafe for habitation and repair costs are deemed by a party to be cost prohibitive; in this event either party may elect to terminate the Lease and Lessee shall have 30 days to vacate the Premises.

Section 10 of the Lease is hereby amended to read as follows:

10. **Parking.** Lessor reserves the right to exclusive use and management of the parking areas on the Premises, and Lessee is not entitled to any reduction in rent or compensation in the event Lessor modifies parking arrangements. The parking areas include an upper parking lot and lower parking lot, as shown in Exhibit P attached hereto and incorporated by reference. The City Manager of Lessor may designate ParkFlag or other entity to manage the parking areas ("Designee"). Lessee shall comply with any rules and regulations adopted by Lessor or its Designee with respect to the parking areas.

10.1 Upper parking lot. Parking meters are being installed in the upper parking lot. The upper parking lot will be available for public parking on a pay-to-park basis during certain hours as posted. Lessee may use the upper parking lot in the same manner as any other member of the public.

10.2 Lower parking lot. Signs are being installed in the lower parking lot and any vehicle parking in the lot must have an "F permit" issued by Lessor or its Designee during certain hours as posted. Lessee shall receive six (6) F permits for the lower parking lot for the exclusive use of Lessee, its employees, customers and invitees.

The City Manager shall have authority on behalf of City to approve any additional amendments to this Lease, Section 10, as needed for management of the parking areas.


All other terms of the Lease remain intact.

IN WITNESS WHEREOF, the parties have caused this Amendment to be executed.

City of Flagstaff

Theatrikos, Inc.

Mayor Coral Evans



Title: PRESIDENT BOB THEATRUKOS

Attest:

City Clerk

City Attorney

Attachment: Exhibit P

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LEASE AGREEMENT

THIS LEASE AGREEMENT (the "Lease") made and entered into as of this 17 day, of October, 2006 by and between the City of Flagstaff, a municipal corporation organized and existing under the laws of the State of Arizona, with offices at 211 West Aspen Avenue, Flagstaff, Arizona ("Lessor"), and Theatrikos Inc. an Arizona corporation ("Lessee").

RECITALS

- A. Lessor is the owner of certain real property located at 11 West Cherry Avenue in Flagstaff, Arizona (the "Premises"). The Premises consist of the existing building, paved parking lot, and other improvements located on lots 13 through 18 of Block 34, Flagstaff Townsite, Railroad Addition, Coconino County, Arizona.
- B. Lessee is desirous of leasing the Premises from Lessor, and Lessor has accepted the bid of Lessee pursuant to a Request for Proposals that has been properly conducted pursuant to City requirements.

AGREEMENT

1. **Leased Premises.** In consideration of the rents, covenants, and conditions hereinafter reserved, Lessor does hereby lease to Lessee and Lessee hereby takes and lets from Lessor the Premises.
2. **Use.** Lessee shall use the Premises for the fine and performing arts and shall make the Premises available to other art organizations. Lessee may charge a reasonable fee to other art organizations for the use of the Premises. Lessee shall not use or permit the Premises, or any part thereof, to be used for any purpose other than the purposes for which the Premises are leased; and no use shall be made or permitted to be made of the Premises which will increase the existing rate of insurance upon the building located on the Premises, or cause a cancellation of any insurance policy covering the building on the Premises. If Lessee uses the Premises for purposes other than those purposes specified in this lease (by which Lessor's written approval is required) and these uses increase Lessor's insurance premium, this additional premium cost will be paid for by the Lessee upon demand.
3. **Term and Option to Renew.** Subject to Subsection 3.1, the term of this Lease shall begin on the 1st day of November, 06 and shall continue for five (5) years from that date. Subject to Lessor's agreement, Lessee may extend this Lease, should it not be in default, for a maximum of two additional five (5) year periods by giving the Lessor written notice ninety (90) days prior to the date of commencement of the extension periods. Lessor reserves the right not

to renew the Lease, or to require new terms and conditions in the Lease, including but not limited to rental increases.

- 3.1 **Cancellation.** Lessor reserves the right to terminate this Lease at any time without cause or reason by giving Lessee notice to vacate the Premises. Upon notice, Lessee must surrender the Premises within 30 days. Lessee agrees to hold Lessor harmless and free from all liability or damages arising from early termination of this Lease.

4. **Rent.** Lessee shall pay the following to Lessor as rental for the Premises during the lease term.

- 4.1 **Minimum Rental.** The minimum annual rent shall be Six Thousand Five Hundred Dollars (\$6,500.00) payable in two (2) semi-annual installments in advance and without abatement, deduction or offset commencing on NOVEMBER 1, 2006 and continuing thereafter during the term of the lease.
- 4.2 **Rental Rate Adjustment.** The minimum annual rent shall be increased by seven percent (7%) each year of the term of the lease. When the rental term is for a part of a month, the rent shall be prorated. Rental shall be paid to Lessor at the City of Flagstaff, Finance Department, 211 West Aspen, Flagstaff, Arizona, 86001 or at such other place as Lessor may hereafter designate by notice to Lessee.
- 4.3 **Reporting:** Lessee shall be required to submit a detailed semi-annual report to the Lessor. The report shall, at a minimum, show the dates, activities, and attendance with regard to all operations conducted at the Premises. This report shall be submitted to the Lessor by the fifteenth day of the month following each semi-annual installment.
- 4.4 **Late Payments:** All amounts not paid by the Lessee when due shall be subject to a penalty charge of ten percent (10%) of the amount due, plus interest at the rate of one percent (per month or fraction of a month from the time due until paid. If the rental amount due is delinquent past the 16th of the month, then the Lessor will be entitled to a liquidated damage fee (not a penalty) per month of ten (10) percent of the amount due. Lessee agrees to pay Lessor any cost incurred by Lessor affecting the collection of such past due rent or other sum.

5. **Compliance with Laws.** Lessee shall, at Lessee's expense, comply with all applicable federal, state and municipal laws, rules, ordinances, regulations and orders with respect to the condition, use or occupancy of the Premises. Lessee shall not use the Premises in any manner that will tend to create waste or cause a nuisance or which disturbs other occupants of adjacent Premises.

6. **Acceptance of Premises.** Lessee agrees to accept the Premises in their condition existing upon the commencement of the lease term. Thereafter, Lessor shall not be obligated to make any repairs or to maintain the building or improvements on the Premises. Lessor shall not

be held responsible in any way for damage that may be caused to Lessee's property on the Premises by reason of fire, theft, vandalism, wind, flood, rain, earthquake, or any other cause, it being the responsibility of Lessee to provide its own protection against such loss.

7. **Utilities.** Lessee shall be responsible for electric service, natural gas, water, sewer, refuse charges, cable television, telephone and any other utilities or services supplied to the Premises not listed as Lessor's obligation. Lessee shall not allow any lien against the Premises for non-payment or neglect in the use of utilities.

8. **Repairs, Maintenance and Alterations.** During the term of this Lease, Lessee, at its cost and expense, shall keep and maintain the exterior and the interior of the Premises, the building and improvements thereon, in good order, condition and repair, and in compliance with all laws, ordinances, rules, regulations or orders of any governmental authority. Lessee waives all rights to make repairs at the expense of Lessor. Lessee shall have no right at any time to make alterations and improvements to the Premises without first obtaining the prior written consent of the Lessor. In the event Lessor consents, all such alterations shall be at the sole cost and expense of Lessee. Furthermore, all approved alterations shall be constructed in a good and workmanlike manner and shall be in compliance with all applicable laws. Except as otherwise provided in Section 14, all alterations, additions to or improvements, including any wall-to-wall carpeting, shall immediately become the property of the Lessor, shall remain upon and be surrendered with the Premises as a part thereof, or at the option of the Lessor, be removed by and at the expense of the Lessee at the end of the lease term. Lessee shall pay when due all proper charges for labor and materials used by or furnished to the Lessee in connection with the alteration, improvement or repair of the Premises. Lessee shall indemnify and hold harmless the Lessor and keep the Premises free from any mechanic's or other lien of any kind created by or due to Lessee's act or omission and as a condition to consenting to alterations, Lessor may require a bond to secure payment of any such alterations.

8.1 Any damage caused or permitted by Lessee, or by Lessee's employees, agents, or invitees, to the Premises or the building of which the Premises are a part shall be repaired by Lessee or, at Lessor's election, Lessor may repair such damage at the expense of Lessee and Lessee shall reimburse Lessor for such expense upon Lessor's demand, including glass, windows and doors.

8.2 Lessor will maintain the landscaping at the Premises.

9. **Taxes and Assessments.** Lessor shall pay promptly before delinquency, all real estate property taxes and assessments against the Premises. Lessee shall pay, before delinquent, all personal property taxes, rental taxes, duties and other impositions of any kind, imposed or assessed upon the Premises, or any personal property thereon, during the term of this Lease.

10. **Parking.** The parking area located on the Premises shall be used only for the benefit of customers and employees of Lessee. Lessee shall comply with any rules and regulations adopted by Lessor with respect to the parking area, including, without limitation, restrictions upon employee parking. Lessor shall not have any liability, nor shall the Lessee be entitled to compensation or a reduction of rent for any such modifications. Except as otherwise provided,

Lessor reserves the right to have exclusive use of the complete parking areas from 6:00 A.M. until 5:00 P.M., Monday through Friday. Lessor reserves three (3) parking spaces for the exclusive use of Lessee during these hours. It shall be the responsibility of Lessee to sign and enforce parking rights for the three (3) dedicated spaces reserved for the Lessee.

11. **Quiet and Peaceful Possession.** Except as provided in Subsection 3.1, upon paying the rentals in this Lease and upon performing all of the obligations to be performed by Lessee hereunder, Lessee shall and may peaceably and quietly, have hold and enjoy the Premises and the whole thereof, for the full term of this Lease.

12. **Insurance.**

12.1 During the term of this Lease, Lessor, at its sole cost and expense, shall keep the buildings and improvements now or hereafter erected upon the Property on which the Premises are located insured for replacement cost against such risks as are included in a "Special Form Perils" Property Insurance Policy. Lessee shall also be responsible to insure its own contents and business personal property including building betterments and improvements and any stored building materials. Lessee, at its sole cost and expense, shall procure and maintain the following liability insurance coverage during the term of the lease:

12.1.1 A commercial general liability insurance policy against claims for bodily injury including death or property damage, occurring in, on or about the premises, the elevators, the adjoining sidewalks and passageways, or resulting from the Lessee's use, occupancy or maintenance thereof. This policy shall name Lessor, the City of Flagstaff and any other entities designated by Lessor as additional insureds. Such insurance shall be primary with respect to Lessor and shall be in the amount of at least One Million Dollars (\$1,000,000.00) per occurrence combined single limit (or in such higher amounts as Lessor may designate from time to time). Any commercial general liability insurance carried by Lessor shall apply in excess of the primary coverage required herein to be carried by Lessee. The commercial general liability insurance policy maintained by Lessee shall be endorsed to indicate that such policy +Nil' cover Lessee's obligations under Section 15 to the coverage limit of such policy (but the same shall not be construed to limit the liability of Lessee under Section 15) and shall provide that the insurance carrier shall have the duty to defend and/or settle any legal proceeding filed against Lessor seeking damages on account of bodily injury or property damage liability even if any of the allegations of such legal proceedings are groundless, false or fraudulent.

12.1.2 Such other insurance and in such amounts as may from time to time be reasonably required by Lessor against other insurable hazards which at the time are customarily insured against in the case of Premises similarly situated in Coconino County, Arizona, with due consideration for the height and type of the building, its construction, use and occupancy.

12.1.3 Lessee shall provide liquor liability insurance in an amount of not less than One Million Dollars (\$1,000,000.00) per occurrence if the Lessee at any time during the duration of the lease serves or sells alcoholic beverages. This insurance coverage shall also name the Lessor, City of Flagstaff as an additional insured and shall be primary coverage regardless of any other collectable insurance.

12.2 Notice of Insurance. All insurance provided for in this Section 13 shall be placed under valid and enforceable policies issued by insurance companies qualified and licensed to do business in the State of Arizona and approved by Lessor. The policies of insurance shall be endorsed to and approved by Lessor. The policies of insurance shall be endorsed to indicate that Lessee's coverage shall not be invalid due to any act or omission on the part of Lessor. The insurance companies issuing such insurance shall agree to notify Lessor in writing of any cancellation, alteration or non-renewal of said insurance at least thirty (30) days, prior thereto. Lessee shall deliver to Lessor prior to Lessee's possession of the Premises, certificates evidencing the insurance coverage required herein and confirming that the premiums therefor have been paid in full. At any time during the lease, the Lessor may request copies of the above-required insurance policies and shall receive said copies within ten business days.

12.3 Waiver of Subrogation; Release. Notwithstanding any other provisions in this Lease, Lessee hereby waives any and all rights of recovery against the Lessor, its employees, Council, Mayor, Commissions, Boards, agents and representatives, for loss of, or damage to Lessee, its property or the property of others under its control to the extent that such loss or damage is insured against under any insurance policy in force at the time of such loss or damage. Lessee shall, upon obtaining the insurance policies required hereunder, give notice to the insurance carrier or carriers that the foregoing waiver of subrogation is contained in this Lease and shall obtain, at Lessee's expense, an appropriate waiver of subrogation endorsement from the insurer and deliver said waiver to Lessor. If the Premises, or Lessee's personal property are damaged or destroyed by fire or any other cause against which Lessee is required to maintain insurance pursuant to this Lease, Lessor shall not be liable to Lessee for any such damage or destruction.

13. **Removal of Trade Fixtures.** If Lessee makes alterations to the Premises, such alterations shall at the request of Lessor be removed by and at the expense of Lessee upon the termination or expiration of this Lease, and Lessee shall report and pay the cost of repairing and restoring any damage to the Premises caused by such removal. If Lessee is not then in default, it shall have the right at any time during this Lease or upon the expiration of the term hereof to remove any fixtures, personal property and equipment of Lessee from the Premises, whether or not such fixtures, personal property and equipment be attached to the Premises; provided, however, Lessee shall be liable to Lessor for any damage caused to the Premises by any such removal and shall pay for repairing and restoring the same to Lessor promptly upon demand.

14. **Indemnity.** Lessee shall indemnify, defend, protect and hold harmless Lessor for, from and against any and all claims, liabilities, obligations and causes of action arising from Lessee's use of the Premises, or from the conduct of Lessee's business or from any activity, work or things

done, permitted or suffered by Lessee in or about the Premises or elsewhere and shall further indemnify, demand, protect and hold harmless Lessor from and against any and all claims, liabilities, obligations and causes of action arising from any breach or default in the performance of any obligation on Lessee's part to be performed under the terms of this Lease, or arising from any acts or omissions of Lessee, or any of Lessee's agents, contractors or employees, and from and against all costs, attorney's fees, expenses and liabilities incurred in the defense of any such claim or any action or proceeding brought thereon; and in case any action or proceeding be brought against Lessor by reason of any such claim, Lessee, upon notice from Lessor, shall defend the same at Lessee's expense by counsel satisfactory to Lessor. Lessee, as a material part of the consideration to Lessor hereby assumes all risk of damage to property or injury to persons, in, upon or about the Premises arising from any cause and Lessee hereby waives all claims in respect thereof against Lessor. Lessee hereby agrees that Lessor shall not be liable for injury to Lessee's business or any loss of income therefrom or for damage to the goods, wares, merchandise or other property of Lessee, Lessee's employees, invitees, customers, or any other person in or about the Premises, nor shall Lessor be liable for injury to the person of Lessee, Lessee's employees, agents, or contractors whether such damage or injury is caused by or results from fire, steam, electricity, gas, water or rain, or from the breakage, leakage, obstruction or other defects of pipes, sprinklers, wires, appliances, plumbing, air conditioning or lighting fixtures, or from any other cause, whether the damage or injury results from conditions arising upon the Premises or upon other portions of the property of which the Premises are a part, or from other sources or places, and regardless of whether the cause of such damage or injury or the means of repairing the same is inaccessible to Lessee.

15. **Surrender of Premises.** Upon the expiration of the term of this Lease or its earlier termination, Lessee shall forthwith surrender and deliver the Premises in a clean condition and all improvements that are to remain thereon to Lessor in good condition and repair, ordinary wear and tear excepted.

16. **Waiver.** No waiver by Lessor of any provision of this Lease or of any default hereunder by Lessee shall be deemed a waiver of any other provision or default by Lessee of the same or any other provision and the acceptance of rent by Lessor shall not be a waiver of any default by Lessee, other than the failure to pay the particular rent accepted.

17. **Assigning and Subletting.** Lessee shall not assign or sublease the Premises or any interest therein without the prior written consent of Lessor. Any assignment or sublease shall not release Lessee of any liability hereunder, but Lessee shall be and shall continue to be liable to the end of the term of this Lease unless Lessor shall specifically consent to such a release in writing. In the event of any assignment or sublease, any assignee or sublessee shall assume and be bound by, and personally liable for all undischarged liabilities, obligations and promises of Lessee hereunder. Acceptance or taking possession of the Premises by any such assignee or sublessee shall be conclusive evidence of such assumption and liability, and such assignee or sublessee, if requested by Lessor, shall attorn to Lessor and evidence such attornment by appropriate written instrument delivered to Lessor.

18. **Damage or Destruction of Premises.** Should any improvements, appurtenances or buildings, whether now or hereafter situated on the Property on which the Premises are located

during the term of this Lease, be wholly or partially destroyed by fire or other casualty covered by the insurance carried pursuant to Section 13 hereof, Lessor shall, at its expense, repair, restore or reconstruct the improvements, appurtenances or buildings, using all diligence to do so within 180 days, unless prevented by forces beyond the control of the Lessor. Until the Premises are so restored, the monthly rent to be paid by Lessee shall be reduced in the proportion that the untenable part of the Premises bears to the whole of the Premises. All insurance proceeds shall be made available to Lessor for the repairs, restoration or reconstruction of the buildings on the Premises. In the event Lessor should fail to repair, restore, or reconstruct the building on the Premises within one hundred eighty days, subject to delays caused by forces beyond Lessor's control, Lessee shall have the right to terminate this Lease by delivering written notice of such termination to Lessor, and upon such termination, Lessee and Lessor shall be relieved of all further obligations and liabilities hereunder. Notwithstanding any provision hereof to the contrary, Lessor shall have no obligation to repair, restore or reconstruct the Premises and the rent to be paid by Lessee shall not be reduced if the damage or destruction is caused by any act or omission of Lessee, its employees, agents or customers, and this Lease shall continue in effect as though such damage or destruction had not occurred, except that Lessee shall be required to promptly restore and reconstruct in a manner satisfactory to Lessor. If the Premises or any portion thereof is damaged or destroyed by fire or other peril covered or required to be covered by the insurance which must be maintained pursuant to this Lease, then Lessee shall give prompt notice to insurer and to Lessor of any damage or destruction occurring on the Premises.

19. Eminent Domain. In the event all or any portion of the Premises shall be taken from Lessee under any eminent domain or similar proceedings including a sale under the threat of condemnation, this lease shall terminate as to the part so taken as of the date the condemning authority takes possession; and the entire award will belong solely to the Lessor, and Lessee will have no claim against the Lessor for the value of the unexpired term of this Lease, except Lessee will be entitled for that part of the award specifically allocated to the equipment, furniture and fixtures owned by the Lessee; provided, further, that no such claim shall diminish or otherwise adversely affect the Lessor's award. This Lease, unless more than 10 percent of the floor area of the Premises is taken, or more than 25 percent of the land area not occupied by a building is taken, shall remain in effect as to the remaining portion of the Premises, and the rental shall be reduced in the same proportion that the part of the rentable floor area of the Premises taken bears to the total rentable floor area of the Premises at the execution of this Lease. No reduction of rent shall occur if the only part of the Premises taken is land on which there is no building.

20. Termination of Legal Proceedings. If Lessee shall at any time during the term of this Lease be or become insolvent, or if a petition in bankruptcy shall be filed by or against Lessee, or if Lessee shall compound the Lessee's debts or sign over the Lessee's estate or effects for payment thereof, or if any sheriff, marshal, constable or other officer takes possession thereof by virtue of any execution or attachment, or if a receiver or trustee shall be appointed of the Lessee's property, or if this Lease, by operation of law, shall devolve upon or pass to any person or persons other than Lessee and in the event any of the happenings herein set forth occur and shall not be released, stayed, bonded, insured, satisfied or vacated within forty-five days after the occurrence of any of the events herein set forth, then and in each of said cases it shall and may be lawful for the Lessor at its election, to enter into and upon Premises or any part thereof, and to have, hold, possess and enjoy the same as of the Lessor's former estate, discharged from this

Lease, and this Lease shall there upon be terminated, anything herein contained to the contrary notwithstanding.

21. Attorneys' Fees. If Lessor shall commence any legal proceedings against Lessee for the recovery of rent or to recover possession or for relief because of any default by Lessee and shall prevail therein, Lessee shall in each and every such instance pay to Lessor all expenses thereof, including reasonable attorney's fees. If Lessee shall commence any legal proceedings against Lessor for relief because of any default by Lessor and shall prevail therein, Lessor shall in each and every instance; pay to Lessee all expenses thereof, including reasonable attorney's fees.

22. Default of Lessee. If at any time the rental or any money payments hereunder, or any part thereof, shall remain unpaid for a period of ten days after the same becomes due; or if the Lessee shall fail to fulfill, or perform any of the other agreements and provisions hereof obligatory upon Lessee and if said nonfulfillment or nonperformance shall continue for a period of thirty days after written notice from Lessor, Lessee shall be in default thereunder, and Lessor may at any time thereafter, without limiting Lessor in the exercise of any other legal right or remedy which Lessor may have by reason of such default or breach exercise the following remedies;

22.1 Lessor shall have the immediate right to terminate this Lease and re-enter the Premises and remove all persons and property from the Premises, without liability to any person or entity for damages sustained by reason of such removal. Such property may be removed and stored in a public warehouse or elsewhere at the cost of and for the account of Lessee. If Lessor elects to re-enter as herein provided, or take possession pursuant to legal proceedings or pursuant to any notice provided by law, Lessor may terminate this Lease, or it may from time to time, without termination of this Lease, relet the Premises or any part thereof for such term or terms (which may be for a term extending beyond the term of this Lease) and at such rental and upon such other terms and conditions as Lessor, in its sole discretion, may deem advisable, with the right to make alterations and repairs to the Premises; provided, however, that Lessor may lease other space in the Property prior to reletting or attempting to relet the Premises. If Lessor elects to terminate this Lease, Lessor shall immediately be entitled to recover from Lessee as damages the amount, if any, by which the aggregate of rental and other amount payable by Lessee for the balance of the term of this Lease, if it were not terminated shall exceed the then reasonable rental value of the Premises for such period, in addition to recovering all rental due but unpaid, if any. If Lessor elects to relet the Premises, upon such reletting, the rents received by Lessor shall be applied first to the payment of any indebtedness other than rent due hereunder from Lessee to Lessor; second, to the payment of any costs and expenses of such reletting and of such alterations and repairs; third, to the payment of rent due and unpaid hereunder; and the residue, if any, shall be held by Lessor and applied to payment of future rent as the same may become due and payable hereunder. If the rents received from such reletting during any month are less than that to be paid during that month by Lessee hereunder, Lessee shall immediately pay any such deficiency to Lessor. Such deficiency shall be calculated and paid monthly. No such re-entry or taking possession of the Premises by Lessor shall be construed as an election on its part to terminate this Lease unless a written notice of such intention is given to Lessee

or unless the termination thereof be decreed by a court of competent jurisdiction. Notwithstanding any such reletting without termination, Lessor may, at any time thereafter, elect to terminate this Lease for such previous breach.

22.2 Lessor shall have the right, but not the obligation, to render the performance required to cure such default or breach and to charge to Lessee all costs and expenses incurred in connection therewith, together with interest thereon from the date incurred at the rate provided below, and Lessee shall immediately pay the same upon presentment of a statement to Lessee indicating the amount thereof.

22.3 Lessor shall have the right to obtain the appointment of a receiver in any court of competent jurisdiction, and the receiver may take possession of any personal property belonging to Lessee and used in the conduct of the business of Lessee being carried on in the Premises. Lessee agrees that the entry or possession by said receiver of the Premises and said personal property shall not constitute an eviction of Lessee from the Premises or any portion thereof, and Lessee hereby agrees to hold Lessor safe and harmless from any claim by any person arising out of or in any way connected with the entry by said receiver in taking possession of the Premises and/or said personal property. Neither the application for the appointment of such receiver, nor the appointment of such receiver, shall be construed as an election on Lessor's part to terminate this Lease unless a written notice of such intention is given to Lessee.

22.4 No remedy herein conferred upon Lessor shall be considered exclusive of any other remedy, but the same shall be cumulative and shall be in addition to every other remedy given hereunder, or now or hereafter existing at law or in equity or by statute, including, but not limited to, the right to maintain an action to recover all amounts due hereunder. Lessor may exercise its rights and remedies at any time, in any order, to any extent, and as often as Lessor deems advisable.

22.5 In addition to other legal rights and remedies available to Lessor if Lessee should default in the performance of any provision hereof, Lessor, at its option, may make any payment or perform any provision for Lessee, and all costs and expenses so incurred by Lessor including without limitation, attorney's fees, together with interest at ten percent per annum, shall be payable by Lessee to Lessor upon demand.

23. Estoppel Certificate. Upon receipt of a written request therefor from Lessor, Lessee shall, from time to time, and within ten (10) days after receipt of such request, execute, acknowledge and deliver to Lessor a statement in writing (i) certifying that this Lease is unmodified and in full force and effect (or, if modified, stating the nature of such modification and certifying that this Lease, as so modified, is in full force and effect) and the dates to which the rental and other charges are paid in advance, if any, (ii) acknowledging that there are no uncured defaults on the part of Lessor, or specifying such defaults if any are claimed, and (iii) certifying or acknowledging any other matters that Lessor may reasonably request for certification or acknowledgement. Any such statements may be relied upon by Lessor and/or any prospective purchaser or encumbrancer of all or any portion of the Premises. Lessee's failure to deliver such statement within such time shall be conclusive against Lessee that (i) this Lease is in full force

and effect, without modification except as may be represented by Lessor, (ii) there are no uncured defaults in Lessor's performance, and (iii) not more than one month's rent has been paid in advance.

24. Subordination. This Agreement shall be subordinate to all present and future ground leases, mortgages, deeds of trust and any other encumbrances consented to by Lessor and also to any modifications or extensions thereof. Lessee agrees to execute any subordination agreements presented by Lessor upon presentation.

25. Entry of Premises of Lessor. Lessor and its agents at any and all reasonable times shall have the right to go upon the Premises for the purpose of ascertaining whether Lessee is complying with the terms of this Lease, or for any other necessary and proper purpose, including but not limited to showing the property to prospective buyers or Lessees.

26. Headings. The captions used as heading for the various paragraphs are for convenience only, and are not to be considered as a part of this Lease, or used in determining the intent or context thereof. The invalidity of any provision hereof shall not affect the validity of any other provision hereof.

27. Notices and Demands. Any notices or demands which shall be required or permitted by law or any of the provisions of this Lease shall be in writing, and if the same is to be served upon Lessor, may be personally delivered to Lessor, or may be deposited in the United States mail, registered or certified, postage prepaid, addressed to Lessor at the place where the last installment of rental was payable, or at such other address as Lessor may designate in writing. If such notices or demands are to be served upon Lessee, such notices or demands may be personally delivered to the Lessee or may be deposited in the United States mail, registered or certified, postage prepaid, addressed to Lessee at the Premises, or at such other address as the Lessee may designate in writing. If, at any time or from time to time, there shall be more than one Lessor, or more than one Lessee, service upon any one of them shall constitute service and shall be binding upon all of them.

28. Time of Essence. Time is of the essence of this agreement.

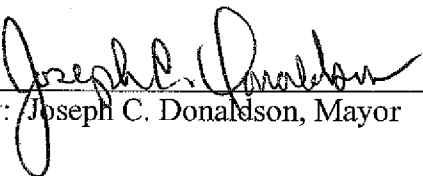
29. Binding upon Successors. The covenants and agreements of this Agreement shall extend to and be binding upon the heirs, executors, administrators, successors and assigns of the parties subject, however, to the provisions of the Agreement with respect to assignment and subleasing by Lessee.

30. Environmental Matters. The Environmental Provisions set forth in Addendum "A" are incorporated by reference into this Agreement.

31. Signs. Signs needed with respect to Lessee's business on the Premises may be permitted by Lessor upon the reasonable demonstration of need by Lessee. All signs installed by Lessee shall conform to the requirements of the City of Flagstaff Sign Code.

IN WITNESS WHEREOF, Lessor and Lessee have executed this Lease Agreement on the day and year first above written.

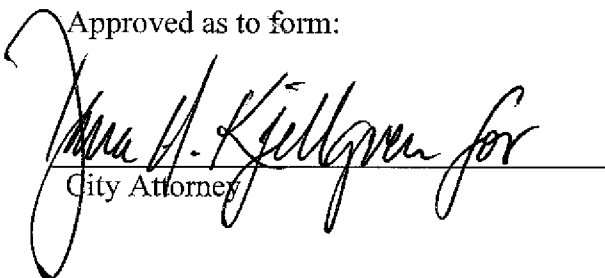
Lessor
City of Flagstaff


By: Joseph C. Donaldson, Mayor

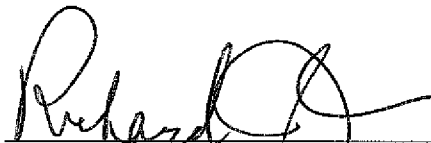
Attest:


City Clerk

Approved as to form:


City Attorney

Lessee


By: Richard Jesswein, President
Theatrikos Inc.

Attest:


Secretary of the Corporation

EXHIBIT A
COMPLIANCE WITH ENVIRONMENTAL LAWS

31.1 Compliance with Environmental Laws. Lessee shall, at Lessee's own expense, comply with all present and hereinafter enacted Environmental Laws, and any amendments thereto, affecting Lessee's operation on the Property.

31.1.1 Indemnification. Lessee shall not cause or permit any hazardous material to be used, generated, manufactured, produced, stored, brought upon, or released, on, under or about the Property, or transported to and from the Property, by Lessee, its agents, employees, contractors, invitees, or a third party that enters the Premises through Lessee's controlled access point(s) in violation of any Environmental Law. Lessee shall indemnify, defend and hold harmless the Lessor, its successors and assigns, its employees, agents and attorneys from and against any and all liability, loss, damage, expense, penalties and legal and investigation fees or costs, arising from or related to any claim or action for injury, liability, breach of warranty or representation, or damage to persons or property and any and all claims or actions brought by any person, entity or governmental body, alleging or arising in connection with contamination of, or adverse effects on, the environment or violation of any. Environmental Law or other statute, ordinance, rule, regulation, judgment, or order of any government or judicial entity which are incurred or assessed as a result (whether in part or in whole) of any activity or operation on or discharge from the Property during the term of this Agreement by Lessee or its owners or related entities. This obligation includes but is not limited to all costs and expenses related to cleaning up the Property, land, soil, underground or surface water as required under the law. Lessee's obligations and liabilities under this paragraph shall continue so long as the Lessor bears any liability or responsibility under the Environmental Laws for any action that occurred on the Property during the term of this Agreement. This indemnification of the Lessor by Lessee includes, without limitation, costs incurred in connection with any investigation of site conditions or any cleanup, remedial, removal or restoration work required by any federal, state or local governmental agency or political subdivision because of hazardous material located on the Property or present in the soil or ground water on, under or about the Property. The parties agree that the Lessor's right to enforce Lessee's promise to indemnify is not an adequate remedy at law for Lessee's violation of any provision of this Section; the Lessor shall also have the rights set forth in the following paragraph of this Section in addition to all other rights and remedies provided by law or otherwise provided in this Agreement.

31.1.2 Removal of Contamination. Without limiting the foregoing, if the presence of any hazardous material on, under or about the Property caused or permitted by Lessee subsequent to the date of this Agreement results in any contamination of the Property, Lessee shall promptly take all actions at its sole cost and expense as are necessary to return the Property to the condition existing prior to the introduction of any such hazardous material to the Property; provided that the Lessor's approval of such actions shall first be obtained, which approval shall not be unreasonably withheld so long as such actions would not potentially have any material adverse long-term effect on the Property.

31.1.3 Informational Submittals. Lessee shall, at Lessee's own cost and expense, make all submissions to, provide all information to, and comply with all requirements of the appropriate governmental authority (the "Government") under the Environmental Laws. Should the Government determine that a site characterization, site assessment and/or a cleanup plan be prepared or that a cleanup should be undertaken because any spills or discharges of hazardous materials at the Property which occur during the term of this Agreement, then Lessee shall, at Lessee's own cost and expense, prepare and submit the required plans and financial assurances, and carry out the approved plans. At no cost or expense to the Lessor, Lessee shall promptly provide all information requested by the Lessor to determine the applicability of the Environmental Laws to the Premises, or to respond to any governmental investigation or to respond to any claim of liability by third parties, which is related to environmental contamination.

31.1.4 Notification. Lessee shall immediately notify the Lessor of any of the following:

- a) Lessee's receipt of any correspondence or communication from any governmental entity regarding the application of Environmental Laws to the Property or Lessee's operation on the Property.
- b) Any change in Lessee's operation on the Property that will change or has the potential to change Lessee's or the Lessor's obligations or liabilities under the Environmental Laws.

31.1.5 Provisions Applicable to Sublease Tenants. Lessee shall insert the provisions of this Section in any lease agreement or contract by which it grants a right or privilege to any person, firm, corporation or entity under this Agreement.

31.1.6 Termination of Lease. Lessee's failure or the failure of its agents, employees, contractors, invitees or the failure of a third party that enters the Premises through Lessee's controlled access point(s) to comply with any of the requirements and obligations of this Article or applicable Environmental Law shall constitute a material default of this Agreement and shall permit the Lessor to pursue the remedies provided in Section 23 of this Lease.

Amendment One
Lease Agreement
between
City of Flagstaff and Theatrikos, Inc.

This Lease Amendment ("Amendment") is made this 22nd day of June, 2011 and is incorporated into and made a part of the Lease Agreement between the City of Flagstaff ("Lessor") and Theatrikos, Inc. ("Lessee"), dated October 17, 2006 (the "Lease"), by mutual agreement of the Parties as set forth below. The purpose of this Amendment is to extend the term of the Lease and to permit Lessee to spread the cost of repaying the City for certain repairs to the Premises for which Lessee is responsible over several years. New text is underlined and deleted text is stricken through.

3. **Term and Option to Renew.** Subject to Subsection 3.1, the term of this Lease shall begin on the first day of November, 2006, and shall continue until October 30, 2021. Subject to Lessor's agreement, Lessee may extend this Lease, should it not be in default, for a maximum of one (1) additional ten (10) year period by giving the Lessor written notice ninety (90) days prior to the date of commencement of the extension periods. Lessor reserves the right not to renew the Lease, or to require new terms and conditions in the Lease, including but not limited to rental increases.

3.1 **Cancellation.** Lessor reserves the right to terminate this Lease at any time without cause or reason by giving Lessee notice to vacate the Premises. Upon notice, Lessee must surrender the Premises within 30 days. Lessee agrees to hold Lessor harmless and free from all liability or damages arising from early termination of this Lease.

4. **Rent.** Lessee shall pay the following to Lessor as rental for the Premises during the lease term.

4.1 **Minimum Rental.** The minimum annual rent shall be Six Thousand Five Hundred Dollars (\$6,500.00) payable in two (2) semi-annual installments in advance and without abatement, deduction or offset commencing on November 1, 2006 and continuing thereafter during the term of the lease.

4.2 **Rental Rate Adjustment.** The minimum annual rent shall be increased by seven percent (7%) each year of the term of the lease. When the rental term is for a part of a month, the rent shall be prorated. Rental shall be paid to Lessor at the City of Flagstaff, Finance Department, 211 West Aspen, Flagstaff, Arizona, 86001 or at such other place as Lessor may hereafter designate by notice to Lessee.

4.2.1 An additional adjustment shall apply to the adjusted rent, beginning December 1, 2010, for the cost of repairs which are Lessee's responsibility

L-2006-1017.1

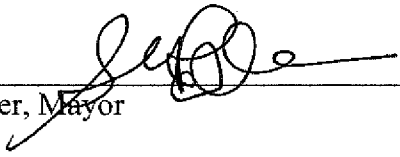
in the amount of Twenty-Eight Thousand Four Hundred Ninety One Dollars (\$28,491). The additional rental rate adjustment shall be in the amount of Two Hundred Seventeen Dollars and Forty-Nine cents (\$217.49) each month for the balance of the Lease term, which ends October 30, 2021.


- 4.3 Reporting. Lessee shall be required to submit a detailed semi-annual report to the Lessor. The report shall, at a minimum, show the dates, activities, and attendance with regard to all operations conducted at the Premises. This report shall be submitted to the Lessor by the fifteenth day of the month following each semi-annual installment.
- 4.4 Late Payments All amounts not paid by the Lessee when due shall be subject to a penalty charge of ten percent (10%) of the amount due, plus interest at the rate of one percent (per month or fraction of a month from the time due until paid. If the rental amount due is delinquent past the 16th of the month, then the Lessor will be entitled to a liquidated damage fee (not a penalty) per month of ten (10) percent of the amount due. Lessee agrees to pay Lessor any cost incurred by Lessor affecting the collection of such past due rent or other sum.

IN WITNESS WHEREOF, the parties have caused this Amendment to be executed as of the 22nd day of June, 2011.

City of Flagstaff

Theatrikos, Inc.


Sara Presler, Mayor


Rebecca Daggett, President

Attest:


City Clerk

Approved as to form:

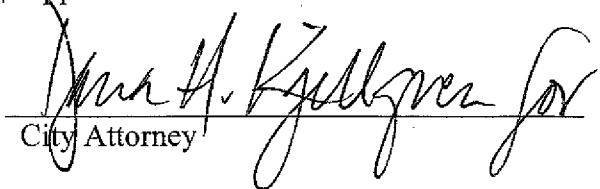

City Attorney

Exhibit P

Upper Parking Lot



Lower Parking Lot



CITY OF FLAGSTAFF STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Elaine Averitt, Planning Development Manager
Date: 12/28/2017
Meeting Date: 01/02/2018



TITLE:

Consideration and Approval of Final Plat Request from Miramonte Arizona, LLC for Final Plat approval for Miramonte @ Dale Avenue Condominiums, a 12-unit residential condominium subdivision on a .31-acre site in the T4N.1 transect zone.

STAFF RECOMMENDED ACTION:

Staff recommends the City Council approve the final plat and authorize the Mayor to sign both the final plat and City/Subdivider Agreement when notified by staff that the documents are ready for recordation.

Executive Summary:

Requested approval for a 12-unit residential condominium subdivision known as Miramonte @ Dale Avenue Condominiums located at 19 West Dale Avenue. Please see Sheet 1 of the Final Plat attachment for the Vicinity and Site Maps.

Financial Impact:

No financial liabilities are anticipated by the approval of this Final Plat.

Policy Impact:

There are no policy impacts affiliated with this Final Plat.

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

Council Goals

Economic Development - Grow and strengthen a more equitable and resilient economy.

Team Flagstaff Strategic Plan

Work in partnership to enhance a safe and livable community.

Flagstaff Regional Plan

- Policy LU.2.2. Design new development to coordinate with existing and future development, in an effort to preserve viewsheds, strengthen connectivity, and establish compatible and mutually supportive land uses.
- Goal LU.5. Encourage compact development principles to achieve efficiencies and open space preservation.

Has There Been Previous Council Decision on This:

On November 7, 2017, the City Council approved the Preliminary Plat.

Options and Alternatives:

1. Approve the final plat with no conditions.
2. Approve the final plat with added conditions.
3. Deny the final plat based on non-compliance with the Zoning Code, the Subdivision Code, and/or the Engineering Design Standards and Specifications for New Infrastructure.

Background/History:

On August 5, 2016, the Inter-Division Staff approved a Site Plan for a 3-story Courtyard Apartment Building based on compliance with all development standards.

On August 29, 2017, the property owner recorded a Transect Zone Form to change the Community Commercial (CC) non-transect zone to T4N.1 transect zone. The property is located in the National Register "North End Historic Residential District," which does not require design review by the Heritage Preservation Commission. An existing building constructed in 1961 had been used for commercial/office uses and included a parking lot at the east end of the property. Due to the structure's age and finding of no significant integrity, a Cultural Resource Survey was not required prior to demolition of the existing structure.

Key Considerations:

A Courtyard Apartment Building (Section 10-50.110.150) is a permitted building type in the T4N.1 transect zone. The Inter-Division Staff approved the Site Plan for an apartment building in August 2016 and the developer has pulled a building permit for the building. As such, the developer may commence construction of an apartment building without plat approval. However, the developer has opted to create a condominium plat to enable individual ownership of each unit. In this case the units are defined as the air space within the walls of each structure. The preliminary plat delineates all of the common elements (e.g., courtyard, planters) and limited common elements (e.g., private porches, parking spaces) affiliated with the individual units. The findings for this development request relate to subdivision plats. Additional information regarding building types and the transect zone are for information only.

Community Benefits and Considerations:

Approval and development of the final plat will allow the construction of twelve (12) residential condominium units.

Community Involvement:

Inform. No public hearings or public outreach are required by either the Zoning Code or the Subdivision Code as part of the City Council's review of the final plat.

Attachments: [Final Plat Application](#)
 [Final Plat Sheet 1](#)
 [Final Plat Sheet 2](#)
 [Final Plat Sheet 3](#)
 [Final Plat Sheet 4](#)
 [City Subdivider Agreement](#)



City of Flagstaff

Community Development Division

211 W. Aspen Ave
Flagstaff, AZ 86001
www.flagstaff.az.gov

P: (928) 213-2618
F: (928) 213-2609

RECEIVED
NOV 30 2017
Resubmit Hall

SUBD

Date Received OCT 31 2017		Application for Subdivision Review		File Number P2-16-00039-04	
Property Owner(s) Miramonte Dale, LLC			Phone 520-237-6116		
Mailing Address 4578 N. 1st Ave, Ste 160		City, State, Zip Tucson, Az 85718		Email jkemmerly@miramontehomes.com	
Applicant(s) Miramonte Arizona, LLC			Phone 520-237-6116		
Mailing Address 102 S. Mikes Pike St		City, State, Zip Flagstaff, Arizona 86001		Email jkemmerly@miramontehomes.com	
Project Representative Jack Kemmerly			Phone 520-237-6116		
Mailing Address 102 S. Mikes Pike St		City, State, Zip Flagstaff, Arizona 86001		Email jkemmerly@miramontehomes.com	
Requested <input type="checkbox"/> Development Master Plan <input type="checkbox"/> Conceptual Plat <input type="checkbox"/> Preliminary Plat P&Z and Council					
Review: <input type="checkbox"/> Modified Subdivision <input type="checkbox"/> Preliminary Plat <input checked="" type="checkbox"/> Final Plat- Council					

Project Name: Miramonte @ Dale Ave Condos		Site Address 19 W. Dale Ave		Parcel Number 10113006	
Proposed Use Courtyard Condo Building		Existing Use Vacant		Subdivision, Tract & Lot Number Railroad Add	
Zoning District T4N.1		Regional Plan Category		Flood Zone	
Size of Site (Sq. ft. or Acres) 0.31 acres					
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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No Subject property is undeveloped land?			
Surrounding Uses		North	South	East	West
(Res, Com, Ind)		Residential	Residential	Commercial	Residential
Proposed Use:		Number of Lots	Number of Units	Number of acres per use	Building Square Feet
Condominium			12	38 units per acre	9,387sf
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)		Date: 10/31/17	Applicant Signature:		Date: 10/31/17
For City Use					
Date Filed:		Case Number (s)			
P & Z Hearing Date: N/A for Final plat		Publication and Posting Date: N/A			
Council Hearing Date: Jan. 2, 2018		Publication and Posting Date: N/A			
Fee Receipt Number:		Amount:		Date:	
Action by Planning and Zoning Commission: N/A			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	Engineering	File	Public Works/Utilities
		Clarine	Mac	Kent	Mike Jim
					Doug

11-14-17 Admin. Complete. "S" comments due 11-22-17.
12-1-17 IDS Approval

CONDOMINIUM FINAL PLAT FOR MIRAMONTE AT DALE AVENUE

LOCATED IN THE SW 1/4 OF SECTION 15,
TOWNSHIP 21 NORTH, RANGE 7 EAST, G&S.R.M.
FLAGSTAFF, COCONINO COUNTY, ARIZONA

DEDICATION

STATE OF ARIZONA }
COUNTY OF COCONINO }

KNOW ALL MEN BY THESE PRESENTS: THAT MIRAMONTE DALE LLC, HEREBY PUBLISHES THIS PLAT AS AND FOR THE PLAT OF MIRAMONTE AT DALE AVENUE, A SUBDIVISION OF A PORTION OF LOT 15, AND LOTS 16, 17 & 18 IN THEIR ENTIRETY, BLOCK 44, RAILROAD ADDITION, LOCATED IN THE SW1/4 OF SECTION 15, 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 CONSTITUTING SAME AND THAT EACH LOT SHALL BE KNOWN BY THE NUMBER OR NAME GIVEN TO EACH RESPECTIVELY ON SAID PLAT. TRACT "A" IS HEREBY DEDICATED TO THE OWNERS ASSOCIATION AS COMMON ELEMENT & FOR PUBLIC UTILITY SERVICES FOR THE CONDOMINIUM.

IN WITNESS WHEREOF: THE UNDERSIGNED HAS EXECUTED THIS DECLARATION AS OF THE ____ DAY OF _____, 2017.

BY: _____
MIRAMONTE DALE L.L.C.
CHRISTOPHER KEMMERLY,
ITS: MEMBER

ACKNOWLEDGMENT

STATE OF ARIZONA }
COUNTY OF COCONINO }

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS ____ DAY OF _____, 2017, BY CHRISTOPHER KEMMERLY, FOR AND ON BEHALF OF MIRAMONTE DALE L.L.C., AN ARIZONA LIMITED LIABILITY COMPANY.

NOTARY PUBLIC

MY COMMISSION EXPIRES: _____

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

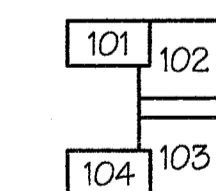
IT IS HEREBY CERTIFIED THAT THIS PLAT HAS BEEN OFFICIALLY APPROVED FOR RECORD BY THE CITY ENGINEER AND THE PLANNING DIRECTOR, CITY OF FLAGSTAFF, ARIZONA ON THE ____ DAY OF _____, 20____

BY: _____ PLANNING DIRECTOR

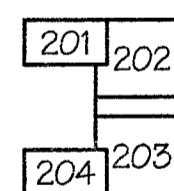
BY: _____ CITY ENGINEER

ADDRESSING

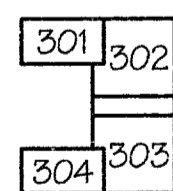
19 W. DALE AVE.



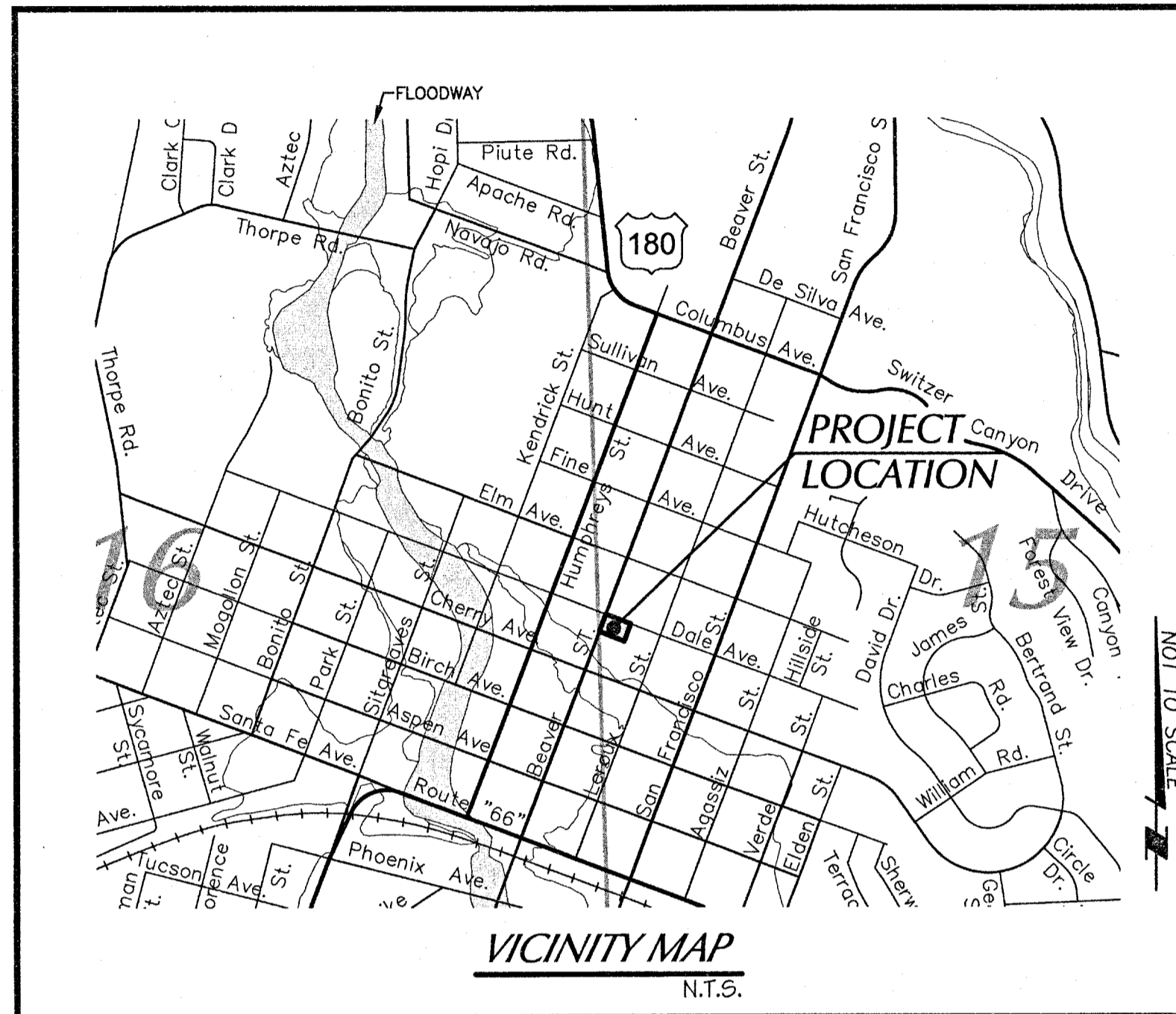
FIRST FLOOR
UNIT NUMBERS



SECOND FLOOR
UNIT NUMBERS



THIRD FLOOR
UNIT NUMBERS



PROJECT INFORMATION

PROJECT NAME: MIRAMONTE AT DALE AVENUE
PROJECT LOCATION: 19 W. DALE AVE.
FLAGSTAFF, AZ. 86001
APN NUMBER: 101-12-006
PARCEL ACREAGE: 0.31003±
PARCEL SQUARE FOOTAGE: 13,505
NUMBER OF UNITS: 12
NUMBER OF FLOORS: 3
UNITS PER ACRE: 38.7
LAND USE DESIGNATION: URBAN
CURRENT ZONING DISTRICT: COMMUNITY COMMERCIAL (CC)
PROPOSED ZONING DISTRICT: T4N.1
MAX. LOT COVERAGE: 60%
CURRENT USE: COMMERCIAL
PROPOSED USE: MULTI FAMILY
OWNER/DEVELOPER: MIRAMONTE DALE, L.L.C.
4578 N. 1ST AVE., SUITE 160
TUCSON, AZ. 85718
(520) 615-8900



SURVEY WAS PERFORMED IN MAY OF 2016.
INFORMATION SHOWN HEREON IS TRUE AND
CORRECT TO THE BEST OF MY KNOWLEDGE.

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. IMPELLITTERI (CERTIFICATE NO. 22196)

A.R.S. 33-1212. UNIT BOUNDARIES EXCEPT AS PROVIDED BY THE DECLARANT.

1. IF WALLS, FLOORS OR CEILINGS ARE DESIGNATED AS BOUNDARIES OF A UNIT, ALL LATH, FURRING, WALLBOARD, PLASTERBOARD, PLASTER, PANELING, TILES, WALLPAPER, PAINT, FINISHED FLOORING AND ANY OTHER MATERIALS CONSTITUTING ANY PART OF THE FINISHED SURFACE ARE A PART OF THE UNIT, AND ALL OTHER PORTIONS OF THE WALLS, FLOORS OR CEILINGS ARE A PART OF THE COMMON ELEMENT.
2. IF ANY CHUTE, FLUE, DUCT, WIRE, CONDUIT, BEARING WALL, BEARING COLUMN, OR OTHER FIXTURE LIES PARTIALLY WITHIN AND PARTIALLY OUTSIDE THE DESIGNATED BOUNDARIES OF A UNIT, ANY PORTION SERVING ONLY THAT UNIT IS A LIMITED COMMON ELEMENT ALLOCATED SOLELY TO THAT UNIT AND ANY PORTION SERVING MORE THAN ONE UNIT OR ANY PORTION OF THE COMMON ELEMENTS IS A PART OF THE COMMON ELEMENTS.
3. SUBJECT TO THE PROVISIONS OF PARAGRAPH 2, ALL SPACES, INTERIOR PARTITIONS AND OTHER FIXTURES AND IMPROVEMENTS WITHIN THE BOUNDARIES OF A UNIT ARE A PART OF THE UNIT.
4. ANY SHUTTERS, AWNINGS, WINDOW BOXES, DOORSTEPS, STOOPS, PORCHES, BALCONIES, ENTRYWAYS, OR PATIOS, AND ALL EXTERIOR DOORS AND WINDOWS OR OTHER FIXTURES DESIGNED TO SERVE A SINGLE UNIT, BUT LOCATED OUTSIDE THE UNIT'S BOUNDARIES, ARE LIMITED COMMON ELEMENTS ALLOCATED EXCLUSIVELY TO THAT UNIT.

TRACT "A":

7,191 S.F., SHALL CONTAIN ALL AREA OUTSIDE OF THE UNITS AND THEIR ASSOCIATED LIMITED COMMON ELEMENTS AND IS DEDICATED HEREON TO THE OWNER ASSOCIATION AS COMMON ELEMENT. TRACT A IS DEDICATED HEREON AS A PUBLIC UTILITY EASEMENT FOR SERVICE TO THE CONDOMINIUMS.

UTILITY COMPANY ACKNOWLEDGMENT

MARTIN CONBOY	DATE
UNISOURCE ENERGY	
MANUEL HERNANDEZ	DATE
CENTURYLINK	
CHAD BROOKS	DATE
ARIZONA PUBLIC SERVICE	
SANFORD YAZZIE	DATE
SUDDENLINK	

ADEQUATE WATER SUPPLY NOTE

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

INDEX TO SHEETS

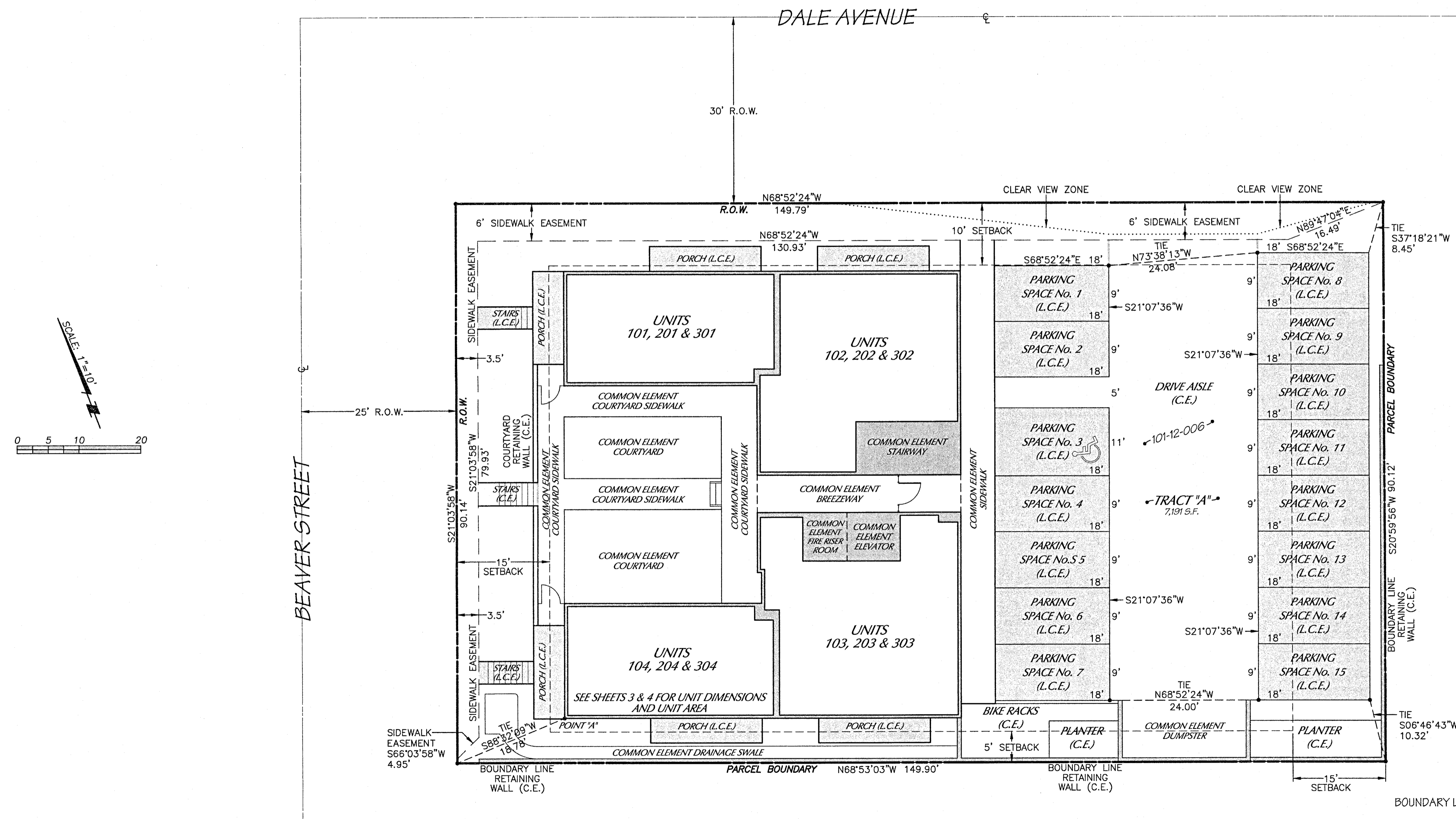
- | | |
|---|--|
| 1 | COVER SHEET & PROJECT INFORMATION |
| 2 | OVERALL SITE DIMENSIONS |
| 3 | FIRST FLOOR PLAT AND BUILDING ELEVATIONS |
| 4 | SECOND & THIRD FLOOR PLAT |

PROJECT BENCHMARK: IS A FOUND BRASS CAP IN HAND WELL AT THE INTERSECTION OF BEAVER ST. & BIRCH AVE.
ELEVATION=6901.94 (NAVD88).

BASIS OF BEARINGS: IS FROM A FOUND BRASS CAP IN HAND WELL AT THE INTERSECTION OF LEROUX ST. & CHERRY AVE.
TO
A FOUND ALUMINUM CAP AT THE INTERSECTION OF BEAVER ST. & CHERRY AVE.
BEARING N68°55'26"W

*CONDOMINIUM FINAL PLAT
FOR
MIRAMONTE AT DALE AVENUE*

LOCATED IN THE SW 1/4 OF SECTION 15,
TOWNSHIP 21 NORTH, RANGE 7 EAST, G&S.R.M.
FLAGSTAFF, COCONINO COUNTY, ARIZONA



NOTE:
PARCEL BOUNDARY INFORMATION SHOWN HEREON IS BASED ON A
FIELD SURVEY PERFORMED BY ARIZONA SURVEYING, INC. IN MAY
OF 2016.

ABBREVIATIONS

F.FE	FINISH FLOOR ELEVATION
S.F.	SQUARE FEET
C.F.	CUBIC FEET
HT	HEIGHT
C.E.	COMMON ELEMENT
L.C.E.	LIMITED COMMON ELEMENT

GROUND LEVEL AREAS

PARCEL SQUARE FOOTAGE:	13,505
UNITS 101 - 104 SQUARE FOOTAGE:	2,828
1ST FLOOR C.E. SQUARE FOOTAGE:	486
1ST FLOOR L.C.E. SQUARE FOOTAGE:	481
BREEZWAY C.E. SQUARE FOOTAGE:	197
COURTYARD C.E. SQUARE FOOTAGE:	1,097
COURTYARD SIDEWALK C.E. SQUARE FOOTAGE: (INCLUDED IN COURTYARD C.E.)	642
SIDEWALK C.E. SQUARE FOOTAGE:	410
DUMPSYTER C.E. SQUARE FOOTAGE:	189
STAIRS C.E. SQUARE FOOTAGE:	36
DRAINAGE SWALE C.E. SQUARE FOOTAGE:	182
PARKING L.C.E. SQUARE FOOTAGE:	2,499
IE / RETAINING WALL WALL C.E. SQUARE FOOTAGE:	130
PLANTER C.E. SQUARE FOOTAGE:	194
BIKE RACKS C.E. SQUARE FOOTAGE:	157
DRIVE AISLE C.E. SQUARE FOOTAGE:	1,767
TRACT "A" ALL C.E. COMBINED SQUARE FOOTAGE:	7,191
DES ALL C.E. OUTSIDE OF THE BUILDING FOOTPRINT	

TRACT "A" ALL C.E. COMBINED SQUARE FOOTAGE: 7,191
INCLUDES ALL C.E. OUTSIDE OF THE BUILDING FOOTPRINT

SHEET NO. 2 OF 4
COF PROJECT # PZ-16-00039-01

LOCATED IN THE SW 1/4 OF SECTION 15,
TOWNSHIP 21 NORTH, RANGE 7 EAST, G&S.R.M.
FLAGSTAFF, COCONINO COUNTY, ARIZONA

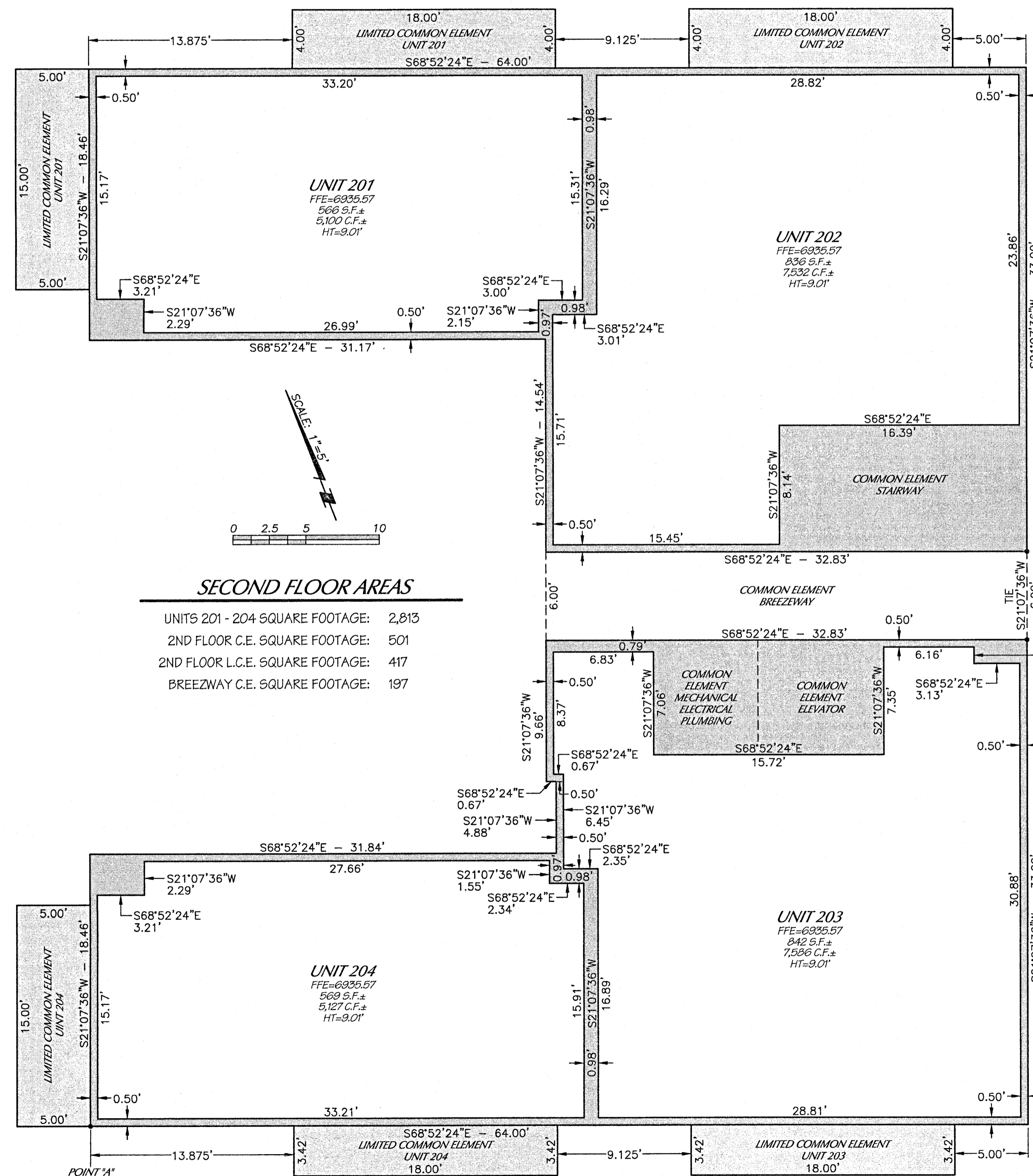
LOCATED IN THE SW 1/4 OF SECTION 15,
TOWNSHIP 21 NORTH, RANGE 7 EAST, G&S.R.M.
FLAGSTAFF, COCONINO COUNTY, ARIZONA



FFE	FINISH FLOOR ELEVATION
S.F.	SQUARE FEET
C.F.	CUBIC FEET
HT	HEIGHT
C.E.	COMMON ELEMENT
L.C.E.	LIMITED COMMON ELEMENT

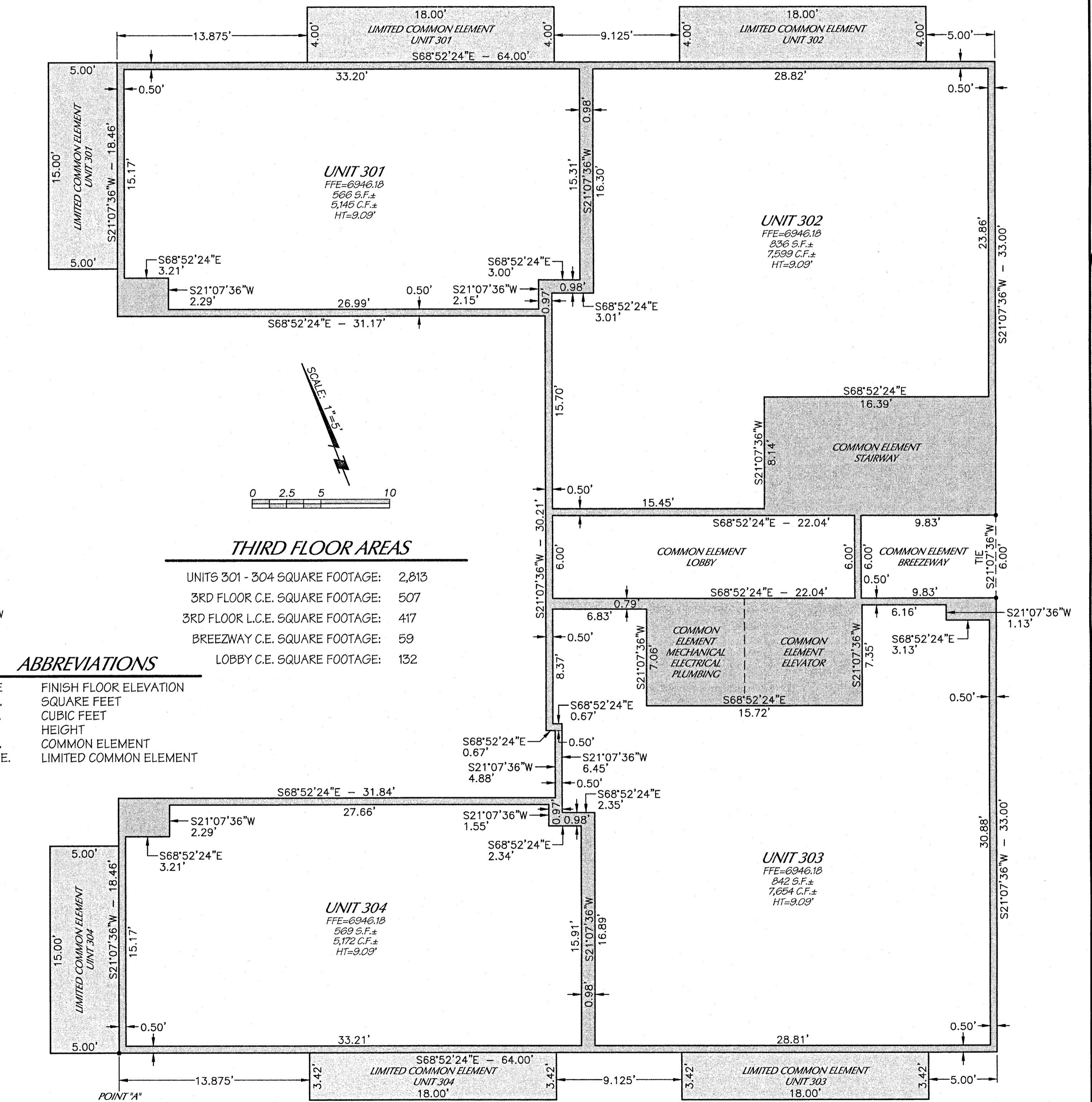
CONDOMINIUM FINAL PLAT FOR MIRAMONTE AT DALE AVENUE

LOCATED IN THE SW 1/4 OF SECTION 15,
TOWNSHIP 21 NORTH, RANGE 7 EAST, G&S.R.M.
FLAGSTAFF, COCONINO COUNTY, ARIZONA



SECOND FLOOR AREAS

UNITS 201 - 204 SQUARE FOOTAGE: 2,813
2ND FLOOR C.E. SQUARE FOOTAGE: 501
2ND FLOOR L.C.E. SQUARE FOOTAGE: 417
BREEZWAY C.E. SQUARE FOOTAGE: 197



THIRD FLOOR AREAS

UNITS 301 - 304 SQUARE FOOTAGE: 2,813
3RD FLOOR C.E. SQUARE FOOTAGE: 507
3RD FLOOR L.C.E. SQUARE FOOTAGE: 417
BREEZWAY C.E. SQUARE FOOTAGE: 59
LOBBY C.E. SQUARE FOOTAGE: 132

ABBREVIATIONS

FFE FINISH FLOOR ELEVATION
S.F. SQUARE FEET
C.F. CUBIC FEET
HT HEIGHT
C.E. COMMON ELEMENT
L.C.E. LIMITED COMMON ELEMENT

SECOND FLOOR PLAT
SCALE: 1"=5'

THIRD FLOOR PLAT
SCALE: 1"=5'

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 Arizona, hereinafter referred to as CITY; and _____
Miramonte Dale, LLC Subdivider, hereinafter referred to as
SUBDIVIDER.

W I T N E S S E T H

WHEREAS, Miramonte Dale, LLC (Subdivider) desires to subdivide property within the City of Flagstaff, Arizona known as _____
Miramonte at Dale Avenue ; 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 preliminary 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.

CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council

From: Alaxandra Pucciarelli, Planning Development Manager - AP

Date: 12/28/2017

Meeting Date: 01/02/2018



TITLE:

Consideration and Adoption of Ordinance No. 2018-04: Ordinance of the City Council of the City of Flagstaff amending the Flagstaff Zoning Map to rezone approximately 0.86 acres of real property generally located at 1700 E Sixth Avenue from Public Facility (PF) to Medium Density Residential (MR) with conditions; providing for severability, and establishing an effective date. ***(1700 E Sixth Avenue Concept Zoning Map Amendment)***

STAFF RECOMMENDED ACTION:

- 1) Read Ordinance No. 2018-04 by title only for the final time
- 2) City Clerk reads Ordinance No. 2018-04 by title only for the final time (if approved above)
- 3) Adopt Ordinance No. 2018-04

Executive Summary:

A Concept Zoning Map Amendment request from the City of Flagstaff Housing Division for approximately 0.86 acres at 1700 E Sixth Avenue from Public Facility (PF) zone to Medium Density Residential (MR) zone as directed by City Council for the purpose of developing affordable multi-family housing. Please refer to attached vicinity map.

The Flagstaff Planning and Zoning Commission conducted a public hearing to consider the zoning map amendment request. The Commission voted (6-0) to forward the request with a recommendation of approval with conditions.

Financial Impact:

The Concept Rezoning has no financial impact.

Policy Impact:

The Concept Rezoning has no policy impact.

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

Council Goals:

Support development and increase the inventory of public and private affordable housing for renters and home-owners throughout the community.

Regional Plan:

A complete analysis of the regional plan goals and policies can be found within the attached Planning and Zoning Commission staff report. All relevant goals and policies are included in the project narrative.

Has There Been Previous Council Decision on This:

On July 7 the City Council approved the Housing Section's Request for Proposals for the development of three City owned parcels for multi-family affordable housing. On September 12 the City Council provided direction to staff to pursue a Concept Zoning Map Amendment on two of the three City-owned parcels for the purpose of developing multi-family affordable housing. Public Hearing and first reading of the ordinance took place at the December 19, 2017, Regular Council Meeting.

Options and Alternatives:

The City Council may approve the ordinance as proposed, approve the ordinance with modified conditions, or deny the ordinance.

Background/History:

The Applicant, the City of Flagstaff Housing Section, on behalf of the property owner, the City of Flagstaff, is requesting a concept zoning map amendment to rezone approximately 0.86 acres from the Public Facility (PF) zone to the Medium Density Residential (MR) zone while maintaining the existing Resource Protection Overlay (RPO), for the purpose of developing affordable multi-family residential development.

If the property is rezoned, the Housing Section will pursue a process by which an affordable multifamily residential project is delivered by a successful respondent to a Request for Proposals (RFP). The Housing Section put out an RFP for a Scattered Site Affordable Housing development on August 14, 2017. It is anticipated that the successful respondent to the RFP will begin their site planning process as City staff takes the concept rezoning cases through the public hearing process.

City staff will require that as part of the developer's site plan application, a neighborhood meeting will be held. The site plan application will also be required to be approved by the City Council. This will allow the community an opportunity to review the proposed building design, exterior building elevations, parking layout, outdoor lighting, and site landscaping prior to approval. These elements are not required to be part of the concept rezoning process.

Key Considerations:

The Concept Zoning Map Amendment process does not require final site plan, building floor plans, exterior building elevations, final landscaping plans, or exterior lighting plans. This information will be provided as part of the Site Plan Review Application, and once approved by the IDS process, will come before City Council for approval.

Community Benefits and Considerations:

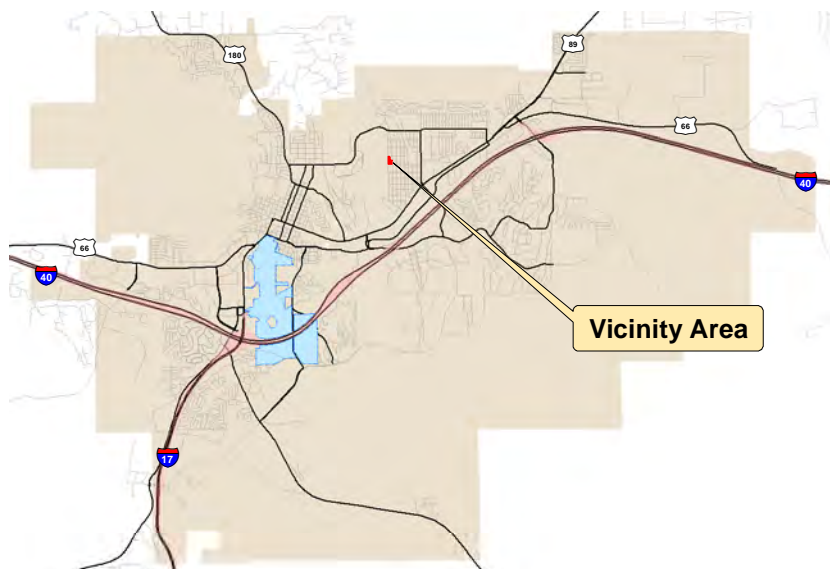
Community benefits and considerations related to this request are addressed in more detail in the attached Planning and Zoning Commission Staff Report, dated November 30, 2017. Rezoning this property provides the community additional affordable housing units.

Public hearings before the Planning and Zoning and the City Council are conducted in conjunction with requests for rezoning. In accordance with State statute, notice of public hearing was provided by placing an ad in the Daily Sun, posting notices on the property, and mailing a notice to all property owners within 300 feet of the site. In this case, a notice was mailed to all property owners within 600 feet of the site.

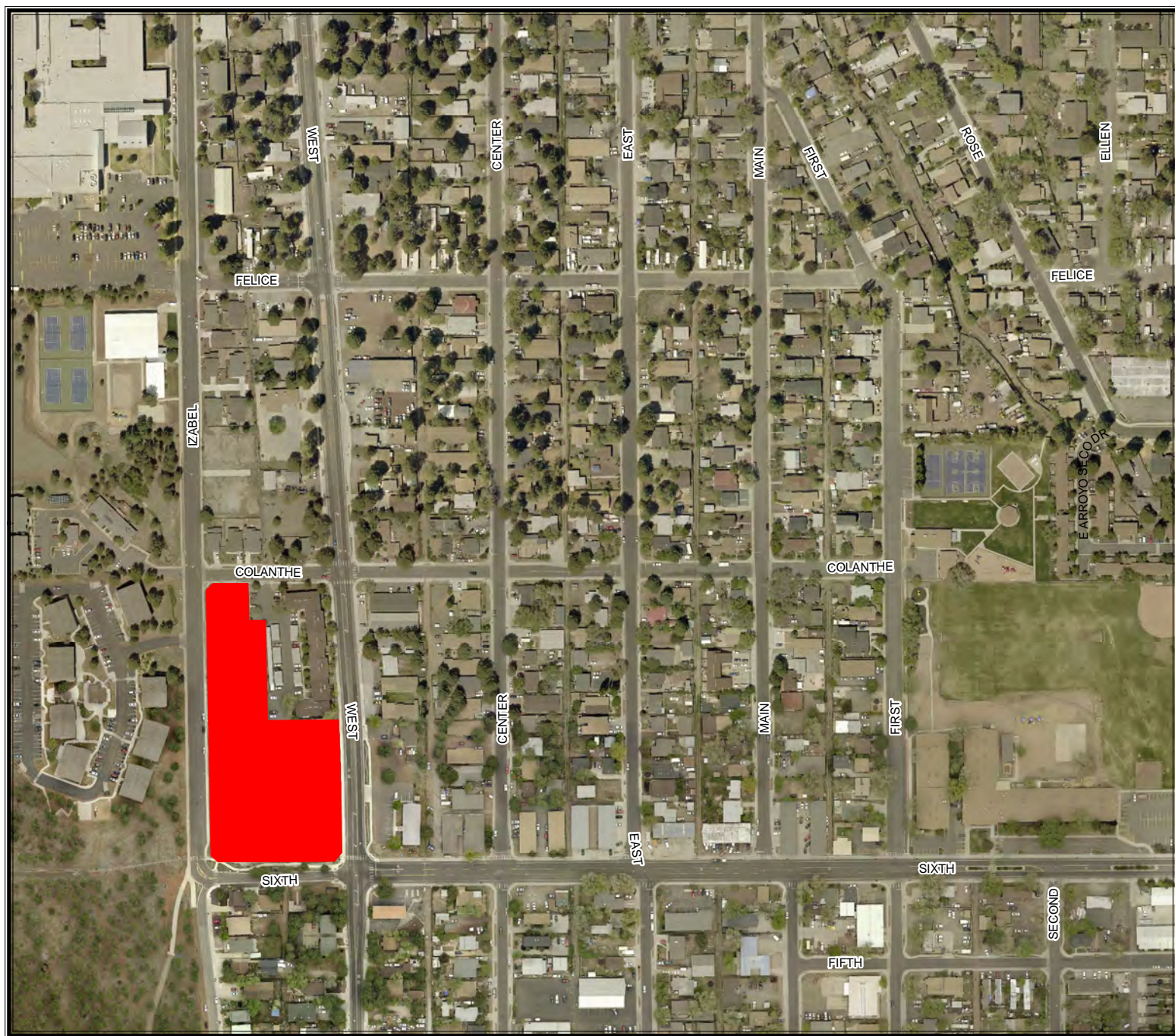
Expanded Options and Alternatives:

- (Recommended Action): The City Council may approve the Concept Zoning Map Amendment as recommended by the Planning and Zoning Commission and staff by reading and adopting ordinance No. 2018-04.
- The City Council may approve the Concept Zoning Map Amendment with modified conditions.
- The City Council may deny the Concept Zoning Map Amendment.

- Vicinity Map
- Staff Report
- Application
- Project Narrative
- Transportation Statement
- Concept Analysis
- Building Types
- Concept Zoning Plan
- Citizen Participation Report
- Public Hearing Legal Advertisement
- Ord. 2018-04



1700 E. 6th Ave
APN#109-11-151C



PLANNING AND DEVELOPMENT SERVICES REPORT
ZONING MAP AMENDMENT

PUBLIC HEARING
PZ-17-00195

DATE: **November 14, 2017**
MEETING DATE: **November 30, 2017**
REPORT BY: **Alaxandra Pucciarelli**

REQUEST

A Concept Zoning Map Amendment request from the City of Flagstaff Housing Section, on behalf of the property owner, the City of Flagstaff, to rezone approximately 0.86 acres located at 1700 E Sixth Avenue from the Public Facility (PF) zone to the Medium Density Residential (MR) zone.

STAFF RECOMMENDATION:

Staff recommends the Planning and Zoning Commission forward the Concept Zoning Map Amendment to the City Council with a recommendation for approval with conditions.

PRESENT LAND USE:

The site consists of vacant land and the Izabel Street Community Garden on 0.86 acres.

PROPOSED LAND USE:

Future development is expected to consist of affordable multi-family residential development. The buildings shown on the concept plan are one and two-story buildings with units consisting of studios, one, and two-bedrooms. The existing community garden will either be preserved or relocated elsewhere on site and used as part of the required open space.

NEIGHBORHOOD DEVELOPMENT:

North: City-owned Izabel Homes, Medium Density Residential (MR) zone
East: Pineview Village Condominiums, High Density Residential (HR) zone
South: "The Basin" Freestyle BMX Facility; Public Facility (PF) zone
West: Mountainside Village Apartments, High Density Residential (HR) zone

REQUIRED FINDINGS:

STAFF REVIEW. An application for a Concept Zoning Map Amendment shall be submitted to the Planning Director and shall be reviewed and a recommendation prepared. The Planning Director's recommendation shall be transmitted to the Planning Commission in the form of a staff report prior to a scheduled public hearing. The recommendation shall set forth whether the Zoning Map Amendment should be granted, granted with conditions to mitigate anticipated impacts caused by the proposed development, or denied; shall include an evaluation of the consistency and conformance of the proposed amendment with the goals of the General Plan and any applicable specific plans; and, a recommendation on the amendment based on the standards of the zones set forth in Section 10-40.20 "Establishment of Zones" of the Zoning Code (Page 40.20-1).

FINDINGS FOR REVIEWING PROPOSED AMENDMENTS. All proposed amendments shall be evaluated as to whether the application is consistent with and conforms to the goals of the General Plan and any applicable specific plans; and the proposed amendment will not be detrimental to the public interest, health, safety, convenience, or welfare of the City of Flagstaff (the "City") and will add to the public good as described in the General Plan; and the affected site is physically suitable in terms of design, location, shape, size, operating characteristics, and the provision of public and emergency vehicle access, public services, and utilities to ensure that the requested zone designation and the proposed or anticipated uses and/or development will not endanger, jeopardize, or otherwise constitute a hazard to the property or improvements

in the vicinity in which the property is located. If the application is not consistent with the General Plan and any other applicable specific plan, the applicable plan must be amended in compliance with the procedures established in Chapter 11-10 of the City Code (Title 11: General Plans and Subdivisions) prior to considering the proposed amendment.

STAFF REVIEW:

Introduction/Background

On September 12, 2017, the City of Flagstaff Housing staff received direction from City Council to pursue the concept zoning map amendment process for two city-owned parcels. This request for a concept rezoning is the first of the two parcels on the Commission's agenda; the first is the site located at 1700 E Sixth Avenue, the second a site located at 3050 N West Street. The Applicant, the City of Flagstaff Housing Section, on behalf of the property owner, the City of Flagstaff, is requesting a concept zoning map amendment to rezone approximately 0.86 acres from the Public Facility (PF) zone to the Medium Density Residential (MR) zone while maintaining the existing Resource Protection Overlay (RPO), for the purpose of developing affordable multi-family residential development.

If the property is rezoned, the Housing Section will pursue a process by which an affordable multifamily residential project is delivered by a successful respondent to a Request for Proposals (RFP). The Housing Section put out an RFP for a Scattered Site Affordable Housing development on August 14, 2017. It is anticipated that the successful respondent to the RFP will begin their site planning process as City staff takes the concept rezoning cases through the public hearing process. City staff will require that as part of the developer's site plan application, a neighborhood meeting will be required. The site plan application will also be required to be approved by the City Council. This will allow the community an opportunity to review the proposed building design, exterior building elevations, parking layout, outdoor lighting, and site landscaping prior to approval. These elements are not required to be part of the concept rezoning process.

Proposed Development Concept Plans

Proposed development on the subject property includes two apartment buildings, required parking, landscaping, and incorporation of the existing community garden. The site is relatively flat, with the only major development constraint being the floodplain in the southwestern corner of the site. This area is currently used for the community garden, and is proposed to be used as additional landscaped open space area. The concept plan consists of two apartment buildings with eleven units. A one story building is shown at the corner of Colanthe and Izabel, and a separate two-story building is located along the east side of the property.

General Plan – Flagstaff Regional Plan (FRP 2030)

Amending the Zoning Map from Public Facility (PF) to Medium Density Residential (MR) at this location conforms to the Regional Plan's Future Growth Illustration. The subject parcel is located within the Sunnyside neighborhood, an area largely covered by the 'suburban' area type. The Regional Plan's table of suburban neighborhood characteristics identifies a residential density range of 2-10 units per acre. The table indicates a preference for low to medium densities in suburban neighborhoods. The subject parcel is in close proximity to other multi-family apartments, duplexes, and townhomes. Nearby zoning is diverse for a suburban neighborhood, and includes High Density Residential, Community Commercial, and Medium Density Residential.

The proposed rezoning of City owned property to allow for the construction of affordable housing units supports several Regional Plan goals and policies, listed in the attached Project Narrative. The Sixth Avenue parcel is located within the Urban Growth Boundary and is serviceable with existing utility and transportation infrastructure. Sunnyside is an established neighborhood with connectivity to employment and services located along both the Fourth Street and Cedar Avenue corridors. The proposed housing units will be within walking distance of several bus routes, two FUTS paths, and

will have access to existing bike paths and sidewalks. The intended multi-family development would maximize unit count on a relatively small lot. Once built, the bulk and mass of the building would resemble those of nearby structures.

Zoning – City of Flagstaff Zoning Code

If the Zoning Map Amendment request is approved, approximately 0.86 acres will be rezoned to the Medium Density Residential (MR) zone. The proposed residential development, as shown on the concept plan, is considered a permitted use in the MR zone. Based on the Flagstaff Zoning Code (Sections 10-40.30.030 and 10-40.30.060) various residential uses are allowed as indicated in the following table.

Comparative Examples of Allowed Residential Uses	
Existing PF Zone	Proposed MR Zone
Congregate Care Facilities – P Employee Housing – P Institutional Residential - UP Homeless Shelters Nursing Homes	Congregate Care Facilities – P Home Daycare – P Duplex – P Multi-Family Dwelling – P Planned Residential Development – P Institutional Residential - UP Homeless Shelters Nursing Homes

P Permitted Use UP Conditional Use Permit Required

Site Planning Standards. In accordance with Section 10-30.60.030 of the Zoning Code (page 30.60-2), the applicant conducted a site analysis, a copy of which is attached to this report, that considers the topography of the site, solar orientation, existing/native vegetation types, view corridors, climate, subsurface conditions, drainage swales and stream corridor, and the built environment and land use context. The findings of the site analysis have been used to inform the proposed concept plan.

Resource Protection. The subject property is located within the Resource Protection Overlay (RPO) zone as defined by Section 10-50.90.020.A of the Zoning Code (Page 50.90-2). A portion of the site has the Urban Floodplain designation and must meet the City’s Stormwater Regulations. There are no steep slopes on the site, nor are there any native trees. No impact to resources is anticipated.

Open Space. The Zoning Code requires residential developments in the MR zone to provide a minimum of 15% of the total site as open space. This space may include active and passive recreation uses, landscape areas, and community gardens. Based on the 0.86 acre site area, a minimum of 5,619 square feet of open space is required.

Building Form and Architectural Design Standards. “Scale” refers to similar or harmonious proportions, overall height, and width, the visual intensity of the development, and the building massing. The proposed development consists of structures similar in scale to other buildings in the neighborhood. Architectural design standards will be reviewed at the time of site plan approval. The developer will be required to hold an additional neighborhood meeting, and receive City Council approval at that stage of the design process.

Comparative Building Height and Density			
	Existing PF Zone	Proposed MR Zone	Proposed MR Zone with Affordability Bonus
Building Height	60 feet	35 feet	15% bonus, 40 feet
Density	Gross FAR 0.40	Min. 6 dwelling units per acre 0.86 acres X 6 units = 5 units Max. 9 dwelling units per acre (within RPO) 0.86 acres X 9 units = 8 units	45% bonus 0.86 acres X 9 units X 45% = 3 additional units Max. 11 total units

Parking Lots, Driveways, and Service Areas. The concept plan provided with this application shows a parking area which conforms to the site planning standards within the Zoning Code. The parking area is screened internal to the project and not located adjacent to the right-of-ways. The number of parking spaces shown meets the Zoning Code requirements for Affordable Housing based on units and number of bedrooms. The plans do not provide the dimensions of maneuvering areas and spaces. Staff will ensure that adequate parking spaces and maneuvering areas are provided and that trash enclosures and loading areas meet City standards for screening, operation, and location during review of a more detailed site plan submittal.

Comparative Parking Standards		
	Market Rate Dwelling Units	Affordable Dwelling Units
Studio	1.25 Spaces	1.0 Spaces
1 Bedroom	1.5 Spaces	1.0 Spaces
2-3 Bedroom	2.0 Spaces	1.5 Spaces
Guest Spaces	0.25 per 2+ bedroom unit	0.25 per 2+ bedroom unit

Landscaping. Landscaping plans are not required in conjunction with a Concept Zoning Map Amendment. The applicant will be required to provide plans that meet the requirements of buffer landscaping, parking lot landscaping, and building foundation landscaping found in Section 10-50.60 of the Zoning Code (page 50.60-1). Affordable housing developments may qualify for a reduction in required landscaping of up to 10 percent. A final landscape plan will be reviewed at the time of site plan submittal.

Outdoor Lighting. The subject property is located within Lighting Zone 3 due to the distance from astronomical observatories in the area. Proposed exterior lighting information is not required as part of a Concept Zoning Map Amendment. The applicant will be required to provide plans that meet the requirements of the Outdoor Lighting Standards found in Section 10-50.70 of the Zoning Code (page 50.70-1). Lighting plans will be reviewed at the time of site plan submittal.

PUBLIC SYSTEMS IMPACT ANALYSIS:

Traffic and Access

Per the attached Transportation Statement, the Sixth Avenue project is anticipated to add approximately seven trips during the peak hour. Since this is less than the minimum 100 trips, this project does not require a Transportation Impact Analysis (TIA). In addition, since Izabel is classified as a residential local roadway, this project does not warrant new turn lanes.

Water and Wastewater

The Water Services Division reviewed the proposed development and determined that there will be no significant impact to either water or sewer infrastructure off-site as a result of this project. Results of the computer analysis show the fire flow plus maximum day demands analysis for each hydrant in the vicinity of the proposed development are acceptable for residential housing. The computer analysis for the development reveals that flow rates and pressures can be provided with the existing infrastructure. The results imply that the system satisfies the City's criteria for fire flow and domestic demands of the proposed development. The Water Services Division will not require any off-site improvements based on either anticipated water use or sewer discharge from this development.

Stormwater

A Drainage Impact Analysis (DIA) evaluating the impacts of the proposed development on the existing storm drain system downstream of the site will be provided as part of the Site Plan Submittal. In lieu of the DIA, the pre-development versus post-development runoff volume difference for the 100-year storm event can be retained on-site. The Concept plan indicates a possible area for Low Impact Development (LID) and/or on-site detention.

OTHER REQUIREMENTS:

Citizen Participation

Public hearings before the Planning and Zoning Commission and City Council will be conducted in conjunction with the request for Concept Rezoning. In accordance with State statute, notice of the public hearing was provided by placing an ad in the Arizona Daily Sun, posting a notice on the property, and mailing a notice to all property owners within 600 feet of the site.

All property owners within 600-feet of this site were notified via mail of the Concept Zoning Map Amendment and asked to attend a neighborhood meeting on October 23, 2017. Approximately five people from the public attended the neighborhood meeting. The primary concern raised was the amount of parking. City staff stated that the parking concerns would be relayed to the developer, and would be reviewed when they submit for Site Plan review.

DISCUSSION:

The Concept Rezoning of the parcel located at 1700 East Sixth Avenue from Public Facility (PF) to Medium Density Residential (MR) meets the intent of the Regional Plan goals and policies. It is anticipated that 40-60 affordable residential units will be constructed as a result of this scattered site affordable housing project. This site will contain a maximum of 11 units. The rentals will be affordable to those at or below 80% of the area median income (AMI), which the local housing market is not currently offering. The City of Flagstaff Housing staff have requested the prioritization of studio and one bedroom units, another void in our community that staff hopes to alleviate with projects such as this.

RECOMMENDATION:

Staff believes that the proposed Concept Zoning Map Amendment has been justified and would recommend in favor of amending the Zoning Map for approximately 0.86 acres to the Medium Density Residential (MR) zone, with the following conditions:

1. The selected developer must hold an additional neighborhood meeting prior to applying for Site Plan review.
2. The Site Plan approved by IDS must also be approved by City Council.

PZ-17-00195

November 14, 2017

ATTACHMENTS

- Concept Zoning Map Amendment Application
 - Project Narrative
 - Transportation Statement
 - Vicinity Map
 - Context Analysis Map
 - Proposed Building Types
 - Concept Plan
 - Site Analysis Plan
 - Citizen Participation Report
- Public Hearing Legal Advertisements



City of Flagstaff

Community Development Division

211 W. Aspen Ave
Flagstaff, AZ 86001
www.flagstaff.az.gov

P: (928) 213-2618
F: (928) 213-2609

PREZ/PGM

Application for Zoning Map Amendment and/or Minor Regional Plan Amendment		File Number PZ-17-00195	
Property Owner(s) City of Flagstaff	Title	Phone	Email
Mailing Address 211 W. Aspen Ave. Flagstaff, AZ 86001		City, State, Zip	
Applicant(s) Housing Section	Title	Phone	Email
Mailing Address 211 W. Aspen Ave Flagstaff, AZ 86001		City, State, Zip	
Project Representative Jennifer Mikelson Housing Analyst	Title	Phone 213-2744	Email jmikelson@flagstaffaz.gov
Mailing Address 211 W. Aspen Ave Flagstaff, AZ 86001		City, State, Zip	
Requested Review <input checked="" type="checkbox"/> Zoning Map Amendment <input type="checkbox"/> Minor Regional Plan Amendment <input type="checkbox"/> Continued			

Site Address 1700 E. 16th Ave.	Parcel Number(s) 109-11-151C	Subdivision, Tract & Lot Number	
Existing Zoning District Public Facilities	Proposed Zoning District: Med. Density Res.	Existing Regional Plan Land Use Category Existing Suburban	
Existing Use Vacant/community garden	Proposed Use Multi family Residential		
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?		
Requested Urban Growth Boundary Change (If Applicable) N/A	Proposed Regional Plan Land Use Category N/A		
Property Owner Signature (required) <i>[Signature]</i>	Date: 10/4/17	Applicant Signature <i>[Signature]</i>	Date: 10/4/17

For City Use			
Date Filed:	File Number(s):	Type of Zoning Map Amendment:	
P & Z Hearing Date:	Publication and Posting Date:	<input type="checkbox"/> Small scale	
Council Hearing Date:	Publication and Posting Date:	<input type="checkbox"/> Medium scale	
Fee Receipt Number:	Amount:	Date:	<input type="checkbox"/> Large scale
			<input type="checkbox"/> Multi-phase scale
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>[Signature]</i>	Engineering <i>[Signature]</i>	Fire <i>[Signature]</i>
		Public Works/Utilities <i>[Signature]</i>	Stormwater <i>[Signature]</i>

CONCEPT REZONING APPLICATION – 1700 E 6th AVENUE



City of Flagstaff
Housing Section
211 W. Aspen Ave.
Flagstaff, AZ 86001
(928) 213-2745

Loven Contracting
1100 South Pinnacle Street
Flagstaff, Arizona 86001
Phone: 928.774.9040
Cell: 928.699.8331
mloven@lovencontracting.com

October 4, 2017

PROPERTY DATA

1700 E. 6th Ave. Flagstaff, AZ 86004
APN# 109-11-151C
Area: ~.86 acre useable (total parcel is 3.02 acres)
Existing Zoning: Public Facility/Resource Protection
Overlay
Proposed Zoning: Medium Density Residential

PROJECT DATA

Scattered Site Affordable Housing Project
Proposed Residential Density
▪ 6 – 9 du/ac
No commercial uses proposed
Proposed open space
▪ Existing community garden will remain onsite

Project Narrative – 1700 E. 6th Ave.

On September 12, 2017 the City of Flagstaff Housing staff received final direction from Council to pursue the concept rezoning map amendment process for two city-owned parcels: one at 3050 N. West St. and another at 1700 E. 6th Ave. Staff requests that both properties be rezoned from Public Facility (PF) to Medium Density Residential (MR) for the purposes of multi-family residential development.

If the properties are rezoned, the Housing Section will pursue a process by which an affordable multifamily residential project is delivered by a successful respondent to a Request for Proposals (RFP). The Housing Section put out an RFP for a Scattered Site Affordable Housing development on August 14, 2017. It is anticipated that the successful respondent to the RFP begins their site planning process as city staff takes the concept rezoning cases through public hearings.

General Plan Analysis

Amending the zoning map from PF to MR at this location conforms to the Regional Plan's Future Growth Illustration. The subject parcel is located within the Sunnyside neighborhood, an area largely covered by the 'suburban' area type. The Regional Plan's table of suburban neighborhood characteristics identifies a residential density range of 2 - 10 units per acre. The table indicates a preference for low to medium densities in suburban neighborhoods. The subject parcel is in close proximity to other multi-family apartments, duplexes and townhomes. Nearby zoning is diverse for a suburban neighborhood: High Density Residential, Community Commercial, and Medium Density Residential. The intended multi-family development would maximize unit count on a relatively small lot and be one to two and a half stories. Once built, the bulk and mass of the buildings would resemble those of nearby structures.

Rezoning City property to allow for the construction of affordable rentals supports several Regional Plan goals and policies, listed by overall topic below.

- ***Policy CC.3.2. Maintain and enhance existing buildings and blend well-designed new buildings into existing neighborhoods.***

City staff expect exceptional multi-family architectural design and site planning from the successful RFP respondent. Additional public meetings between the developer and the surrounding neighborhood will ensure a compatible design.

- ***Goal LU.1. Invest in existing neighborhoods and activity centers for the purpose of developing complete, and connected places.***

The 6th Avenue parcel is located within an established neighborhood with a walkable grid network. The parcel's proximity to 4th Street and Cedar Avenue allows increased connectivity to employment and services along the corridors.

- ***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.***

The development of new affordable rental units at this location demonstrates reinvestment and infill of a vacant parcel in an established neighborhood. Most beneficial to Flagstaff residents is the addition of modern and affordable rental units that improve upon Flagstaff's existing stock.

- ***Policy LU.1.11. Ensure that there is collaboration between a developer, residents, and property owners in existing neighborhoods where redevelopment and reinvestment is proposed so that they are included, engaged, and informed.***

Staff is requiring that the developer conduct a neighborhood meeting(s) to introduce the approved site plan and architectural renderings of their proposed multi-family project. When both parties arrive at a final design, the developer will present to Council at a public hearing.

- ***Policy LU.3.5. Allow and encourage urban agriculture.***

The completed project will maintain the onsite community garden and be available for all residents to enjoy.

- ***Goal LU.5. Encourage compact development principles to achieve efficiencies and open space preservation.***

The Scattered Site Affordable Housing project is comprised of three city parcels totaling less than 5 acres, all located within the Urban Growth Boundary and serviceable with existing city utility and road infrastructure.

- ***Goal T.1. Improve mobility and access throughout the region.***

These residential units will place residents within walking distance of several bus routes and FUTS paths. The existing street grid in the Sunnyside neighborhood provides walkability and connectivity to the surrounding areas.

- ***Goal T.5. Increase the availability and use of pedestrian infrastructure, including FUTS, as a critical element of a safe and livable community.***

The existing street grid in the Sunnyside neighborhood provides walkability and connectivity to the surrounding areas. Two different FUTS paths are accessible from this site.

- ***Goal T.6. Provide for bicycling as a safe and efficient means of transportation and recreation.***

The units will place residents in a gridded neighborhood street network with designated bike lanes and streets identified as "bike routes." These streets then connect to the citywide Flagstaff Urban Trail System. The unpaved "Sego Lily" FUTS trail leads to recreational trails on McMillan Mesa.

- ***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.***

These units will place residents within a quarter mile of three bus stops.

- ***Goal NH.3. Make available a variety of housing types at different price points, to provide housing opportunity for all economic sectors.***

The units will permanently serve residents earning 80% of the area median income or less. For a single individual, that annual income limit is \$35,200.

- ***Policy NH.3.1. Provide a variety of housing types throughout the City and region, including purchase and rental options, to expand the choices available to meet the financial and lifestyle needs of our diverse population.***

Housing staff prioritized studio, one, and two bedroom units in the RFP to fill a need in the community. The demand for affordable rental units is steep, and rental products can be more easily achieved on smaller city lots.

- ***Policy NH.3.5. Encourage and incentivize affordable housing.***

The RFP is incentivizing the development of affordable housing by offering the use of city land to build the units.

- ***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.***

The MR zoning district was chosen instead of HR in the effort to blend new and existing buildings. The allowable building height of 35' is appropriate given the existing Sunnyside structures. Staff is requiring that the developer conduct a neighborhood meeting(s) to introduce the approved site plan and architectural renderings of their proposed multi-family project. When both parties arrive at a final design, the developer will present to Council at a public hearing.

There are no Regional Plan goals or policies in direct conflict with the proposed affordable housing project.

Analysis of Public Good

Based on the project's conformance with many of the Regional Plan's goals and policies, it can be inferred that the addition of affordable rental housing within one of the City's established neighborhoods enhances the public good, and does not threaten public health, safety, or convenience in a major way.

Concept Plan Analysis

Proposed development on the subject property includes an apartment building(s), adequate parking, landscaping, and incorporation of the existing community garden. The site is relatively flat, with the only major development constraint being the floodplain in the southwestern corner, which encompasses the community garden and additional landscaping area. The concept plan consists of two apartment buildings of eleven units. A one story building is located at the corner of Colanthe and Izabel, and a separate two-story building is located along the lower east side of the property, bordering the community garden. The maximum building height allowed in the MR zone is 35', however, no building elevations are required with this concept zoning application, so actual building heights are not specified. Total lot coverage for the project is 17%, with a maximum allowance of 40% coverage. A minimum of

five and a maximum of eight dwelling units are permitted the property. With the 45% affordable housing density bonus, a total of 11 dwelling units are permitted. The unit breakdown is as follows: two studios, four one-bedrooms, five two-bedrooms. A total of 15 parking spaces is shown in the center of the property, which is the exact number of spaces required for the proposed studio, one- and two-bedroom units.

Primary vehicle access will occur on the Izabel Street side. INSERT TRAFFIC STATEMENT.

A Drainage Impact Analysis (DIA) evaluating the impacts of the proposed development on the existing storm drain system downstream of the site will be provided as part of the Site Plan Submittal. In lieu of the DIA the pre-development versus post-development runoff volume difference for the 100-year storm event can be required to be retained onsite. A preliminary drainage report per Stormwater Management Design Manual will also be provided as part of the site plan submittal.

Public Utilities Analysis

The Utilities Department reviewed the three sites involved in the current Scattered Site Affordable Housing RFP and found that there will be no significant impact to either water or sewer infrastructure offsite as a result of this project. Results of the computer analysis show the fire flow plus maximum day demands analysis for each hydrant in the vicinity of the proposed development are acceptable for residential housing. The computer analysis for the development reveals that flow rates and pressures can be provided with the proposed infrastructure. The results imply that the system satisfies the City's criteria for fire flow and domestic demands in the proposed development areas. The minimum residual pressure adjacent to the development areas is above or equal to the City's Engineering Standards minimum residual pressure of 40 psi for all proposed pipelines. There is adequate capacity and the City of Flagstaff will provide water and sewer service to this site upon acceptance and dedication of all required public improvements. Utilities Department will not require any off-site improvements based on either anticipated water use or sewer discharge from this development.

Community Benefit

It is anticipated that 40-60 affordable residential units will be built as a result of this scattered site affordable housing project. The rentals will be affordable to those at or below 80% of the area median income (AMI), which the local housing market is not offering currently. The City has requested the prioritization of studio and one bedroom units – another void in our community that staff hopes to alleviate with projects such as this.



City of Flagstaff

Technical Memorandum



Date: November 9, 2017
To: City of Flagstaff Housing Staff
From: Jeff Bauman, Traffic Engineer
Re: Transportation Statement for Workforce Housing – East 6th Avenue

Introduction:

As per the City of Flagstaff Zoning Code requirements, a traffic statement is required. According to the Concept Zoning Plan, dated October 3, 2017, the 1700 East 6th Avenue Workforce Housing development includes two (2) studio units, four (4) one-bedroom units, and five (5) two-bedroom units; totaling 11 dwelling units. The proposed workforce housing is considered “Apartments” for the purpose of calculating trip generation. According to the 9th Edition of the ITE Trip Generation Manual, “Apartment” is defined as, “rental dwelling units located within the same building with at least three other dwelling units, for example, quadrplexes and all types of apartment buildings. The studies included in this land use did not identify whether the apartments were low-rise, mid-rise, or high-rise.”

Analysis:

In order to determine the Transportation Impact Analysis (TIA) category, trip generation rates need to be calculated. The trip generation calculations for the 6th Avenue Workforce Housing project are summarized below:

Land Use				AM Distribution		PM Distribution	
	ITE LUC	Quantity	Units	In	Out	In	Out
Apartment	220	11	Dwelling Units	20%	80%	65%	35%

Land Use	ADT		AM Peak Hour			PM Peak Hour				
	Avg. Rate*	Total	Avg. Rate*	In	Out	Total	Avg. Rate*	In	Out	Total
Apartment	6.65	74	0.51	1	5	6	0.62	5	2	7

*equation not used because 11 dwelling units does not fall within cluster

The workforce housing on 6th Avenue is anticipated to generate approximately 74 daily external trips, with approximately six (6) trips occurring during the AM peak hour and seven (7) trips occurring during the PM peak hour. The City of Flagstaff’s Engineering Standards require a Transportation Impact Analysis (TIA) if a new development generates a minimum of 100 trips in the peak hour. Since the estimated peak hour trips for this project is seven (7), this development does not require a TIA.

Another aspect to be considered is the need for additional turn lanes. The proposed site access is located on North Izabel Street, which is classified as a residential local roadway. Since local roadways do not warrant turn lanes, this site driveway has no need for turn lanes.

Conclusion:

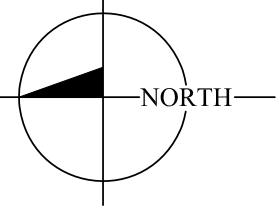
The 6th Avenue Workforce Housing project will add approximately seven (7) trips during the peak hour, since this is less than the minimum 100 trips, this project does not require a Transportation Impact Analysis (TIA). In addition, since Izabel is a local roadway, this location does not warrant new turn lanes.



2: Commercial Project\Site\Concept Zoning.dwg
09/2017 4:50 PM

Site Analysis Plan

1" = 20'-0"



Issue Date
OCTOBER 03, 2017

Preliminary -
Not for
Construction

Revisions
1
2
3
4

Concept Zoning Plan
1700 East 6th Avenue
Flagstaff, Arizona

Project Number
2017.16

Drawing
SITE ANALYSIS

Shapes & Forms
ARCHITECTS, INC.
1823 West Heavenly Court
Flagstaff, Arizona 86001
(928) 213-9626
(928) 255-5537 FAX
www.shapes-forms.com

Sheet

2

Proposed Building Types

100% Affordable Rental Units

Maximum 80% Area Median Income



Apartments / Stacked Flats

- Single level, two story, or two and a half stories
- Generally accessible by street level
- Includes efficiency units
- Accessible for seniors and people with disabilities



Building Form

- Sloped roofs and multiple roof lines
- Articulated structural elements
- Covered porches and prominent entries
- Traditional fenestration
- Scaled to neighborhood pedestrians



Regional Design Character

- Painted lap siding in muted earth tones
- Indigenous stone materials
- Bright colors used for accents only
- Balance of heavier and lighter building materials



Preliminary -
Not for
Construction

Revisions

- 1
- 2
- 3
- 4

Concept Zoning Plan

1700 East 6th Avenue
Flagstaff, Arizona

Project Number

2017.16

Drawing

CONCEPT ZONING

Shapes & Forms

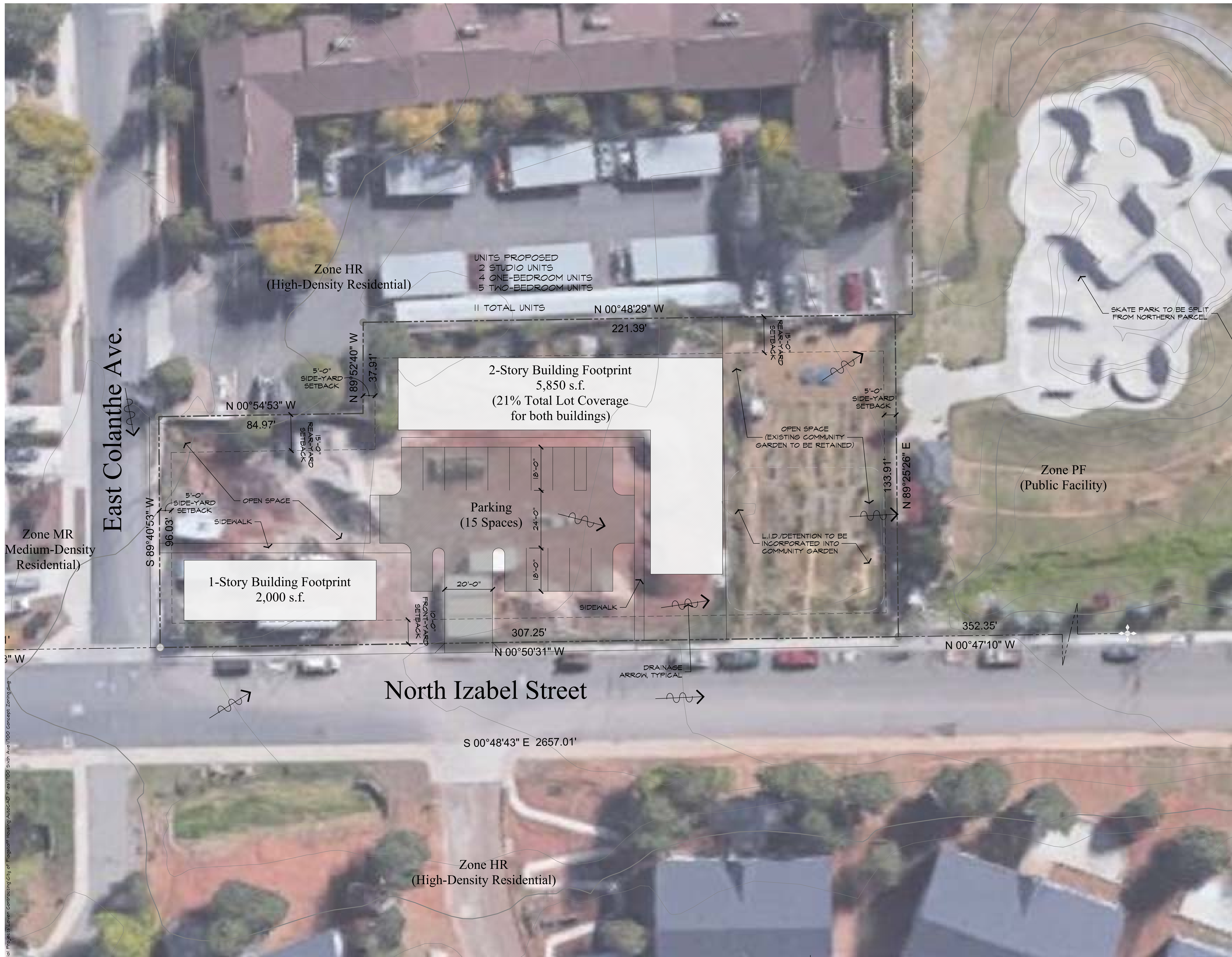
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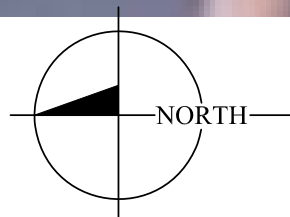
Sheet

1

01 of 02



Concept Zoning Plan

$$1'' = 20'-0''$$


Citizen Participation Report
for 1700 E 6th Avenue

Scattered Site Affordable Housing
Concept Rezoning

Prepared by
City of Flagstaff Housing Section

Submitted November 8, 2017

NEIGHBORHOOD MEETING CERTIFICATION

I, Jennifer Mikelson, the authorized representative of C of Housing, do hereby attest that the neighborhood meeting for Project No. PZ- 17-00195 was noticed and conducted in compliance with Section 10-20.30.060 of the City of Flagstaff Zoning Code, including the following:

- ☒ A Citizen Participation Plan, prepared in accordance with Section 10-20.30.030.C of the City of Flagstaff Zoning Code, was submitted to the City of Flagstaff on 10/4/17 and accepted by the City of Flagstaff on 10/5/17.
- ☒ A list of property owners within 600 feet of the subject properties boundaries was prepared and submitted to the City of Flagstaff as part of the Citizen Participation Plan.
- ☒ Notices of the neighborhood meeting were sent via first class mail on 10/5/17 to all property owners within 600 feet of the subject properties boundaries, to all tenants residing on the subject property, to all Home Owners Associations (HOAs) within 1,000 feet of the subject property, and all persons or groups whose names are listed on the Registry of Persons and Groups.
- ☒ A total of 1 neighborhood meeting notification sign(s) were installed on 10/10/17 at the following location(s):
 - o 1700 E 6th Avenue (empty lot above BMX park)
 - o _____
 - o _____
- ☐ A written summary of the meetings, known as a Citizen Participation Report, was submitted to the City of Flagstaff on 11/8/17.
- ☐ Copies of the Citizen Participation Report were sent via ^{email}~~first class mail~~ on 11/2/17 to all person who recorded their names on the neighborhood meeting sign-in sheet.

Authorized Representative of the Applicant

Jennifer Mikelson

Signature:

Jenny Mikelson



City of Flagstaff

October 6, 2017

Dear Neighbor,

The purpose of this letter is to inform you that the City of Flagstaff's Housing Section proposes to file for a Concept Zoning Map Amendment for the undeveloped land directly above the existing BMX Track located at 1700 E 6th Avenue. The intent of the application is to change the existing Public Facilities zoning to the Medium Density Residential zone for an affordable housing project.

To provide interested neighbors an opportunity to review the proposal and to ask questions of staff, a neighborhood meeting will take place **at 5:30 PM on October 23, 2017 in the dance room at the Hal Jensen Community Center**, located at 2403 N Izabel Street, Flagstaff, AZ 86004.

If you are unable to attend or have any questions, staff is happy to discuss the application with you at any time. You may contact Jennifer Mikelson, Housing Analyst at jmikelson@flagstaffaz.gov or (928) 213-2744.

Because you are a property owner within the vicinity of this request, you will be receiving formal notification of the public hearing dates for this application directly from the Community Development Department in the near future. Thank you for your attention to this letter.

Sincerely,

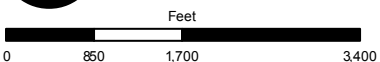
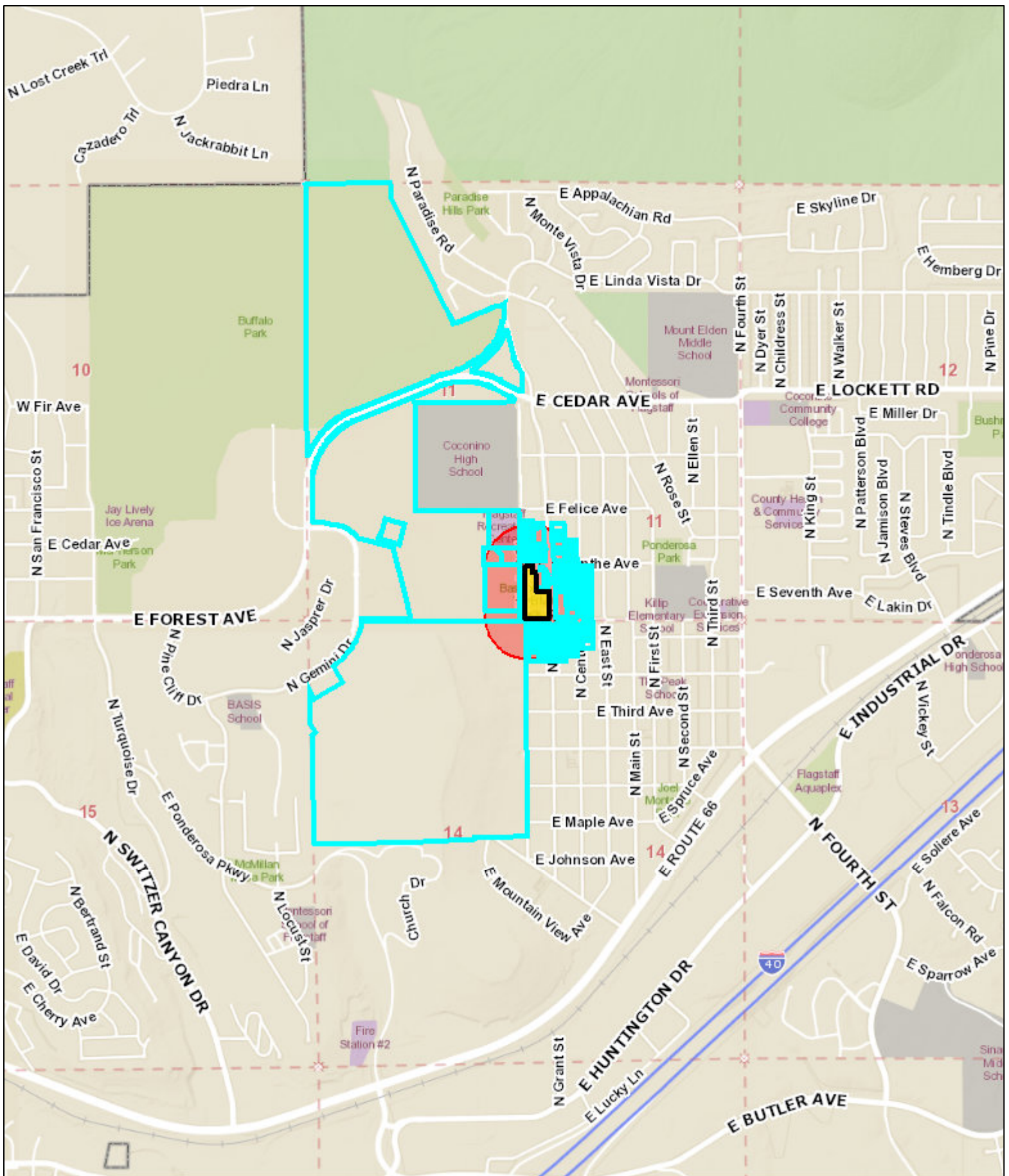
Jennifer Mikelson
Housing Analyst

APN	OWNER NAME	SITUS ADDRESS	SITUS CITY	SITUS ST	SITUS ZIPCD	OWNER ADDRESS	OWNER CITY	OWNER ST	OWNER ZIPCOD
10702134	LANDAVAZO DAVID & BARBARA	2204 N WEST ST	FLAGSTAFF	AZ	86004	8100 FAWN RUN	FLAGSTAFF	AZ	86004
10702133	JOHNSON JAMES R & GAIL E	2206 N WEST ST	FLAGSTAFF	AZ	86004	5500 OAK RANCH RD	FLAGSTAFF	AZ	86004
10702145	SHANTZ GENE & RENATE CPWROS	2201 N WEST ST	FLAGSTAFF	AZ	86004	2700 WOODLANDS VILLAGE BLVD 300-253	FLAGSTAFF	AZ	86001
10702146A	FLORES CECILIA	2205 N WEST ST	FLAGSTAFF	AZ	86004	2205 N WEST STREET	FLAGSTAFF	AZ	86001
10702148	PAHLER MULTI-FAMILY ONE LLC	2213 N WEST ST	FLAGSTAFF	AZ	86004	PO BOX 22486	FLAGSTAFF	AZ	86002
10702150A	ANIX31 2017 EAT LLC	2221 N WEST ST	FLAGSTAFF	AZ	86004	689 E ACORN LANE	FLAGSTAFF	AZ	86001
10702144	PENNIE AND KLEINER GREG FAMILY TRUST DTD 3-11-10	2119 N WEST ST	FLAGSTAFF	AZ	86004	2206 N TWISTED LIMB WAY	FLAGSTAFF	AZ	86004
10702147	MEAD STEPHEN P & JENNIFER R	2209 N WEST ST	FLAGSTAFF	AZ	86004	1500 N AZTEC ST	FLAGSTAFF	AZ	86001
10702149	PAHLER MULTI-FAMILY ONE LLC	2217 N WEST ST	FLAGSTAFF	AZ	86004	PO BOX 22486	FLAGSTAFF	AZ	86002
10702151	PIERCE DOUGLAS & VALERIE CPWROS	1707 E SIXTH AVE	FLAGSTAFF	AZ	86004	2220 N IZABEL ST	FLAGSTAFF	AZ	86004
10911131A	WEST STREET PROPERTIES LLC	2608 N WEST ST	FLAGSTAFF	AZ	86004	PO BOX 23619	FLAGSTAFF	AZ	86002
10911133	WEST STREET PROPERTIES LLC	2608 N	FLAGSTAFF	AZ	86004	PO BOX 23619	FLAGSTAFF	AZ	86002
10911134	SALAZAR MIGUEL M & MARIA S	2520 N WEST ST	FLAGSTAFF	AZ	86004	2520 N WEST ST NO 2	FLAGSTAFF	AZ	86004
10702142A	ADAMS RICHARD C & MYRA JANE REVOCABLE ; LIVING TRUST DTD 2-4-08	2115 N WEST ST	FLAGSTAFF	AZ	86004	322 CANHAM RD	SCOTTS VALLEY	CA	95066
10702143	ODEGAARD VAN A	2117 N WEST ST	FLAGSTAFF	AZ	86004	PO BOX 2984	FLAGSTAFF	AZ	86003
10917008	MASON DARIA	2401 N WEST ST #107	FLAGSTAFF	AZ	86004	PO BOX 864	PINE	AZ	85544
10702137	EATON KEITH A DECEDENT'S TRUST CREATED U/D/T 6-16-95	2114 N WEST ST	FLAGSTAFF	AZ	86004	3317 N MONTE VISTA DR	FLAGSTAFF	AZ	86004
10702135	COLLINS CEJR & MR REVOCABLE LIVING TRUST	2200 N WEST ST	FLAGSTAFF	AZ	86004	11715 N HOMESTEAD LN	FLAGSTAFF	AZ	86004
10702136	EATON KEITH A DECEDENT'S TRUST CREATED U/D/T 6-16-95	2116 N WEST ST	FLAGSTAFF	AZ	86004	3317 N MONTE VISTA DR	FLAGSTAFF	AZ	86004
10911118	LIPTON JOSH	2505 N CENTER ST	FLAGSTAFF	AZ	86004	120 E PHOENIX AVE	FLAGSTAFF	AZ	86001
10911117	HANSON KELLY & LIBERTY A	2503 N CENTER ST	FLAGSTAFF	AZ	86004	1805 W HEAVENLY COURT	FLAGSTAFF	AZ	86001
10911119	LASHER JAMES N & PAMELA E	2519 N CENTER ST	FLAGSTAFF	AZ	86004	2057 W CAMBRIDGE AVE	PHOENIX	AZ	85009
10702172	MONTOYA BENNY & BLANCHE JT	2208 N CENTER ST	FLAGSTAFF	AZ	86004	2208 N CENTER	FLAGSTAFF	AZ	86004
10702173	NORTHERN ARIZONA CHURCH OF CHRIST INC	2202 N	FLAGSTAFF	AZ	86004	PO BOX 3556	FLAGSTAFF	AZ	86003
10702170A	NICHOLS JABARAH L	1905 E SIXTH AVE	FLAGSTAFF	AZ	86004	1905 E SIXTH AVE	FLAGSTAFF	AZ	86004
10917003	NOVACK MARGRIT & ALAN TRUST DTD 4-8-09	2401 N WEST ST #102	FLAGSTAFF	AZ	86004	1626 N PRAIRIE WAY	FLAGSTAFF	AZ	86004
10917005	ALLAR HOLLY L	2401 N WEST ST #104	FLAGSTAFF	AZ	86004	2401 N WEST ST NO 104	FLAGSTAFF	AZ	86004
10917007	FUNK JACQUELINE	2401 N WEST ST #106	FLAGSTAFF	AZ	86004	2401 N WEST ST NO 106	FLAGSTAFF	AZ	86004
10917002	GUERRA JOSEPH E & NELLY J	2401 N WEST ST #101	FLAGSTAFF	AZ	86004	7213 W SOPHIE LANE	LAVEEN	AZ	85339
10917004	SHANKER MATTHEW & LEAH	2401 N WEST ST #103	FLAGSTAFF	AZ	86004	2121 6TH AVE N2005	SEATTLE	WA	98121
10917006	GABBITAS ISAAC W & AMANDA K	2401 N WEST ST #105	FLAGSTAFF	AZ	86004	2401 N WEST ST NO 105	FLAGSTAFF	AZ	86004
10911090	VAGEN LIVING TRUST DTD 7/12/16	2408 N WEST ST	FLAGSTAFF	AZ	86004	PO BOX 1176	FLAGSTAFF	AZ	86002
10911120	ORAVITS INVESTMENT GROUP LLC	2521 N CENTER ST	FLAGSTAFF	AZ	86004	2532 N 4TH ST PMB 118	FLAGSTAFF	AZ	86004
10911116	STEFAN RYAN P & MICHELLE L	2501 N CENTER ST	FLAGSTAFF	AZ	86004	9148 W HASHKNIFE TRL	FLAGSTAFF	AZ	86001
10702155	CAMPOS EDUARDO G & DARLENE M TRUSTEES ; CAMPOS FMLY TR U/A/D 7/1/02	2128 N IZABEL ST	FLAGSTAFF	AZ	86004	4540 S KATHY RD	FLAGSTAFF	AZ	86001
10702154	SOPER TREVOR R & ANNE M	2208 N IZABEL ST	FLAGSTAFF	AZ	86004	2208 N IZABEL ST NO 2	FLAGSTAFF	AZ	86004
10702152C	BAIN GEORGE W	2210 N IZABEL ST	FLAGSTAFF	AZ	86004	145 E ASTRO LANE	FLAGSTAFF	AZ	86001
10702156	LIPPMAN ARROYO S	2124 N IZABEL ST	FLAGSTAFF	AZ	86004	2124 N IZABEL ST	FLAGSTAFF	AZ	86004

APN	OWNER NAME	SITUS ADDRESS	SITUS CITY	SITUS ST	SITUS ZIPCD	OWNER ADDRESS	OWNER CITY	OWNER ST	OWNER ZIPCOD
10702152B	WELCH LUCILLE C TRUSTEE	2214 N IZABEL ST	FLAGSTAFF	AZ	86004	4200 COUNTRY CLUB DR	FLAGSTAFF	AZ	86004
10702157	CHIZHOV YURI & LARISA	2120 N IZABEL ST	FLAGSTAFF	AZ	86004	37 EAGLE ST	MONROE	NY	10950
10702158	KIDZ INVESTMENTS LLC	2112 N IZABEL ST	FLAGSTAFF	AZ	86004	6588 E VAIL DR	FLAGSTAFF	AZ	86004
10911005J	TRIPLE J LIVING TRST U/A DTD 5-4-15	1820 E SIXTH AVE	FLAGSTAFF	AZ	86004	908 WEST MURRAY RD	FLAGSTAFF	AZ	86001
10911003A	SUNNYSIDE BAPTIST CHURCH	2350 N WEST ST	FLAGSTAFF	AZ	86004	2300 N WEST ST	FLAGSTAFF	AZ	86004
10911005D	HOMEOWNERS PRIDE LLC	2315 N CENTER ST	FLAGSTAFF	AZ	86004	12707 N 95TH PLACE	SCOTTSDALE	AZ	85260
10911005K	MELENDEZ FAMILY TRUST DTD 7/11/16	2311 N CENTER ST	FLAGSTAFF	AZ	86004	3040 E MATTERHORN	FLAGSTAFF	AZ	86004
10911005L	FLOOD STEPHEN A & PENNY L	2313 N CENTER ST	FLAGSTAFF	AZ	86004	3450 N PINE DR	FLAGSTAFF	AZ	86004
10911005F	KP PROPERTIES LLC	2309 N CENTER ST	FLAGSTAFF	AZ	86004	7045 SLAYTON RANCH RD	FLAGSTAFF	AZ	86004
10917009	WEBB ERNEST N JR & LINDA A	2401 N WEST ST #108	FLAGSTAFF	AZ	86004	3576 N CAPTAIN COLTON LN	FLAGSTAFF	AZ	86001
10917011	SWAN IVETA A	2401 N WEST ST #110	FLAGSTAFF	AZ	86004	1256 W SAND CANYON DR	CASA GRANDE	AZ	85122
10917010	BARBER STEVEN J	2401 N WEST ST #109	FLAGSTAFF	AZ	86004	513 E COTTONWOOD AVENUE	BOZEMAN	MT	59715
10917012	DOUVILLE JENNIFER	2401 N WEST ST #111	FLAGSTAFF	AZ	86004	2401 N WEST ST NO 111	FLAGSTAFF	AZ	86004
10917013	MALLIE GREGORY J	2401 N WEST ST #112	FLAGSTAFF	AZ	86004	2401 N WEST ST NO 112	FLAGSTAFF	AZ	86004
10911141	CAPITAL INVESTMENT PROPERTIES LLC	2511 N WEST ST	FLAGSTAFF	AZ	86004	2532 N FOURTH ST NO 277	FLAGSTAFF	AZ	86004
10911142	GOMEZ CRUZ P & DOLORES M	2515 N WEST ST	FLAGSTAFF	AZ	86004	2515 N WEST ST	FLAGSTAFF	AZ	86004
10917014	MCCABE BERNICE	2401 N WEST ST #201	FLAGSTAFF	AZ	86004	2401 N WEST ST NO 201	FLAGSTAFF	AZ	86004
10917016	MCALLISTER STEPHEN J & PAULA	2401 N WEST ST #203	FLAGSTAFF	AZ	86004	305 W PINE AVE	FLAGSTAFF	AZ	86004
10917017	MIYAHARA FAMILY TRUST DTD 4-3-04	2401 N WEST ST #204	FLAGSTAFF	AZ	86004	3625 GANGL AVE	PICO RIVERA	CA	90660
10917018	OZMUN JON	2401 N WEST ST #205	FLAGSTAFF	AZ	86004	5271 MT PLEASANT DR	FLAGSTAFF	AZ	86004
10917023	ZIMMERMAN ROBERT	2401 N WEST ST #210	FLAGSTAFF	AZ	86004	2522 W GRANITE PASS RD	PHOENIX	AZ	85085
10917024	LAZOVICH MARC	2401 N WEST ST #211	FLAGSTAFF	AZ	86004	2401 N WEST ST S 211	FLAGSTAFF	AZ	86004
10917021	BLANKENSHIP ANNE MARIE	2401 N WEST ST #208	FLAGSTAFF	AZ	86004	2401 N WEST ST UN 208	FLAGSTAFF	AZ	86004
10917022	JANIS ANTHONY MICHAEL	2401 N WEST ST #209	FLAGSTAFF	AZ	86004	20 VULTEE ROAD	SEDONA	AZ	86351
10917015	HAYES MARK & CAROL HAYES LIVING TRUST UA DTD 4-20-17	2401 N WEST ST #202	FLAGSTAFF	AZ	86004	1546 W BAHIA CT	GILBERT	AZ	85233
10917019	YAMADA LAURA LEI	2401 N WEST ST #206	FLAGSTAFF	AZ	86004	PO BOX 817	FLAGSTAFF	AZ	86002
10917020	MYERS-JONES ANN	2401 N WEST ST #207	FLAGSTAFF	AZ	86004	4321 E ANDERSON DR	PHOENIX	AZ	85032
10917025	QUINHONEIRO MAURICE C & ANGELA M MEULLER	2401 N WEST ST #212	FLAGSTAFF	AZ	86004	8200 N LAURELGLEN BLVD NO 411	BAKERSFIELD	CA	93311
10911140	CAPITAL INVESTMENT PROPERTIES LLC	2507 N WEST ST	FLAGSTAFF	AZ	86004	2532 N FOURTH ST NO 277	FLAGSTAFF	AZ	86004
10911135A	KAVANAGH TRACIE RAE CHILDREN TRUST DTD 2-25-13	2518 N WEST ST	FLAGSTAFF	AZ	86004	310 S BEAVER ST	FLAGSTAFF	AZ	86001
10911139	VALLEN GARY & KIM TRUST DTD 10/9/13	2501 N WEST ST	FLAGSTAFF	AZ	86004	1655 N KITTREDGE RD	FLAGSTAFF	AZ	86001
10911138	CABRERA ROSA MARIE A	2502 N WEST ST	FLAGSTAFF	AZ	86004	2502 N WEST ST	FLAGSTAFF	AZ	86004
10911068	TACHIAS ERNEST & ELOISE JT	2412 N CENTER ST	FLAGSTAFF	AZ	86004	2412 N CENTER ST	FLAGSTAFF	AZ	86004
10911074	MILLER CLAYTON	2314 N CENTER ST	FLAGSTAFF	AZ	86004	2314 N CENTER ST	FLAGSTAFF	AZ	86004
10911071	MCGILL JOHN M & ELISABETH R	2400 N CENTER ST	FLAGSTAFF	AZ	86004	2400 N CENTER ST	FLAGSTAFF	AZ	86004
10911066	SCHAEFFER ELIZABETH JEAN	2420 N CENTER ST	FLAGSTAFF	AZ	86004	2420 N CENTER ST	FLAGSTAFF	AZ	86004
10911069	TACHIAS ERNESTO & ELOISA JT	2406 N CENTER ST	FLAGSTAFF	AZ	86004	2412 N CENTER ST	FLAGSTAFF	AZ	86004
10911070	SMITH EDDIE A & GABIE A CO-TRUSTEES ; SMITH EA & GA RVCBL LIV TR DTD 12/14/04	2404 N CENTER ST	FLAGSTAFF	AZ	86004	2404 N CENTER ST	FLAGSTAFF	AZ	86004

APN	OWNER NAME	SITUS ADDRESS	SITUS CITY	SITUS ST	SITUS ZIPCD	OWNER ADDRESS	OWNER CITY	OWNER ST	OWNER ZIPCOD
10911076B	LUCCHITTA IVO & BAERBEL K JT	1900 E SIXTH AVE	FLAGSTAFF	AZ	86004	6969 W SNOWBOWL VIEW CIR	FLAGSTAFF	AZ	86001
10911076C	LUCCHITTA IVO & BAERBEL K JT	1900 E SIXTH AVE	FLAGSTAFF	AZ	86004	6969 W SNOWBOWL VIEW CIR	FLAGSTAFF	AZ	86001
10911067	TRATHNIGG ROBERT W & HEIDI K	2416 N CENTER ST	FLAGSTAFF	AZ	86004	2030 S ASH LN	FLAGSTAFF	AZ	86004
10911079	CANYON MEADOWS LLC	2409 N CENTER ST	FLAGSTAFF	AZ	86004	PO BOX 1812	FLAGSTAFF	AZ	86002
10911072	LOOF DAVID	2322 N CENTER ST	FLAGSTAFF	AZ	86004	2322 N CENTER ST	FLAGSTAFF	AZ	86004
10911073	MONTOYA RAYMOND S	2318 N CENTER ST	FLAGSTAFF	AZ	86004	1716 W ST MORITZ LN	PHOENIX	AZ	85023
10911075	PLASSMAN MARK S TRUST U/A DTD 7-19-11	2310 N CENTER ST	FLAGSTAFF	AZ	86004	8585 ARROYO TRL	FLAGSTAFF	AZ	86004
10911077	BENALLY PRINCESS D	2403 N CENTER ST	FLAGSTAFF	AZ	86004	2403 N CENTER ST	FLAGSTAFF	AZ	86004
10911080	ASPEN MEADOWS LLC	2411 N CENTER ST	FLAGSTAFF	AZ	86004	4521 S LANCE RD	FLAGSTAFF	AZ	86001
10911083	REYES RALPH J & MELBA B JT	2421 N CENTER ST	FLAGSTAFF	AZ	86004	2421 N CENTER ST	FLAGSTAFF	AZ	86004
10911087	ENTRUST AZ LLC FBO MAJID MAHDAVI-NEJAD IRA #10579	2412 N WEST ST	FLAGSTAFF	AZ	86004	6998 W MURIEL DR	GLENDALE	AZ	85308
10911078	KELLERUP FRIDOLF H & LINDA A	2405 N CENTER ST	FLAGSTAFF	AZ	86004	2617 PAJARIOT MEADOWS SW	ALBUQUERQUE	NM	87105
10911081	STENDEL ARTHUR E	2417 N CENTER ST	FLAGSTAFF	AZ	86004	2417 N CENTER ST	FLAGSTAFF	AZ	86004
10911082	REYES RALPH J & MELBA B JT	1821 E	FLAGSTAFF	AZ	86004	2421 N CENTER ST	FLAGSTAFF	AZ	86004
10911085	DOLLERSCHELL ARLYS	2420 N	FLAGSTAFF	AZ	86004	200 S LEROUX	FLAGSTAFF	AZ	86001
10911086	DOLLERSCHELL ARLYS	2420 N WEST ST	FLAGSTAFF	AZ	86004	200 S LEROUX NO 101	FLAGSTAFF	AZ	86001
10902001M	CEDAR CREST/ FLAGSTAFF LP	2251 N IZABEL ST	FLAGSTAFF	AZ	86004	4745 N 7TH ST STE 110	PHOENIX	AZ	85014
10902003D	HOUSING SOLUTIONS OF NORTHERN ARIZONA INC	2303 N IZABEL ST	FLAGSTAFF	AZ	86004	PO BOX 30134	FLAGSTAFF	AZ	86003
10902003E	HOUSING SOLUTIONS OF NORTHERN ARIZONA INC	N	FLAGSTAFF	AZ	86004	PO BOX 30134	FLAGSTAFF	AZ	86003
10911089	VAGEN LIVING TRUST DTD 7/12/16	2408 N WEST ST	FLAGSTAFF	AZ	86004	PO BOX 1176	FLAGSTAFF	AZ	86002
10911088	VISOCKIS PETER J & VADA S	2410 N WEST ST	FLAGSTAFF	AZ	86004	3319 N ESTATES ST	FLAGSTAFF	AZ	86001
10911146A	ARIZONA CENTRAL CREDIT UNION	2521 N WEST ST	FLAGSTAFF	AZ	86004	PO BOX 11650	PHOENIX	AZ	85061
10911147	SCHROEDER KURT	2609 N WEST ST	FLAGSTAFF	AZ	86004	1950 N CRESCENT	FLAGSTAFF	AZ	86001
10702125	LUNA FERN RVCBL TR DTD 5-28-2001	2209 N CENTER ST	FLAGSTAFF	AZ	86004	23312 N 70TH LANE	GLENDALE	AZ	85310
10702126	LOPEZ MARK L ; LOPEZ LOUIE A	2213 N CENTER ST	FLAGSTAFF	AZ	86004	2213 N CENTER ST	FLAGSTAFF	AZ	86004
10702127	DELGADILLO AUGUSTINE	2221 1/2 N CENTER ST	FLAGSTAFF	AZ	86004	2221 1/2 N CENTER ST	FLAGSTAFF	AZ	86004
10702131	WILLINGHAM MICHAEL JASON	2212 N WEST ST	FLAGSTAFF	AZ	86004	4210 E SHEENA DR	PHOENIX	AZ	85032
10702124B	MARTINEZ ANTHONY	2205 N CENTER ST	FLAGSTAFF	AZ	86004	2205 N CENTER ST	FLAGSTAFF	AZ	86004
10702129B	SUNNYSIDE INVESTMENT COMPANY LLC	2220 N WEST ST	FLAGSTAFF	AZ	86004	2287 N FREMONT BLVD	FLAGSTAFF	AZ	86001
10702124A	EGAN DANIEL G	2201 N CENTER ST	FLAGSTAFF	AZ	86004	3575 N SCHEVENE NO 1	FLAGSTAFF	AZ	86004
10702122	PAGE FAMILY PROPERTIES LLC	2113 N CENTER ST	FLAGSTAFF	AZ	86004	627 W HAVASUPAI RD	FLAGSTAFF	AZ	86001
10702123	TRIPLE J LIVING TRST U/A DTD 5-4-15	2121 N CENTER ST	FLAGSTAFF	AZ	86004	908 WEST MURRAY RD	FLAGSTAFF	AZ	86001
10702128A	DELGADILLO AUGUSTINE	2221 N CENTER ST	FLAGSTAFF	AZ	86004	2221 1/2 N CENTER ST	FLAGSTAFF	AZ	86004
10702132	RICKETT KENNETH R	2208 N WEST ST	FLAGSTAFF	AZ	86004	2625 N KING ST	FLAGSTAFF	AZ	86004
10702171B	MCKENZIE DAVID & DEBRA REVOCABLE TRUST DTD 5-8-08	2212 N CENTER ST	FLAGSTAFF	AZ	86004	9780 HIDDENWATERS LN	VICTOR	ID	83455
10702171A	MCKENZIE DAVID & DEBRA REVOCABLE TRUST DTD 5-8-08	2216 N CENTER ST	FLAGSTAFF	AZ	86004	9780 HIDDENWATERS LN	VICTOR	ID	83455
10911166	CITY OF FLAGSTAFF	1708 E COLANTHE AVE	FLAGSTAFF	AZ	86004	1708 E COLANTHE AVE	FLAGSTAFF	AZ	86001

APN	OWNER NAME	SITUS ADDRESS	SITUS CITY	SITUS STA	SITUS ZIPCD	OWNER ADDRESS	OWNER CITY	OWNER ST	OWNER ZIPCOD
10911159	FLAGSTAFF CITY OF	2342 N IZABEL ST	FLAGSTAFF	AZ	86004	2342 N IZABEL ST	FLAGSTAFF	AZ	86004
10911158	FLAGSTAFF CITY OF	2358 N IZABEL ST	FLAGSTAFF	AZ	86004	2358 N IZABEL ST	FLAGSTAFF	AZ	86004
10911163	FLAGSTAFF CITY OF	2310 N IZABEL ST	FLAGSTAFF	AZ	86004	2310 N IZABEL ST	FLAGSTAFF	AZ	86004
10911156	FLAGSTAFF CITY OF	2366 N IZABEL ST	FLAGSTAFF	AZ	86004	2366 N IZABEL ST	FLAGSTAFF	AZ	86004
10911162	FLAGSTAFF CITY OF	2302 N IZABEL ST	FLAGSTAFF	AZ	86004	2302 N IZABEL ST	FLAGSTAFF	AZ	86004
10911167	FLAGSTAFF CITY OF	1716 E COLANTHE AVE	FLAGSTAFF	AZ	86004	1716 E COLANTHE AVE	FLAGSTAFF	AZ	86004
10911157	FLAGSTAFF CITY OF	2350 N IZABEL ST	FLAGSTAFF	AZ	86004	2350 N IZABEL ST	FLAGSTAFF	AZ	86004
10911160	FLAGSTAFF CITY OF	2334 N IZABEL ST	FLAGSTAFF	AZ	86004	2334 N IZABEL ST	FLAGSTAFF	AZ	86004
10911161	FLAGSTAFF CITY OF	2326 N IZABEL ST	FLAGSTAFF	AZ	86004	2326 N IZABEL ST	FLAGSTAFF	AZ	86004
10911164	FLAGSTAFF CITY OF	2318 N IZABEL ST	FLAGSTAFF	AZ	86004	2318 N IZABEL ST	FLAGSTAFF	AZ	86004
10911155	FLAGSTAFF CITY OF	2374 N IZABEL ST	FLAGSTAFF	AZ	86004	2374 N IZABEL ST	FLAGSTAFF	AZ	86004
10911165	FLAGSTAFF CITY OF	1700 E COLANTHE AVE	FLAGSTAFF	AZ	86004	1700 E COLANTHE AVE	FLAGSTAFF	AZ	86001
10702130A	SUNNYSIDE INVESTMENT COMPANY LLC	2214 N WEST ST	FLAGSTAFF	AZ	86004	2287 N FREMONT BLVD	FLAGSTAFF	AZ	86001
10911137B	TEAM RENTALS LLC	2508 N WEST ST	FLAGSTAFF	AZ	86004	7899 N HWY 89	FLAGSTAFF	AZ	86004
	CITY OF FLAGSTAFF					211 W ASPEN AVE	FLAGSTAFF	AZ	86001
	FRIENDS OF FLAGSTAFF'S FUTURE					PO BOX 23462	FLAGSTAFF	AZ	86002
	NORTHERN ARIZONA BUILDING ASSOCIATION					1500 EAST CEDAR AVENUE, SUITE 86	FLAGSTAFF	AZ	86004
	NORTHERN ARIZONA ASSOCIATION OF REALTORS					1515 EAST CEDAR AVENUE, SUITE C-4	FLAGSTAFF	AZ	86004
	TISH BOGAN-OZMUN					5271 MT. PLEASANT DRIVE	FLAGSTAFF	AZ	86004
	MARILYN WEISSMAN					1055 EAST APPLE WAY	FLAGSTAFF	AZ	86001
	MAURY HERMAN, COAST & MOUNTAIN PROPERTIES					3 NORTH LEROUX STREET	FLAGSTAFF	AZ	86001
	NAT WHITE					1120 NORTH ROCKRIDGE ROAD	FLAGSTAFF	AZ	86001
	CHARLIE SILVER					720 WEST ASPEN AVENUE	FLAGSTAFF	AZ	86001
	BETSY MCKELLAR					330 S ASH LANE	FLAGSTAFF	AZ	86004



600' Buffer Map

September 25, 2017

THIS MAP WAS GENERATED BY THE COCONINO COUNTY WEB MAP APPLICATION.
IT IS FOR GENERAL PUPOSES ONLY. NO WARRANTY OF ACCURACY IS GIVEN OR IMPLIED.



★SIGN-IN SHEET★

Scattered Site Affordable Housing Concept Rezoning Neighborhood Meeting 23-Oct-17

	NAME:	EMAIL:	PHONE:
1	Devonna McLaughlin	devonna.m@housingaz.org	(928) 214-7456
2	LAURA YAMADA	808.LAURA@GMAIL.COM	
3	ALAN NOVACIC	MANAGERT.NOVACIC@YAHOO.COM	
4	Bryan Burt	B.Burt@NAZMS@.COM	928-556-0552
5	MIKE COVON	N/4	928-774-9040
6	Justyna Costa	jcosta@flagstaffaz.gov	928 213 2746
7	Doug Pierce	twopceasheped2010@hotmail.com	928-350-4711
8			
9			
10			
11			
12			



NOTICE OF NEIGHBORHOOD MEETING

MONDAY, OCTOBER 23, 2017

5:30 PM

HAL JENSEN RECREATION CENTER

The City of Elgin is holding an informational neighborhood meeting regarding the rezoning of this property, located at 1700 E. 6th Ave. from Public Facility to Medium Density Residential for an affordable housing project. At this meeting, City staff will discuss a concept plan and will gather public input.



If you cannot attend the meeting, please contact the City of Elgin at (908) 233-1234 for more information.

If you have questions, please contact the City of Elgin at (908) 233-1234.

3:40 PM

October 10th, 2017.

Citizen Participation Report

Methods to keep the Planning Director informed

As a part of the application process, The Housing Section is submitting a final report summarizing the public involvement process. This report includes the following information:

- Certification, on a form established by the Planning Director, that the meeting was noticed and conducted in compliance with the requirements of Section 10-20.30.060 of the Flagstaff Zoning Code.
- Details of the techniques the Applicant used to involve the public, including:
 1. Date and location of the neighborhood meetings;
 2. Copies of the letters and other correspondence, including dates and number of mailings or deliveries;
 3. A copy of the mailing list and a summary of where residents, property owners, and other affected parties receiving notices were located;
 4. The number and names of the people that participated in the process based on the sign-in sheet for the meeting; and
 5. A dated photograph of the notification sign installed in compliance with Section 10-20.30.060 Subsection D5 of the Flagstaff Zoning Code.
- A summary of concerns, issues, and problems expressed during the neighborhood meetings, including:
 1. The substance of the concerns, issues, and problems; and
 2. The City's response to the comments received at the neighborhood meeting. If public comments or suggestions are not included in future submittal documents, an explanation of why they were not included will be provided.

Citizen Participation Report

The neighborhood meeting for the concept rezoning of 1700 E 6th Avenue was held Monday, October 23, 2017 at 5:30 PM at the Hal Jensen Recreation Center, 2304 N Izabel St.

A summary of the concerns raised and City staff response is as follows.

- There were broad questions about the Concept Rezoning process and the Low Income Housing Tax Credit (LIHTC) funding deadlines, which staff clarified.
- The primary concern raised at the neighborhood meeting was parking. It was believed by a neighboring property manager that providing the required 15 parking spots will not be sufficient and that overflow parking would likely occur on his property.
- There was a comment that the concept plan is not reflective of reality.
- Staff stated that the parking concerns would be relayed to the developer when they submit for site plan review.
- There was a question about the skate park being split from the overall parcel.
- Staff answered that there is likely going to be a lot split putting the apartments and the park on separate parcels.
- There was a suggestion to just make the project smaller so parking would be less of a problem.
- Staff questioned if the city's parking requirements weren't sufficient and is this project unique enough that more than code should be applied.
- A comment that perhaps the city's zoning code is wrong.
- Someone asked if the project included more studios and one bedroom units if the 15 spaces would be enough. It was agreed that it might make a little difference, but even the studios at the neighboring property are occupied by couples with two vehicles. Perhaps if the project were all seniors the 15 spaces would be enough.
- It was stated that the economic viability of the project is impacted by decreasing units and increasing parking area.
- There is a wish that the community garden be improved or use the garden area for parking.
- Staff said parking cannot occur in the floodway, but perhaps there are alternative configurations for the garden and parking areas.
- Residents in neighboring complex use the garden, but there is overall unhappiness about the state of the garden, that is why a fence was put up between the adjacent parcel and the subject property.
- City staff provided clarification on income qualification and intended populations for the units, and who determines length of affordability.
- Staff clarified the city rezoning timeline versus the LIHTC funding timelines, that construction is contingent on funding from the state and that a developer would have 24 months to complete construction.

Meeting ended at 6:14 PM.

No written comments were submitted at the neighborhood meeting for 1700 E 6th Avenue.

Jennifer Mikelson

From: Jennifer Mikelson
Sent: Thursday, November 02, 2017 2:21 PM
To: 'Devonna McLaughlin'
Subject: RE: Neighborhood Meeting Notes from 10.23.17

Thank you for your attendance and comments Devonna!

From: Devonna McLaughlin [mailto:devonnam@housingnaz.org]
Sent: Thursday, November 02, 2017 12:46 PM
To: Jennifer Mikelson <JMikelson@flagstaffaz.gov>
Subject: RE: Neighborhood Meeting Notes from 10.23.17

Thanks Jennifer, for the opportunity to provide written comments on the proposed re-zoning of City-owned property, located at 1700 E. 6th Ave.

I was in attendance at the public meeting, but did not choose, at that time, to speak. I know neighbors in the room expressed concerns about the proposed parking on the site, which is proposed to provide units of affordable, rental housing to low-income households. While I understand the sensitivity our community has regarding adequate parking, I hope the parking discussion does not derail the re-zoning or the project, in general. Simply put, our community needs affordable housing. The re-zoning of this property to medium density residential is a critical first-step and I wholeheartedly support the proposed re-zoning, as additional low-income families (and individuals) will access decent housing. Thanks to the City for its efforts to increase the supply of guaranteed affordable housing.

Sincerely,

Devonna McLaughlin | Executive Director
Housing Solutions of Northern Arizona
1000 N. 1st St. | Flagstaff, AZ 86001 | 928.771.1700 | devonnam@housingnaz.org
Connect with us! | Facebook | Website | Twitter | Instagram



From: Jennifer Mikelson [mailto:JMikelson@flagstaffaz.gov]
Sent: Thursday, November 02, 2017 10:58 AM
To: Jennifer Mikelson
Subject: Neighborhood Meeting Notes from 10.23.17

Hello,

I have attached for your review a report of the neighborhood meeting held for the concept rezoning of the City parcel located at 1700 E 6th Avenue. Please let me know if the meeting notes do not capture the content of the meeting, or if I can answer any other questions. If you would like to provide a written comment to be included in the public hearing staff reports, you can submit them to me up until Friday, November 17. If you are a property owner residing within 600' of the subject parcel, please anticipate another letter detailing the public hearing process for this concept rezoning case.

Thank you for your participation in this first step of our Scattered Site Affordable Housing project.

Jennifer



Jennifer Mikelson

Housing Analyst | City of Flagstaff | 928.213.2744

Jennifer Mikelson

From: C Corbin <cc837@nau.edu>
Sent: Tuesday, October 17, 2017 11:11 AM
To: Jennifer Mikelson; McKenzie Jones
Subject: Re: bmx lot

Jennifer,

Thank you for the response and for the information. I appreciate your inclusion and protection of the gardens.

I will follow up with McKenzie as well to express my gratitude for the garden on Izabel St. and interest in seeing it continue!

Thank you both,

Cara Corbin
MA, Sustainable Communities
479-871-3999 cell

On Tue, Oct 17, 2017 at 10:48 AM, Jennifer Mikelson <JMikelson@flagstaffaz.gov> wrote:

Hi Cara-

Thank you for getting in touch, I'm glad to hear the garden is well loved by your family! The developer is required to keep the community garden on the site. They are permitted to relocate it around the new buildings or parking areas if necessary, but the City anticipates it will remain in the same location. Housing staff will be coordinating with the City's Sustainability Section during the design process, so you can also contact them about programming or any future plans for the garden. Sustainability contact is McKenzie Jones mjones@flagstaffaz.gov.

Have a great day,

Jennifer



Jennifer Mikelson

From: C Corbin [mailto:cc837@nau.edu]
Sent: Monday, October 16, 2017 3:33 PM
To: Jennifer Mikelson <JMikelson@flagstaffaz.gov>
Subject: bmx lot

Hi Jennifer,

I got your letter about the empty lot by the BMX park on Izabel St.

I would like to voice support for keeping the Izabel St. Community Garden.

Please let me know if there is another or better way to share this. I own a home on Izabel St. and my kids and I would love to continue gardening there.

Thank you,

Cara Corbin

MA, Sustainable Communities

[479-871-3999](tel:479-871-3999) cell

Scattered Site Affordable Housing Concept Rezoning
Record of Public Correspondence

Phone Call Tracking as of November 6, 2017

1. Pete Nicholson, (928) 526-246
Left message 10/9/17, called back 10/17/17

Needed general clarification of what the notice was regarding and how it may affect his rentals in the neighborhood. He said he couldn't attend the neighborhood meeting, but said he was supportive of the project.

2. Tony Jennis, (928) 380-7063
Left message 10/10/17, called back 10/17/17

Needed general clarification of what the notice was regarding and what the plans for the parcel were. He wanted to be sure there was no further action required on his part. He couldn't attend the neighborhood meeting but said he was supportive of the project.

3. Rick Lopez, (928) 600-1949
Called 10/20/17

Wanted to verify which parcel on West Street was being developed. He asked for an update about the Scattered Site Affordable Housing RFP.

4. Adrienne & Lawrence Wasserman, wassermanadrienne@gmail.com, (928) 774-3654
Left message 10/25/17, called again 10/26/17

They live above the West street location on Appalachian. She and her husband can't make it to the meeting but would like more information about the proposed project. Will send her an email including the concept plan and project narrative.

5. Michael Cerise, (928) 699-7211, mikesouris@aol.com
Called 11/6/17

As the primary property owner of the Safeway shopping center, he wanted to convey a few comments. First, he wasn't notified until the morning of Monday November 6, by a concerned resident. He provided his correct mailing address so that he would receive the upcoming public hearing notice. Second, he was under the impression the subject property was zoned as public land open space and has an old map indicating such. Third, he is concerned that the complex will be under parked and tenants will use his parking lot. He was notified that written comments are encouraged for the upcoming public hearings if he can't attend, and gave his email address so that staff could send him the concept plan and neighborhood meeting notes.

NOTICE OF PUBLIC HEARINGS

NOTICE IS HEREBY GIVEN that the Flagstaff Planning and Zoning Commission will hold a Public Hearing on Thursday, November 30, 2017, at 4:00 p.m. and the Flagstaff City Council will hold a Public Hearing on Tuesday, December 19, 2017, at 6:00 p.m. to consider the following:

A. Explanation of Matters to be considered:

1. A proposed amendment to the official City of Flagstaff zoning map to rezone 0.86 acres from Public Facility (PF) to Medium Density Residential (MR) for the purpose of multi-family residential development.

The site currently consists of land owned by the City of Flagstaff at 1700 E Sixth Avenue.

B. General Description of the Affected Area:

Approximately 0.86 acres, Coconino County Assessor's Parcel Number 109-11-151C, situated in the Southeast ¼ of Section 11, Township 21 North, Range 7 East, located at 1700 E Sixth Avenue, City of Flagstaff, Coconino County, Arizona.

The Council hearing for these items may be continued if the Planning and Zoning Commission has not given a recommendation.

Interested parties may file comments in writing regarding the proposed amendment or may appear and be heard at the hearing dates set forth above. Maps and information regarding the proposed amendment are available at the City of Flagstaff, Planning and Development Services Section, 211 West Aspen Avenue, and , and both the City's website at: <http://www.flagstaff.az.gov/> and Facebook page at: <https://www.facebook.com/CityofFlagstaff/>

Unless otherwise posted, all Planning and Zoning Commission and City Council meetings are held in the Council Chambers of City Hall, 211 West Aspen Avenue, Flagstaff, Arizona.

PROPOSED CONCEPT ZONING MAP AMENDMENT

From Public Facility (PF) to Medium Density Residential (MR) for the purpose of multi-family residential development



ADDRESS: 1700 E Sixth Avenue
APN: 109-11-151C
ACRES: Approximately 0.86 Acres
City of Flagstaff
Coconino County

FOR FURTHER INFORMATION CONTACT

Alexandra Pucciarelli
Planning Development Manager
Planning & Development Services
211 West Aspen Avenue
Flagstaff, Arizona 86001

(928) 213-2640
apucciarelli@flagstaffaz.gov

Publish: November 14, 2017



ORDINANCE NO. 2018-04

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, AMENDING THE FLAGSTAFF ZONING MAP TO REZONE APPROXIMATELY 0.86 ACRES OF REAL PROPERTY LOCATED AT 1700 E SIXTH AVENUE, FROM PUBLIC FACILITY ("PF") TO MEDIUM DENSITY RESIDENTIAL ("MR"); PROVIDING FOR SEVERABILITY, AND ESTABLISHING AN EFFECTIVE DATE

RECITALS:

WHEREAS, The City of Flagstaff (the "Applicant"), applied for a Zoning Map Amendment for approximately 0.86 acres of land located at 1700 E Sixth Avenue, Coconino County, Arizona, a legal description of which is provided in Exhibit "A" attached hereto ("the Property"), for the purpose of multi-family residential development; and

WHEREAS, in furtherance of the Applicant's reasons for the rezone, the Applicant has applied to the City of Flagstaff to amend the zoning of the Property from Public Facility (PF) zone to Medium Density Residential (MR) zone for 0.86 acres; and

WHEREAS, the Applicant conducted a neighborhood meeting on October 23, 2017, to discuss the proposed Zoning Map Amendment with the surrounding community, as required by Section 10-20.50.040 of the Flagstaff Zoning Code; and

WHEREAS, the Planning and Zoning Commission has formally considered the present Zoning Map Amendment application following proper notice and a public hearing on November 30, 2017, and has recommended approval of the requested zoning application, subject to the Applicant's compliance with certain conditions set forth below; and

WHEREAS, the Council finds that the Applicant has complied with all application requirements set forth in Chapter 10-20 of the Flagstaff Zoning Code; and

WHEREAS, the staff has recommended approval of the Zoning Map Amendment application, subject to the condition proposed by the Planning and Zoning Commission, as augmented by staff, as set forth below, and the Council has considered the condition and has found the condition to be appropriate for the Property and necessary for the proposed development; and

WHEREAS, the Council has read and considered the staff reports prepared by the Planning Division and all attachments to those reports, the Applicant's application, the narrative provided by the Applicant, and all statements made by the Applicant during the presentation to Council, and the Council finds that the proposed Zoning Map Amendment, subject to the condition set forth below, meets the findings required by Section 10-20.50.040(F)(1)(a) of the Flagstaff Zoning Code.

ENACTMENTS:

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLAGSTAFF AS FOLLOWS:

SECTION 1. The foregoing recitals are incorporated as if fully set forth herein.

SECTION 2. The amendment requested in the application is consistent with and conforms to the goals of the General Plan.

SECTION 3. The amendment requested in the application will not be detrimental to the public interest, health, safety, convenience or welfare of the City and will add to the public good as described in the General Plan.

SECTION 4. The affected site is physically suitable in terms of design, location, shape, size, operating characteristics, and the provision of public and emergency vehicle access and public services and utilities to ensure that the amendment requested in the application will not endanger, jeopardize or otherwise constitute a hazard to the property or improvements in the vicinity in which the property is located.

SECTION 5. The Zoning Map designation for the Property is hereby amended from Public Facility (PF) zone to the Medium Density Residential (MR) zone for approximately 0.86 acres, as depicted in Exhibit "A", through the approval of the application and all other documents attached to the staff summary submitted in support of this ordinance.

SECTION 6. The City is specifically relying on all assertions made by the Applicant, or the applicant's representatives, whether authorized or not, made at the public hearing on the zone change application unless the assertions were withdrawn on the record. Those assertions are hereby incorporated into this ordinance.

SECTION 7. That the Zoning Map Amendment be further conditioned upon the Applicant's satisfaction of the following conditions proposed by the Planning and Zoning Commission, as augmented by staff:

CONDITIONS:

1. The selected developer must hold an additional neighborhood meeting prior to applying for Site Plan review.
2. The Site Plan approved by IDS must also be approved by City Council.

SECTION 8. That City staff is hereby authorized to take such other and further measures and actions as are necessary and appropriate to carry out the terms, provisions and intents of this Ordinance.

SECTION 9. If any section, subsection, sentence, clause, phrase or portion of this ordinance or any part of the code adopted herein by reference is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

SECTION 10. This ordinance shall become effective sixty (60) days following adoption by the City Council.

PASSED AND ADOPTED by the City Council of the City of Flagstaff this 2nd day of January, 2018.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

Exhibit "A"

Legal Description of Property

Exhibit "B"

Legal Description of New Zoning

CITY OF FLAGSTAFF STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Alaxandra Pucciarelli, Planning Development
Manager - AP
Date: 12/28/2017
**Meeting
Date:** 01/02/2018



TITLE:

Consideration and Adoption of Ordinance No. 2018-05: Ordinance of the City Council of the City of Flagstaff amending the Flagstaff Zoning Map to rezone approximately 1.38 acres of real property generally located at 3050 N West Street from Public Facility (PF) to Medium Density Residential (MR) with conditions; providing for severability, and establishing an effective date. ***(3050 N West Street Concept Zoning Map Amendment)***

STAFF RECOMMENDED ACTION:

- 1) Read Ordinance No. 2018-05 by title only for the final time
- 2) City Clerk reads Ordinance No. 2018-05 by title only for the final time (if approved above)
- 3) Adopt Ordinance No. 2018-05

Executive Summary:

A Concept Zoning Map Amendment request from the City of Flagstaff Housing Division for approximately 1.38 acres at 3050 N West Street from Public Facility (PF) zone to Medium Density Residential (MR) zone as directed by City Council for the purpose of developing affordable multi-family housing. Please refer to attached vicinity map.

The Flagstaff Planning and Zoning Commission conducted a public hearing to consider the zoning map amendment request. The Commission voted (6-0) to forward the request with a recommendation of approval with conditions.

Financial Impact:

The Concept Rezoning has no financial impact.

Policy Impact:

The Concept Rezoning has no policy impact.

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

Council Goals:

Support development and increase the inventory of public and private affordable housing for renters and home-owners throughout the community.

Regional Plan:

A complete analysis of the regional plan goals and policies can be found within the attached Planning and Zoning Commission staff report. All relevant goals and policies are included in the project narrative.

Has There Been Previous Council Decision on This:

On July 7 the City Council approved the Housing Section's Request for Proposals for the development of three City owned parcels for multi-family affordable housing. On September 12 the City Council provided direction to staff to pursue a Concept Zoning Map Amendment on two of the three City-owned parcels for the purpose of developing multi-family affordable housing. The Public Hearing and first reading of the ordinance took place at the December 19, 2017, Regular Council Meeting.

Options and Alternatives:

The City Council may approve the ordinance as proposed, approve the ordinance with modified conditions, or deny the ordinance.

Background/History:

The Applicant, the City of Flagstaff Housing Section, on behalf of the property owner, the City of Flagstaff, is requesting a Concept Zoning Map amendment to rezone approximately 1.38 acres from the Public Facility (PF) zone to the Medium Density Residential (MR) zone for the purpose of developing affordable multifamily residential development.

If the property is rezoned, the Housing Section will pursue a process by which an affordable multifamily residential project is delivered by a successful respondent to a Request for Proposals (RFP). The Housing Section put out an RFP for a Scattered Site Affordable Housing development on August 14, 2017. It is anticipated that the successful respondent to the RFP will begin their site planning process as City staff takes the Concept Rezoning cases through the public hearing process.

City staff will require that as part of the developer's Site Plan application, a neighborhood meeting will be held. The Site Plan application will also be required to be approved by the City Council. This will allow the community an opportunity to review the proposed building design, exterior building elevations, parking layout, outdoor lighting, and site landscaping prior to approval. These elements are not required to be part of the concept rezoning process.

Key Considerations:

The Concept Zoning Map Amendment process does not require final site plan, building floor plans, exterior building elevations, final landscaping plans, or exterior lighting plans. This information will be provided as part of the Site Plan Review Application, and once approved by the IDS process, will come before City Council for approval.

Community Benefits and Considerations:

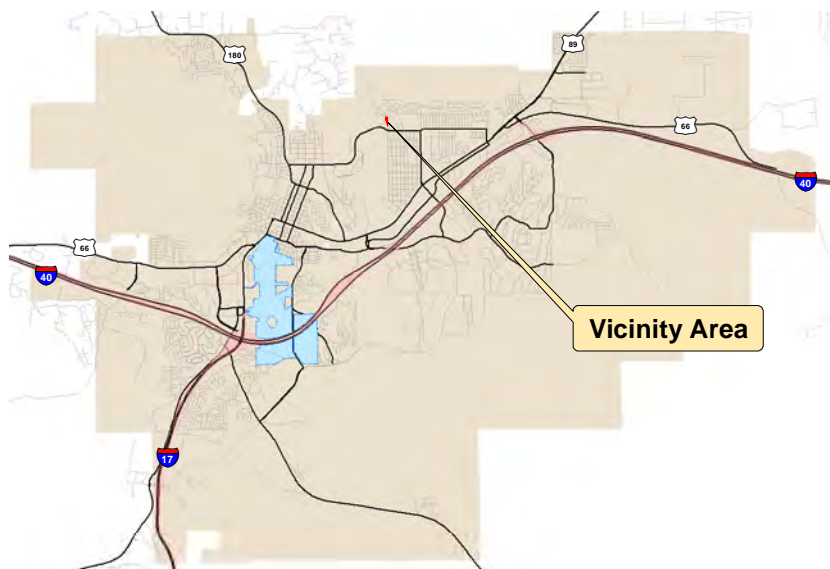
Community benefits and considerations related to this request are addressed in more detail in the attached Planning and Zoning Commission Staff Report, dated November 30, 2017. Rezoning this property provides the community additional affordable housing units.

Community Involvement:

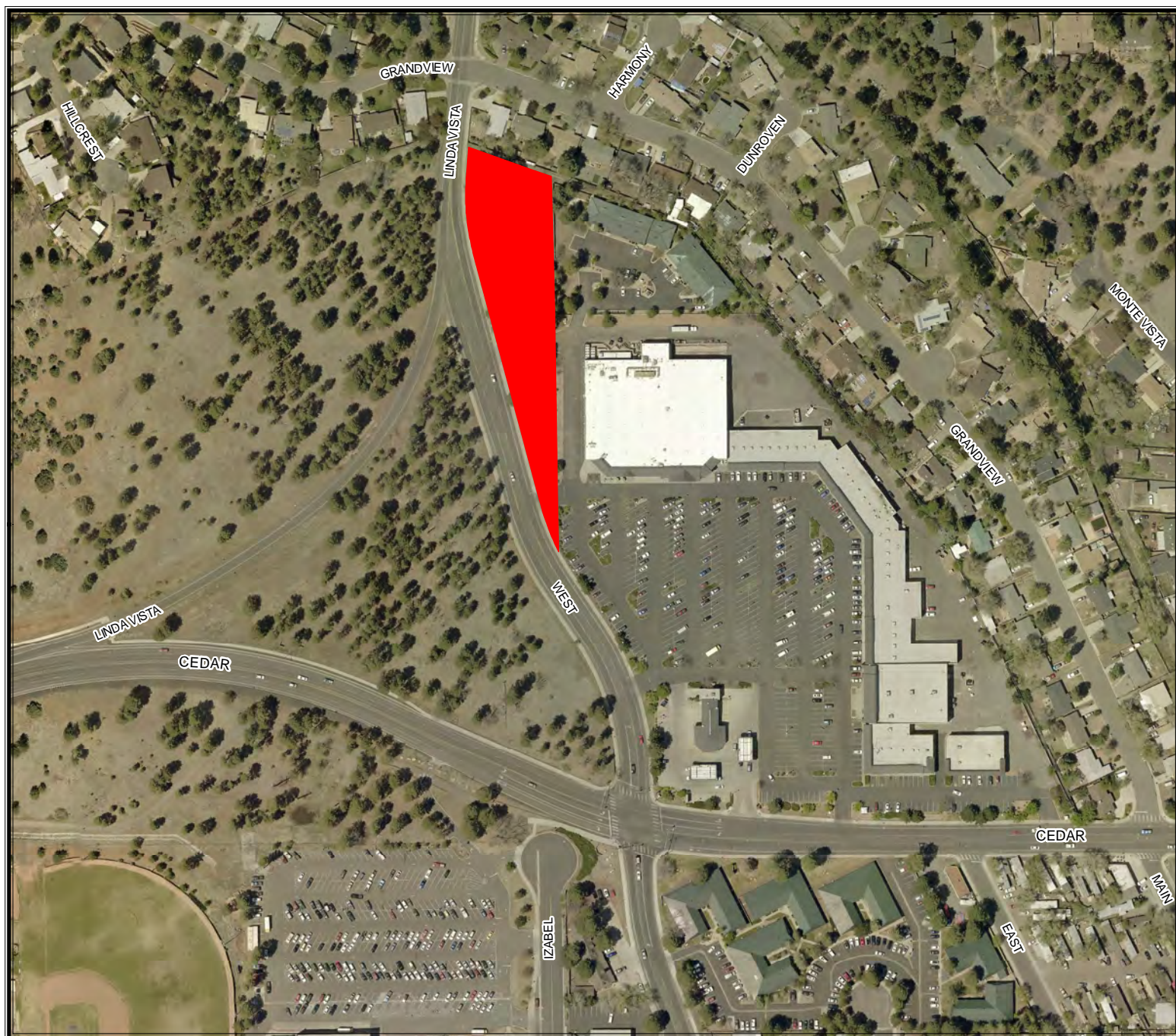
The applicant held a neighborhood meeting in regards to this case. The meeting was held on Thursday, October 26, 2017 at 5:00 pm in the dance room at Hal Jensen Community Center, located at 2403 N Izabel Street. Approximately twenty-seven people from the public attended. The primary concern raised was the desire to keep the parcel as undeveloped, or to develop it as a City park. There were also concerns about the amount of parking proposed being inadequate and complaints concerning the traffic on Linda Vista. It was pointed out that the proposed parking calculation meets City code, and the increase in traffic was due to the construction on Lockett Road. There were also concerns about the height of the building. A Citizen Participation Report was prepared in relation to the comments and concerns presented dated November 8, 2017. The Planning and Zoning Commission held a public meeting on Thursday, November 30, 2017. At the public hearing, six members of the public spoke on the subject case. Two of those that spoke were in favor of the project. Four presented concerns in relation to wanting the property to remain undeveloped, the effects of affordable housing on property values, the proposed development adversely affecting quality of life, increased traffic, increased crime and noise, and inadequate parking.

- (Recommended Action): The City Council may approve the Concept Zoning Map Amendment as recommended by the Planning and Zoning Commission and staff by reading and adopting ordinance No. 2018-05.
- The City Council may approve the Concept Zoning Map Amendment with modified conditions.
- The City Council may deny the Concept Zoning Map Amendment.

- Vicinity Map
- Staff Report
- Application
- Project Narrative
- Transportation Statement
- Context Analysis Map
- Building Types
- Concept Plan
- Citizen Participation Report and Additional Comments
- Public Hearing Legal Advertisements
- Ord. 2018-05



**3100 N. West St.
APN:109-02-001P**



PLANNING AND DEVELOPMENT SERVICES REPORT
ZONING MAP AMENDMENT

PUBLIC HEARING
PZ-17-00194

DATE: **November 14, 2017**
MEETING DATE: **November 30, 2017**
REPORT BY: **Alaxandra Pucciarelli**

REQUEST

A Concept Zoning Map Amendment request from the City of Flagstaff Housing Section, on behalf of the property owner, the City of Flagstaff, to rezone approximately 1.38 acres located at 3050 N West Street from the Public Facility (PF) zone to the Medium Density Residential (MR) zone.

STAFF RECOMMENDATION:

Staff recommends the Planning and Zoning Commission forward the Concept Zoning Map Amendment to the City Council with a recommendation for approval with conditions.

PRESENT LAND USE:

The site consists of approximately 1.38 acres of vacant land, including two access driveways from West Street to the Cedar Safeway Shopping Center, and existing landscaping for the Safeway parking lot.

PROPOSED LAND USE:

Future development is expected to consist of affordable multi-family residential development. The building shown on the concept plan is a two-story building with units consisting of studios, one, and two-bedrooms.

NEIGHBORHOOD DEVELOPMENT:

North: Single-family homes, Single-family Residential (R1) zone
East: Office complex, Suburban Commercial (SC) zone; and the Cedar Safeway Shopping Center, Community Commercial (CC) zone
South: Vacant land, Public Facility (PF) zone
West: Vacant land, Public Facility (PF) zone

REQUIRED FINDINGS:

STAFF REVIEW. An application for a Concept Zoning Map Amendment shall be submitted to the Planning Director and shall be reviewed and a recommendation prepared. The Planning Director's recommendation shall be transmitted to the Planning Commission in the form of a staff report prior to a scheduled public hearing. The recommendation shall set forth whether the Zoning Map Amendment should be granted, granted with conditions to mitigate anticipated impacts caused by the proposed development, or denied; shall include an evaluation of the consistency and conformance of the proposed amendment with the goals of the General Plan and any applicable specific plans; and, a recommendation on the amendment based on the standards of the zones set forth in Section 10-40.20 "Establishment of Zones" of the Zoning Code (Page 40.20-1).

FINDINGS FOR REVIEWING PROPOSED AMENDMENTS. All proposed amendments shall be evaluated as to whether the application is consistent with and conforms to the goals of the General Plan and any applicable specific plans; and the proposed amendment will not be detrimental to the public interest, health, safety, convenience, or welfare of the City of Flagstaff (the "City") and will add to the public good as described in the General Plan; and the affected site is physically

suitable in terms of design, location, shape, size, operating characteristics, and the provision of public and emergency vehicle access, public services, and utilities to ensure that the requested zone designation and the proposed or anticipated uses and/or development will not endanger, jeopardize, or otherwise constitute a hazard to the property or improvements in the vicinity in which the property is located. If the application is not consistent with the General Plan and any other applicable specific plan, the applicable plan must be amended in compliance with the procedures established in Chapter 11-10 of the City Code (Title 11: General Plans and Subdivisions) prior to considering the proposed amendment.

STAFF REVIEW:

Introduction/Background

On September 12, 2017, the City of Flagstaff Housing staff received final direction from City Council to pursue the concept rezoning map amendment process for two city-owned parcels. This request for a Concept Rezoning is the second of the two parcels on the Commission's agenda; the first is the site located at 1700 E Sixth Avenue, the second a site located at 3050 N West Street. The Applicant, the City of Flagstaff Housing Section, on behalf of the property owner, the City of Flagstaff, is requesting a Concept Zoning Map amendment to rezone approximately 1.38 acres from the Public Facility (PF) zone to the Medium Density Residential (MR) zone for the purpose of developing affordable multifamily residential development.

If the property is rezoned, the Housing Section will pursue a process by which an affordable multifamily residential project is delivered by a successful respondent to a Request for Proposals (RFP). The Housing Section put out an RFP for a Scattered Site Affordable Housing development on August 14, 2017. It is anticipated that the successful respondent to the RFP will begin their site planning process as City staff takes the Concept Rezoning cases through the public hearing process. City staff will require that as part of the developer's Site Plan application, a neighborhood meeting will be required. The Site Plan application will also be required to be approved by the City Council. This will allow the community an opportunity to review the proposed building design, exterior building elevations, parking layout, outdoor lighting, and site landscaping prior to approval. These elements are not required to be part of the concept rezoning process.

Proposed Development Concept Plans

Proposed development on the subject property includes an apartment building, required parking, and landscaping. The site is relatively flat, with two existing access easements across the bottom third of the parcel. The concept plan shows a two story building with eighteen units located along the west edge of the property. The on-site parking is located along the east side of the property. The parcel is not currently in the Resource Protection Overlay (RPO) zone, however staff would like to require the developer to meet the tree resource protection standards of the RPO. The concept plan shows the proposed development located to the south of the developable area to preserve the existing Ponderosa Pine trees to the north.

General Plan – Flagstaff Regional Plan (FRP 2030)

Amending the Zoning Map from Public Facility (PF) to Medium Density Residential (MR) at this location conforms to the Regional Plan's Future Growth Illustration. The subject parcel is located within a neighborhood suburban activity center (S2), an area largely covered by the 'suburban' area type. The Regional Plan's table of suburban activity center characteristics identifies a "residential only" density range of 6-10 units per acre, which is in line with the MR zone density range. The desired mix of uses within the pedestrian shed of the activity center include "higher density residential and live-work units". The subject parcel is relatively small and located in the pedestrian shed of the S2 activity center.

The proposed rezoning of City owned property to allow for the construction of affordable rentals supports several Regional Plan goals and policies, listed in the attached Project Narrative. The West Street parcel is located within the Urban Growth

Boundary and is serviceable with existing utility and transportation infrastructure. The area is an established neighborhood with connectivity to employment and services located along the Cedar Avenue corridor, including the Cedar Safeway Shopping Center. The proposed housing units will be within walking distance of several bus routes, FUTS paths, and will have access to existing bike paths and sidewalks.

Zoning – City of Flagstaff Zoning Code

If the Zoning Map Amendment request is approved, approximately 1.38 acres will be rezoned to the Medium Density Residential (MR) zone. The proposed residential development, as shown on the concept plan, is considered a permitted use in the MR zone. Based on the Flagstaff Zoning Code (Sections 10-40.30.030 and 10-40.30.060) various residential uses are allowed as indicated in the following table.

Comparative Examples of Allowed Residential Uses	
Existing PF Zone	Proposed MR Zone
Congregate Care Facilities – P Employee Housing – P Institutional Residential - UP Homeless Shelters Nursing Homes	Congregate Care Facilities – P Home Daycare – P Duplex – P Multi-Family Dwelling – P Planned Residential Development – P Institutional Residential - UP Homeless Shelters Nursing Homes
P	UP
Permitted Use	Conditional Use Permit Required

Site Planning Standards. In accordance with Section 10-30.60.030 of the Zoning Code (page 30.60-2), the applicant conducted a site analysis, a copy of which is attached to this report, that considers the topography of the site, solar orientation, existing/native vegetation types, view corridors, climate, subsurface conditions, drainage swales and stream corridor, and the built environment and land use context. The findings of the site analysis have been used to inform the proposed concept plan.

Resource Protection. The subject property is not located within the Resource Protection Overlay (RPO) zone as defined by Section 10-50.90.020.A of the Zoning Code (Page 50.90-2). However, the site has many mature Ponderosa Pine trees. Staff suggests that a condition of approval be compliance with the tree resource protection standards. The Concept plan shows the preservation of existing trees at the north end of the property.

Open Space. The Zoning Code requires residential developments in the MR zone to provide a minimum of 15% of the total site as open space. This space may include active and passive recreation uses, landscape areas, and community gardens. Based on the 1.38 acre site area, a minimum of 9,017 square feet of open space is required.

Building Form and Architectural Design Standards. “Scale” refers to similar or harmonious proportions, overall height, and width, the visual intensity of the development, and the building massing. The proposed development consists of a single two story structure appropriate to the neighborhood suburban activity center. Architectural design standards will be reviewed at the time of site plan approval. The developer will be required to hold an additional neighborhood meeting, and receive City Council approval at that stage of the design process. Staff suggests that a condition of approval be limiting the height of the development to two stories.

Comparative Building Height and Density			
	Existing PF Zone	Proposed MR Zone	Proposed MR Zone with Affordability Bonus
Building Height	60 feet	35 feet	15% bonus, 40 feet
Density	Gross FAR 0.40	Min. 6 dwelling units per acre 1.38 acres X 6 units = 8 units Max. 14 dwelling units per acre 1.38 acres X 14 units = 19 units	45% bonus 1.38 acres X 19 units X 45%=9 additional units Max. 28 total units

Parking Lots, Driveways, and Service Areas. The concept plan provided with this application shows a parking area which conforms to the site planning standards within the Zoning Code. The parking area is screened internal to the project and not located adjacent to the right-of-ways. The number of parking spaces show meets the Zoning Code requirements for Affordable Housing based on units and number of bedrooms. The plans do not provide the dimensions of maneuvering areas and spaces. Staff will ensure that adequate parking spaces and maneuvering areas are provided and that trash enclosures and loading areas meet City standards for screening, operation, and location during review of a more detailed site plan submittal.

Comparative Parking Standards		
	Market Rate Dwelling Units	Affordable Dwelling Units
Studio	1.25 Spaces	1.0 Spaces
1 Bedroom	1.5 Spaces	1.0 Spaces
2-3 Bedroom	2.0 Spaces	1.5 Spaces

Landscaping. Landscaping plans are not required in conjunction with a Concept Zoning Map Amendment. The applicant will be required to provide plans that meet the requirements of buffer landscaping, parking lot landscaping, and building foundation landscaping found in Section 10-50.60 of the Zoning Code (page 50.60-1). The existing mature Ponderosa Pine trees could be used towards the required landscaping. Affordable housing developments may qualify for a reduction in required landscaping of up to 10 percent. A final landscape plan will be reviewed at the time of site plan submittal.

Outdoor Lighting. The subject property is located within Lighting Zone 3 due to the distance from astronomical observatories in the area. Proposed exterior lighting information is not required as part of a Concept Zoning Map Amendment. The applicant will be required to provide plans that meet the requirements of the Outdoor Lighting Standards found in Section 10-50.70 of the Zoning Code (page 50.70-1). Lighting plans will be reviewed at the time of site plan submittal.

PUBLIC SYSTEMS IMPACT ANALYSIS:

Traffic and Access

Per the attached Transportation Statement, the West Street project is anticipated to add approximately twelve trips during the peak hour. Since this is less than the minimum 100 trips, this project does not require a Transportation Impact Analysis

(TIA). In addition, due to the low directional hourly volumes on West Street, the low hourly right turn volumes, and the low speed limit, this project does not warrant additional turn lanes.

Water and Wastewater

The Water Services Division reviewed the proposed development and determined that there will be no significant impact to either water or sewer infrastructure off-site as a result of this project. Results of the computer analysis show the fire flow plus maximum day demands analysis for each hydrant in the vicinity of the proposed development are acceptable for residential housing. The computer analysis for the development reveals that flow rates and pressures can be provided with the existing infrastructure. The results imply that the system satisfies the City's criteria for fire flow and domestic demands of the proposed development. The Water Services Division will not require any off-site improvements based on either anticipated water use or sewer discharge from this development.

Stormwater

A Drainage Impact Analysis (DIA) evaluating the impacts of the proposed development on the existing storm drain system downstream of the site will be provided as part of the Site Plan Submittal. In lieu of the DIA, the pre-development versus post-development runoff volume difference for the 100-year storm event can be retained on-site. The Concept plan indicates a possible area for Low Impact Development (LID) and/or on-site detention.

OTHER REQUIREMENTS:

Citizen Participation

Public hearings before the Planning and Zoning Commission and City Council will be conducted in conjunction with the request for Concept Rezoning. In accordance with State statute, notice of the public hearing was provided by placing an ad in the Arizona Daily Sun, posting a notice on the property, and mailing a notice to all property owners within 1,000 feet of the site.

All property owners within 1,000-feet of this site were notified via mail of the Concept Zoning Map Amendment and asked to attend a neighborhood meeting on October 26, 2017. Approximately twenty seven people from the public attended the neighborhood meeting. The primary concern raised was the desire to keep the parcel as undeveloped, or to develop it as a City park. There were also concerns about the amount of parking proposed being inadequate and complaints concerning the traffic on Linda Vista. It was pointed out that the proposed parking calculation meets code and the increase in traffic was due to the construction on Lockett Road. There were also concerns about the height of the building.

DISCUSSION:

The Concept Rezoning of the parcel located at 3050 North West Street from Public Facility (PF) to Medium Density Residential (MR) meets the intent of the Regional Plan goals and policies. It is anticipated that 40-60 affordable residential units will be constructed as a result of this scattered site affordable housing project. This site will contain a maximum of 28 units. The rentals will be affordable to those at or below 80% of the area median income (AMI), which the local housing market is not currently offering. The City of Flagstaff Housing staff have requested the prioritization of studio and one bedroom units, another void in our community that staff hopes to alleviate with projects such as this.

RECOMMENDATION:

Staff believes that the proposed Concept Zoning Map Amendment has been justified and would recommend in favor of

amending the Zoning Map for approximately 1.38 acres to the Medium Density Residential (MR) zone, with the following conditions:

1. The selected developer must hold an additional neighborhood meeting prior to applying for Site Plan review.
2. The Site Plan approved by IDS must also be approved by City Council.
3. The Resource Protection Standards shall be applied to the site to the greatest extent feasible.
4. The building height shall be limited to two-stories.

ATTACHMENTS

- Concept Zoning Map Amendment Application
 - Project Narrative
 - Transportation Statement
 - Vicinity Map
 - Context Analysis Map
 - Proposed Building Types
 - Concept Plan
 - Site Analysis Plan
 - Citizen Participation Report
- Additional Public Comments
- Public Hearing Legal Advertisements



City of Flagstaff

Community Development Division

211 W. Aspen Ave
Flagstaff, AZ 86001
www.flagstaff.az.gov

P: (928) 213-2618
F: (928) 213-2609

PREZ/PGM

Date Received

OCT 8 2017

Application for Zoning Map Amendment and/or Minor Regional Plan Amendment

File Number

P2-17-00194

Property Owner(s) City of Flagstaff	Title	Phone	Email
Mailing Address 211 W. Aspen Ave Flagstaff, AZ 86001	City, State, Zip		
Applicant(s) Housing Section	Title	Phone	Email
Mailing Address 211 W. Aspen Ave Flagstaff, AZ 86001	City, State, Zip		
Project Representative Jennifer Mikelson, Housing Analyst	Title	Phone 213-2744	Email jmikelson@flagstaffaz.gov
Mailing Address 211 W. Aspen Ave Flagstaff, AZ 86001	City, State, Zip		
Requested Review	<input checked="" type="checkbox"/> Zoning Map Amendment	<input type="checkbox"/> Minor Regional Plan Amendment	<input type="checkbox"/> Continued

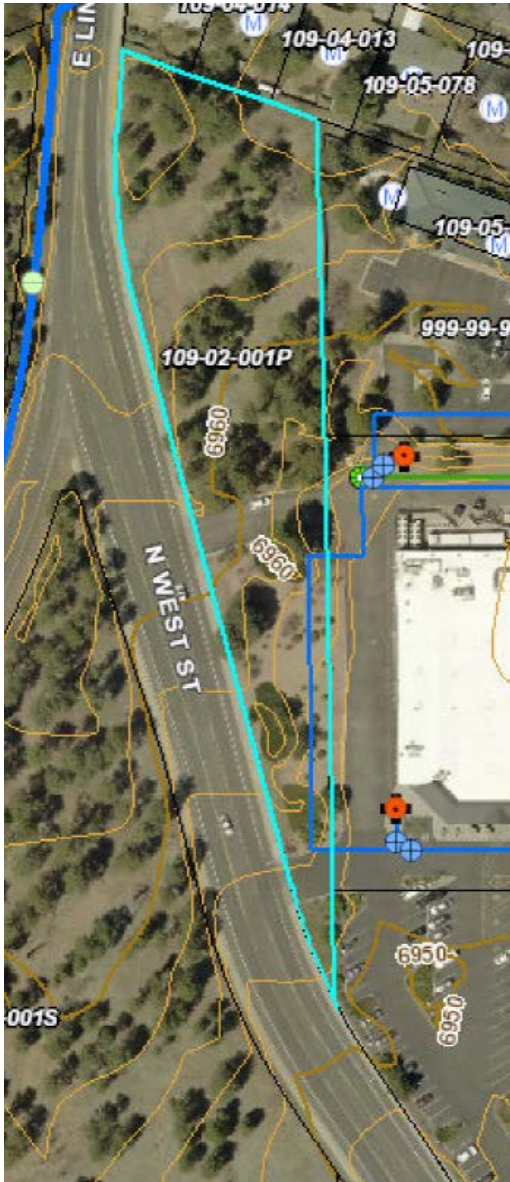
Site Address 3150 3150 W. West St.	Parcel Number(s) 189-02-001P	Subdivision, Tract & Lot Number
Existing Zoning District Public Facilities	Proposed Zoning District: Med. Density Resid.	Existing Regional Plan Land Use Category Existing Suburban
Existing Use Vacant / access easement	Proposed Use Multi-family Housing	
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?	
Requested Urban Growth Boundary Change (If Applicable) N/A	Proposed Regional Plan Land Use Category N/A	

Property Owner Signature (required) <i>[Signature]</i>	Date: 10/4/17	Applicant Signature <i>[Signature]</i>	Date: 10/4/17
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For City Use			
Date Filed:	File Number(s):	Type of Zoning Map Amendment:	
P & Z Hearing Date:	Publication and Posting Date:	<input type="checkbox"/> Small scale	
Council Hearing Date:	Publication and Posting Date:	<input type="checkbox"/> Medium scale	
Fee Receipt Number:	Amount:	Date:	<input type="checkbox"/> Large scale
			<input type="checkbox"/> Multi-phase scale

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>[Signature]</i>	Engineering <i>[Signature]</i>	Fire <i>[Signature]</i>	Public Works/Utilities <i>[Signature]</i>	Stormwater <i>[Signature]</i>

CONCEPT REZONING APPLICATION – 3150 N WEST STREET



City of Flagstaff
Housing Section
211 W. Aspen Ave.
Flagstaff, AZ 86001
(928) 213-2745

Loven Contracting
1100 South Pinnacle Street
Flagstaff, Arizona 86001
Phone: 928.774.9040
Cell: 928.699.8331
mloven@lovencontracting.com

October 4, 2017

PROPERTY DATA

3150 N. West St. Flagstaff, AZ 86004
APN# 109-02-001P
Area: ~.91 acres useable (1.38 acres total)
Existing Zoning: Public Facility
Proposed Zoning: Medium Density Residential

PROJECT DATA

Scattered Site Affordable Housing Project
Proposed Residential Density
▪ 6 – 14 du/ac
No commercial uses proposed
Np proposed open space

Project Narrative – 3150 N. West St.

On September 12, 2017 the City of Flagstaff Housing staff received final direction from Council to pursue the concept rezoning map amendment process for two city-owned parcels: one at 3150 N. West St. and another at 1700 E. 6th Ave. Staff requests that both properties be rezoned from Public Facility (PF) to Medium Density Residential (MR) for the purposes of multi-family residential development.

If the properties are rezoned, the Housing Section will pursue a process by which an affordable multifamily residential project is delivered by a successful respondent to a Request for Proposals (RFP). The Housing Section put out an RFP for a Scattered Site Affordable Housing development on August 14, 2017. It is anticipated that the successful respondent to the RFP begins their site planning process as city staff takes the concept rezoning cases through public hearings.

General Plan Analysis

Amending the zoning map from PF to MR at this location conforms to the Regional Plan's Future Growth Illustration. The subject parcel is located within a neighborhood suburban activity center (S2), an area which is also largely covered by the 'suburban' area type. The Regional Plan's table of suburban activity center characteristics identifies a 'residential only' density range of 6-10 units per acre, which is in line with the MR density range. The desired mix of uses within the pedestrian shed of the activity center include "higher density residential and live-work units". The subject parcel is relatively small and located in the pedestrian shed of the S2 activity center, adjacent to single family homes. The intended multi-family development would maximize unit counts and be 2-3 stories.

Rezoning City property to allow for the construction of affordable rentals supports several Regional Plan goals and policies, discussed below.

- ***Policy CC.3.2. Maintain and enhance existing buildings and blend well-designed new buildings into existing neighborhoods.***

City staff expect exceptional multi-family architectural design and site planning from the successful RFP respondent. Additional public meetings between the developer and the surrounding neighborhood will ensure a compatible design.

- ***Goal LU.1. Invest in existing neighborhoods and activity centers for the purpose of developing complete, and connected places.***

The West Street parcel is located within an activity center and is adjacent to an established neighborhood. The parcel's proximity to Cedar Avenue, a great street, allows increased connectivity to employment and services along the corridor.

- ***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.***

The development of new affordable rental units at this location demonstrates reinvestment and infill of a vacant parcel in an established neighborhood. Most beneficial to Flagstaff residents is the addition of modern and affordable rental units that improve upon Flagstaff's existing stock.

- ***Policy LU.1.11. Ensure that there is collaboration between a developer, residents, and property owners in existing neighborhoods where redevelopment and reinvestment is proposed so that they are included, engaged, and informed.***

Staff is requiring that the developer conduct a neighborhood meeting(s) to introduce the approved site plan and architectural renderings of their proposed multi-family project. When both parties arrive at a final design, the developer will present to Council at a public hearing.

- ***Goal LU.5. Encourage compact development principles to achieve efficiencies and open space preservation.***

The Scattered Site Affordable Housing project is comprised of three city parcels totaling less than 5 acres, all located within the Urban Growth Boundary and serviceable with existing city utility and road infrastructure.

- ***Goal LU.13. Increase the variety of housing options and expand opportunities for employment and neighborhood shopping within all suburban neighborhoods.***

The addition of multifamily rental units diversifies the housing stock in the traditionally single-family neighborhood just beyond the S2 activity center's pedestrian shed. Residents of these units will benefit from proximity to neighborhood employment and multi-modal transportation opportunities.

- ***Goal LU.18. Develop well designed activity centers and corridors with a variety of employment, business, shopping, civic engagement, cultural opportunities, and residential choices.***

The West Street parcel is located within an activity center and is adjacent to an established neighborhood. The parcel's proximity to Cedar Avenue, a great street, allows increased connectivity to employment and services along the corridor.

- ***Policy LU.18.4. Encourage developers to provide activity centers and corridors with housing of various types and price points, especially attached and multi-family housing.***

The Housing Section submitted a RFP from developers to provide just this; an affordable rental project that would house a diverse mix of residents in a well located activity center.

- ***Policy LU.18.6. Support increased densities within activity centers and corridors.***

The Scattered Site Affordable Rental RFP awards the developer whose proposal maximizes each site's development potential. The West Street parcel is located within the S2 activity center, which supports medium to high density residential development. Requesting Medium Density attempts to reconcile the single-family neighborhood character to the north with the intensity encouraged in a suburban activity center. The site will be constrained to a 35' height limit rather than the 60' height of the High Density Residential zoning, which is a more appropriate transition from this activity center's pedestrian shed to the neighborhood.

- ***Policy LU.18.8. Increase residential densities, live-work units, and home occupations within the activity center's pedestrian shed.***

On the eastern edge of this activity center's pedestrian shed are several existing multi-family complexes, and along with the projected 18 units on the West Street parcel, this activity center will begin to achieve the increased densities and supported by the Regional Plan. A large corner of the Sunnyside neighborhood lies within the S2 pedestrian shed; that area's mix of High Density Residential and Community Commercial zones permit live/work units and smaller mixed-use buildings. Both the MR and HR zones allow the Live/Work use with a Use Permit.

- ***Goal T.1. Improve mobility and access throughout the region.***

These residential units will place residents within walking distance of several bus routes and FUTS paths. The existing street grid in the Sunnyside neighborhood provides walkability and connectivity to the surrounding areas.

- ***Goal T.5. Increase the availability and use of pedestrian infrastructure, including FUTS, as a critical element of a safe and livable community.***

There are sidewalks along the larger streets in the area: West Street, Linda Vista, and Cedar Avenue. The Sunnyside neighborhood to the south has relatively new and complete sidewalks that provide safe walking environments and improved connectivity. The Shadow Mountain neighborhood to the north of the site has few sidewalks and limited street connectivity. An unpaved FUTS path is accessible from the West Street site.

- ***Goal T.6. Provide for bicycling as a safe and efficient means of transportation and recreation.***

There are designated bike lanes all along West Street up into the Shadow Mountain neighborhood and down through the Sunnyside neighborhood. There is a gridded street network in Sunnyside, with designated bike lanes and streets identified as "bike routes." These streets then connect to the citywide FUTS. The nearby "Sego Lily" FUTS trail leads to recreational trails on McMillan Mesa.

- ***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.***

These units will place residents within a quarter mile of three bus stops.

- ***Goal NH.3. Make available a variety of housing types at different price points, to provide housing opportunity for all economic sectors.***

The units will permanently serve residents earning 80% of the area median income or less. For a single individual, that annual income limit is \$35,200.

- ***Policy NH.3.1. Provide a variety of housing types throughout the City and region, including purchase and rental options, to expand the choices available to meet the financial and lifestyle needs of our diverse population.***

Housing staff prioritized studio, one, and two bedroom units in the RFP to fill a need in the community. The demand for affordable rental units is steep, and rental products can be more easily achieved on smaller city lots.

- ***Policy NH.3.5. Encourage and incentivize affordable housing.***

The RFP is incentivizing the development of affordable housing by offering the use of city land to build the units.

- ***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.***

The MR zoning district was chosen instead of HR in the effort to blend new and existing buildings. The allowable building height of 35' is appropriate given the existing Sunnyside structures. Staff is requiring that the developer conduct a neighborhood meeting(s) to introduce the approved site plan and architectural renderings of their proposed multi-family project. When both parties arrive at a final design, the developer will present to Council at a public hearing.

There are no Regional Plan goals or policies in direct conflict with the proposed affordable housing project, however, residential development in a suburban activity center such as S2 would support a higher density zoning than MR.

Analysis of Public Good

Based on the project's conformance with many of the Regional Plan's goals and policies, it can be inferred that the addition of affordable rental housing within one of the City's established neighborhoods enhances the public good, and does not threaten public health, safety, or convenience in a major way.

Concept Plan Analysis

Proposed development on the subject property includes an apartment building, adequate parking and landscaping. The site is relatively flat, with two existing access easements across the bottom third of the parcel. The concept plan consists of a two story apartment building of eighteen units located along the west edge of the property. The maximum building height allowed in the MR zone is 35', however, no building elevations are required with this concept zoning application, so actual building height is not specified. Total lot coverage for the project is 17%, with a maximum allowance of 40% coverage. A minimum of eight and a maximum of twelve dwelling units are permitted the property. With the 45% affordable housing density bonus, a total of 18 dwelling units are permitted. The unit breakdown is as follows: five studios, six one-bedrooms, seven two-bedrooms. The parking area is situated behind the building with landscaping at both ends. A total of 23 parking spaces is shown, which is the exact number of spaces required for the proposed studio, one- and two-bedroom units.

Primary vehicle access will occur at the existing access easement on the bottom third of the property.
INSERT TRAFFIC STATEMENT.

A Drainage Impact Analysis (DIA) evaluating the impacts of the proposed development on the existing storm drain system downstream of the site will be provided as part of the Site Plan Submittal. In lieu of the DIA the pre-development versus post-development runoff volume difference for the 100-year storm event can be required to be retained onsite. A preliminary drainage report per Stormwater Management Design Manual will also be provided as part of the site plan submittal.

Public Utilities Analysis

The Utilities Department reviewed the three sites involved in the current Scattered Site Affordable Housing RFP and found that there will be no significant impact to either water or sewer infrastructure offsite as a result of this project. Results of the computer analysis show the fire flow plus maximum day demands analysis for each hydrant in the vicinity of the proposed development are acceptable for residential housing. The computer analysis for the development reveals that flow rates and pressures can be provided with the proposed infrastructure. The results imply that the system satisfies the City's criteria for fire flow and domestic demands in the proposed development areas. The minimum residual pressure adjacent to the development areas is above or equal to the City's Engineering Standards minimum residual pressure of 40 psi for all proposed pipelines. There is adequate capacity and the City of Flagstaff will provide water and sewer service to this site upon acceptance and dedication of all required public improvements. Utilities Department will not require any off-site improvements based on either anticipated water use or sewer discharge from this development.

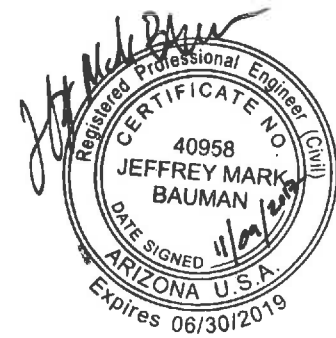
Community Benefit

It is anticipated that 40-60 affordable residential units will be built as a result of this scattered site affordable housing project. The rentals will be affordable to those at or below 80% of the area median income (AMI), which the local housing market is not offering currently. The City has requested the prioritization of studio and one bedroom units – another void in our community that staff hopes to alleviate with projects such as this.



City of Flagstaff

Technical Memorandum



Date: November 9, 2017
To: City of Flagstaff Housing Staff
From: Jeff Bauman, Traffic Engineer
Re: Transportation Statement for Workforce Housing – North West Street

Introduction:

As per the City of Flagstaff Zoning Code requirements, a traffic statement is required. According to the Concept Zoning Plan, dated October 3, 2017, the 3100 North West Street Workforce Housing development includes five (5) studio units, six (6) one-bedroom units, and seven (7) two-bedroom units; totaling 18 dwelling units. The proposed workforce housing is considered "Apartments" for the purpose of calculating trip generation. According to the 9th Edition of the ITE Trip Generation Manual, "Apartment" is defined as, "rental dwelling units located within the same building with at least three other dwelling units, for example, quadrplexes and all types of apartment buildings. The studies included in this land use did not identify whether the apartments were low-rise, mid-rise, or high-rise."

Analysis:

In order to determine the Transportation Impact Analysis (TIA) category, trip generation rates need to be calculated. The trip generation calculations for the West Street Workforce Housing project are summarized below:

Land Use				AM Distribution		PM Distribution	
	ITE LUC	Quantity	Units	In	Out	In	Out
Apartment	220	18	Dwelling Units	20%	80%	65%	35%

Land Use	ADT		AM Peak Hour				PM Peak Hour			
	Avg. Rate*	Total	Avg. Rate*	In	Out	Total	Avg. Rate*	In	Out	Total
Apartment	6.65	120	0.51	2	8	10	0.62	8	4	12

*equation not used because 18 dwelling units does not fall within cluster

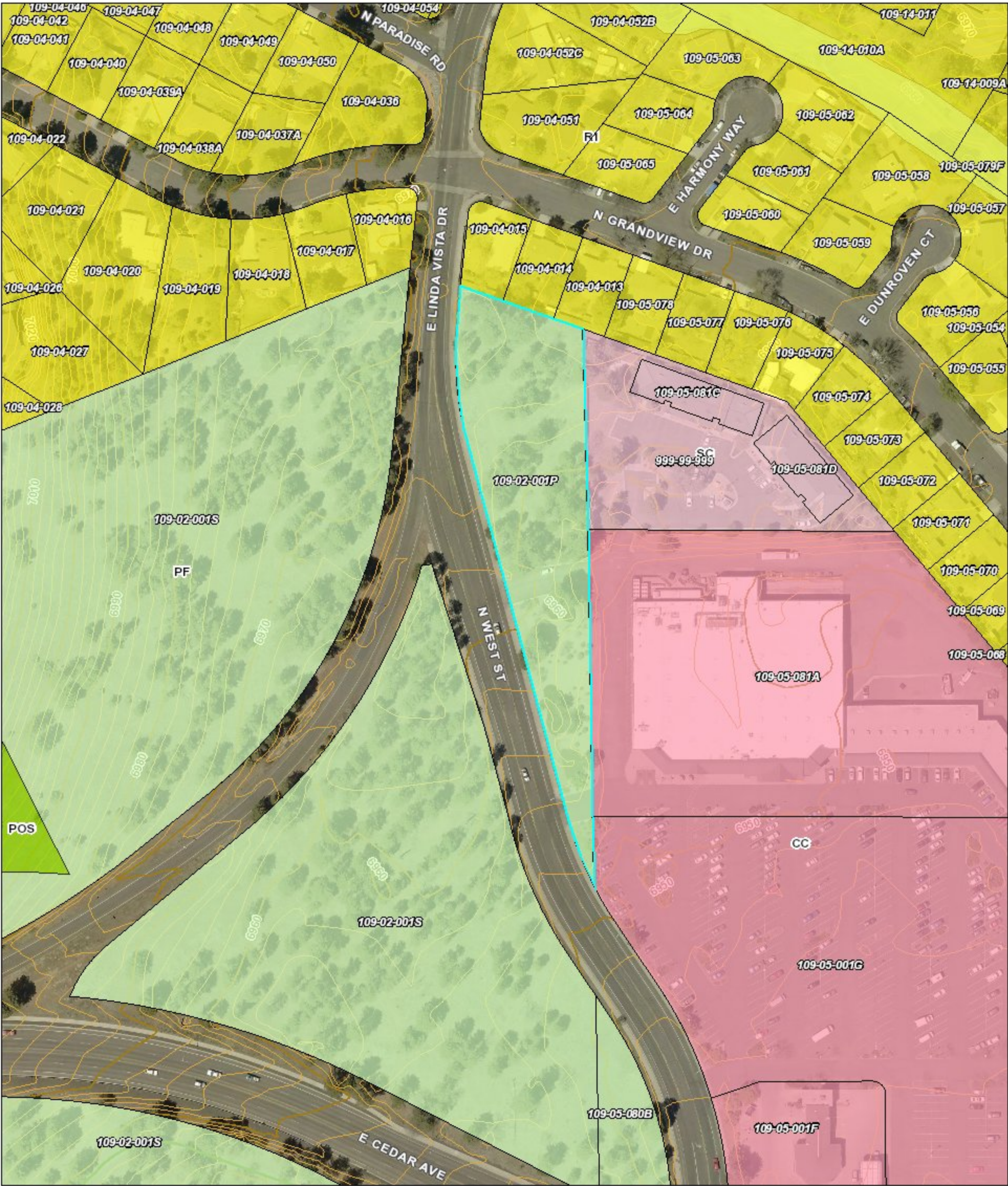
The workforce housing on West Street is anticipated to generate approximately 120 daily external trips, with approximately 10 trips occurring during the AM peak hour and 12 trips occurring during the PM peak hour. The City of Flagstaff's Engineering Standards require a TIA if a new development generates a minimum of 100 trips in the peak hour. Since the estimated peak hour trips for this project is 12, this development does not require a TIA.

Another aspect to be considered is the need for additional turn lanes. The proposed site access on West Street has an existing two-way left turn lane, but no right turn lane. Section 13-10-010-0002 of the Flagstaff Engineering Standards provides a figure that is used to determine if a right turn lane is warranted. Taking into consideration the directional hourly vehicle volume on West Street (250 vehicles in the peak hour), the assumed hourly right turn vehicle volume (8 vehicles in the peak hour), and the posted speed limit (25 mph), this existing driveway location does not warrant a right turn lane.

Conclusion:

The West Street Workforce Housing project will add approximately 12 trips during the peak hour, since this is less than the minimum 100 trips, this project does not require a TIA. In addition, due to the low directional hourly volumes on West Street, the low hourly right turn volumes, and the low speed limit, this location does not warrant additional turn lanes.

Context Analysis Map - 3100 N West St



August 21, 2017

- Proposed Buildings

Parcels

Rural Residential (RR)

Estate Residential (ER)

Single-family Residential (R1)

Single-family Residential Neighborhood (R1N)

Medium Density Residential (MR)

High Density Residential (HR)

Manufactured Housing (MH)

T3N.1

T4N.1

T4N.1-O

T5

T5-O

T6

Central Business (CB)

Highway Commercial (HC)

Commercial Service (CS)

Community Commercial (CC)

Suburban Commercial (SC)

Research and Development (RD)

Light Industrial (LI)

Light Industrial Open (LI-O)

Heavy Industrial (HI)

Heavy Industrial Open (HI-O)

Public Facility (PF)

Public Lands Forest (PLF)

Public Open Space

Rural Floodplains

CNTY

RURAL

URBAN

FUTURE Trails

FUTS - Existing

FUTS - Planned

1:1,393

0 0.015 0.03 0.06 mi
0 0.025 0.05 0.1 km

City of Flagstaff Inter

Proposed Building Types

100% Affordable Rental Units

Maximum 80% Area Median Income



Apartments / Stacked Flats

- Single level, two story, or two and a half stories
- Generally accessible by street level
- Includes efficiency units
- Accessible for seniors and people with disabilities



Building Form

- Sloped roofs and multiple roof lines
- Articulated structural elements
- Covered porches and prominent entries
- Traditional fenestration
- Scaled to neighborhood pedestrians



Regional Design Character

- Painted lap siding in muted earth tones
- Indigenous stone materials
- Bright colors used for accents only
- Balance of heavier and lighter building materials



Concept Zoning Plan
3050 North West Street
Flagstaff, Arizona

Project Number
2017.16

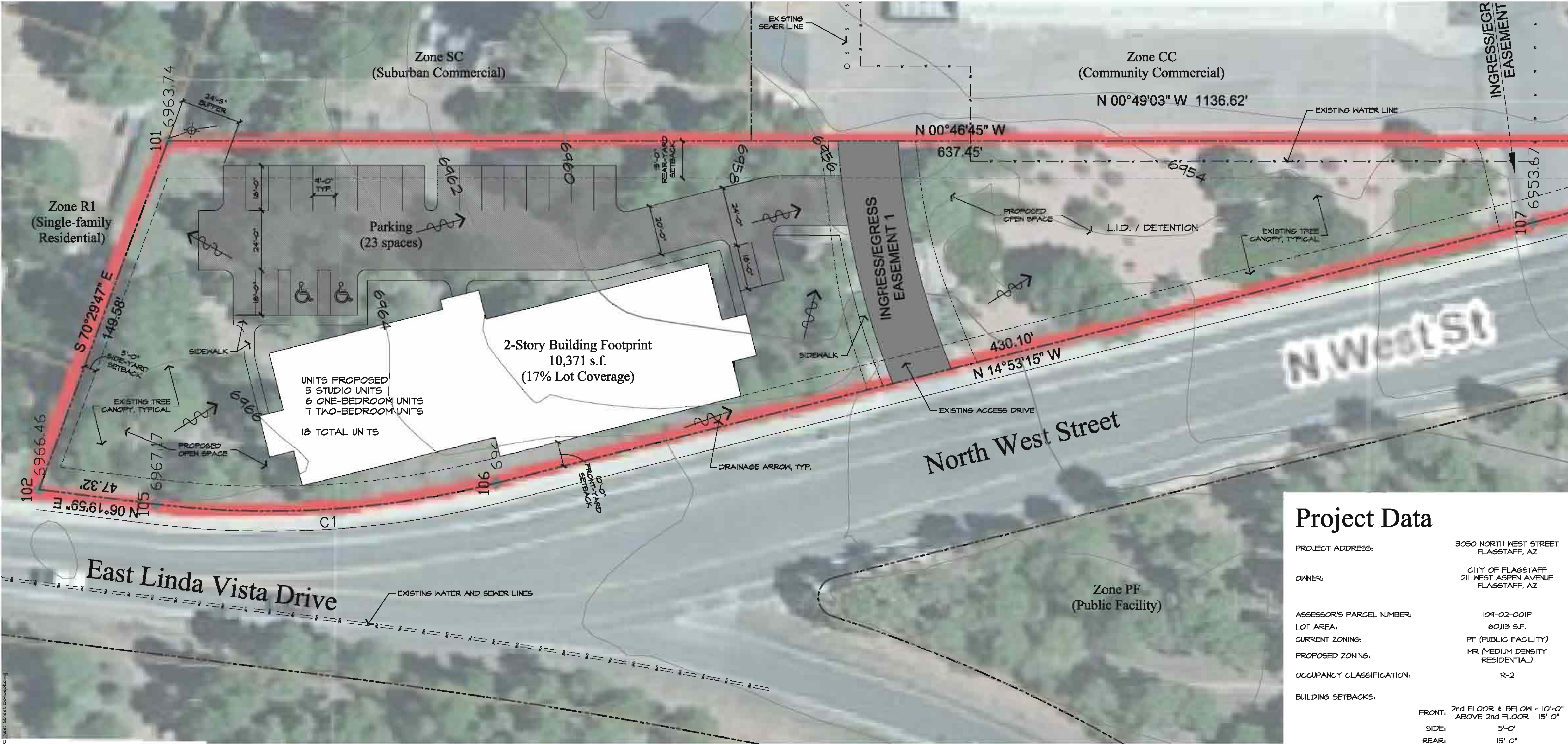
Drawing
CONCEPT ZONING

Shapes & Forms
ARCHITECTS, INC.
1823 West Heavenly Court
Flagstaff, Arizona 86001
(928) 213-9626
(928) 253-5337 FAX
www.shapes-forms.com

Sheet

1

01 of 02



Concept Zoning Plan
1" = 20'-0"

Project Data

PROJECT ADDRESS:	3050 NORTH WEST STREET FLAGSTAFF, AZ
OWNER:	CITY OF FLAGSTAFF 211 WEST ASPEN AVENUE FLAGSTAFF, AZ
ASSESSOR'S PARCEL NUMBER:	104-02-001P
LOT AREA:	60,113 S.F.
CURRENT ZONING:	PF (PUBLIC FACILITY)
PROPOSED ZONING:	MR (MEDIUM DENSITY RESIDENTIAL)
OCCUPANCY CLASSIFICATION:	R-2
BUILDING SETBACKS:	
FRONT:	2nd FLOOR & BELOW - 10'-0"
SIDE:	ABOVE 2nd FLOOR - 15'-0"
REAR:	5'-0"
	15'-0"
BUILDING HEIGHT ALLOWED BY ZONING CODE:	MR ZONE 35'-0" MAXIMUM
LOT COVERAGE:	40% (60,113 S.F. * 0.4 = 24,045 S.F.)
DENSITY:	
MINIMUM 6 D.U. PER ACRE:	6 * 1.38 = 8 D.U.
MAXIMUM 9 D.U. PER ACRE:	9 * 1.38 = 12 D.U.
DENSITY BONUS FOR AFFORDABLE UNITS:	45% (12.42 D.U. * 1.45 = 18 UNITS)
OPEN SPACE:	
15% OF GROSS LOT AREA:	60,113 * 0.15 = 9,017 S.F.
REQUIRED PARKING:	AFFORDABLE RESIDENTIAL
STUDIO:	1 SPACE / UNIT REQUIRED
ONE-BEDROOM:	1 SPACE / UNIT REQUIRED
TWO-BEDROOMS:	1.5 SPACES REQUIRED PLUS 0.25 GUEST SPACES
PARKING PROVIDED:	STUDIO (5 * 1.0 = 5 SPACES) ONE-BEDROOM (6 * 1.0 = 6 SPACES) TWO-BEDROOM (1 * 1.75 = 12 SPACES)
TOTAL:	23 SPACES

Citizen Participation Report
for 3150 N West Street

Scattered Site Affordable Housing
Concept Rezoning

Prepared by
City of Flagstaff Housing Section

Submitted November 8, 2017

NEIGHBORHOOD MEETING CERTIFICATION

I, Jennifer Mikelson, the authorized representative of C o F Housing, do hereby attest that the neighborhood meeting for Project No. PZ-17 - 00194 was noticed and conducted in compliance with Section 10-20.30.060 of the City of Flagstaff Zoning Code, including the following:

- ☒ A Citizen Participation Plan, prepared in accordance with Section 10-20.30.030.C of the City of Flagstaff Zoning Code, was submitted to the City of Flagstaff on 10/4/17 and accepted by the City of Flagstaff on 10/5/17.
- ☐ A list of property owners within 1,000 feet of the subject properties boundaries was prepared and submitted to the City of Flagstaff as part of the Citizen Participation Plan.
- ☐ Notices of the neighborhood meeting were sent via first class mail on 10/5/17 to all property owners within 1,000 feet of the subject properties boundaries, to all tenants residing on the subject property, to all Home Owners Associations (HOAs) within 1,000 feet of the subject property, and all persons or groups whose names are listed on the Registry of Persons and Groups.
- ☐ A total of 1 neighborhood meeting notification sign(s) were installed on 10/5/17 at the following location(s):
 - o 3100 N. West St.
 - o _____
 - o _____
- ☐ A written summary of the meetings, known as a Citizen Participation Report, was submitted to the City of Flagstaff on 11/8/17.
- ☐ Copies of the Citizen Participation Report were sent via ^{email}~~first class mail~~ on 11/2/17 to all person who recorded their names on the neighborhood meeting sign-in sheet.

Authorized Representative of the Applicant

Jennifer Mikelson

Signature:

Jenny Mikelson



City of Flagstaff

October 6, 2017

Dear Neighbor,

The purpose of this letter is to inform you that the City of Flagstaff's Housing Section proposes to file for a Concept Zoning Map Amendment for the undeveloped land located at 3100 N West Street. The intent of the application is to change the existing Public Facilities zoning to the Medium Density Residential zone for an affordable housing project.

To provide interested neighbors an opportunity to review the proposal and to ask questions of staff, a neighborhood meeting will take place **at 5:00 PM on October 26, 2017 in the dance room at the Hal Jensen Community Center**, located at 2403 N Izabel Street, Flagstaff, AZ 86004.

If you are unable to attend or have any questions, staff is happy to discuss the application with you at any time. You may contact Jennifer Mikelson, Housing Analyst at jmikelson@flagstaffaz.gov or (928) 213-2744.

Because you are a property owner within the vicinity of this request, you will be receiving formal notification of the public hearing dates for this application directly from the Community Development Department in the near future. Thank you for your attention to this letter.

Sincerely,

Jennifer Mikelson
Housing Analyst

APN	OWNER NAME	SITUS ADDRESS	SITUS CITY	SITUS ST	SITUS ZIPCODE	OWNER ADDRESS	OWNER CITY	OWNER STATE	OWNER ZIPCODE
10905021	MOORE CHRISTOPHER JAMES & PATRICIA GAYLE CLUFF	3120 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3120 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10905022	MC REYNOLDS FRANCES TRUSTEE ; MC REYNOLDS FC TRUST AGR DTD 3-30-04	3114 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	PO BOX 1557	CAMP VERDE	AZ	86322
10905023	LOVELACE LOUISE ; LOVELACE JAMES R & LOUISE	3110 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	202 E CHARLOTTE ST	STERLING	VA	22170
10905025A	LEUENBERGER LIVING TRUST DTD 12-15-15	2100 E CEDAR AVE	FLAGSTAFF	AZ	86004	10376 ROAN RD	FLAGSTAFF	AZ	86004
10905020	HELLSTERN ELIZABETH	3124 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3124 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10905024	LOVELACE LOUISE	3106 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	202 E CHARLOTTE ST	STERLING	VA	22170
10905026A	3101 LLC	2110 E CEDAR AVE	FLAGSTAFF	AZ	86004	2200 E CEDAR AVE NO 6	FLAGSTAFF	AZ	86004
10905081A	CEDAR WEST CAPITAL LLC		FLAGSTAFF	AZ	86004	10 E DALE AVE	FLAGSTAFF	AZ	86001
10914055B	JANSEN SARA L	3318 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	3318 N MONTE VISTA DR	FLAGSTAFF	AZ	86004
10914055A	YAVAPAI SAVINGS & LOAN ASSOCIATION		FLAGSTAFF	AZ	86004	PO BOX 2299	PRESCOTT	AZ	86301
10905007	BELTZ JENNIFER B	3127 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3127 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10905012	GREENE FAM U/D/T DTD 12/19/02	3223 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3223 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10905005	KELLEY LACY L	3119 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3119 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10905006	SHOAF CARL M	3123 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	2418 TOREVA PL	FLAGSTAFF	AZ	86005
10905009	WELCH LUCILLE TRUSTEE	3209 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	4200 COUNTRY CLUB DR	FLAGSTAFF	AZ	86004
10905011	TAYLOR KENT A	3219 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	1203 E LAUREL DR	CASA GRANDE	AZ	85222
10905014	KURPIERZ FRANK & STEPHANIE G	3220 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	2920 W DARLEEN DR	FLAGSTAFF	AZ	86001
10905017	BOJORQUEZ RAYMOND A & ROSALIE T	3208 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3208 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10905008	VIOTTI LISA N JT ; MONTECHELLO MARIO V JT	3203 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3203 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10905016	DELGADILLO R & G RVCBL TRUST DTD 2-14-08	3214 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	1196 HATTIE GREENE	FLAGSTAFF	AZ	86001
10905019	ROARK TARA E	3128 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3128 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10905015	SULLIVAN BENJAMIN W & SARA E CPWROS	3218 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3218 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10905010	AUKON GEORGE	3215 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3215 N GRANDVIEW DR	FLAGSTAFF	AZ	86001
10905013	TEWKSBURY-BLOOM SHARON	3224 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3224 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10905018	MORALES FAMILY LIVING TRUST DTD 2/2/16	3202 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3202 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10908160A	GOODMAN & GOODMAN	2103 E CEDAR AVE	FLAGSTAFF	AZ	86004	115 N PARK ST	FLAGSTAFF	AZ	86001
10914036	MANLEY DAREN J	1400 E LINDA VISTA DR	FLAGSTAFF	AZ	86004	1400 E LINDA VISTA DR	FLAGSTAFF	AZ	86004
10914037	LOPEZ STEPHEN M RVCBL TRUST DTD 8-4-14	1440 E LINDA VISTA DR	FLAGSTAFF	AZ	86004	1440 E LINDA VISTA DR	FLAGSTAFF	AZ	86004
10904013	MONCHER CARLI M	3509 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3905 E COYOTE LN	FLAGSTAFF	AZ	86004
10904016	LEE JAYNE	1124 E LINDA VISTA DR	FLAGSTAFF	AZ	86004	1124 E LINDA VISTA DR	FLAGSTAFF	AZ	86004
10904020	ABDELKADER ALAIN & CAROLINE CPWROS	3619 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3619 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10904014	ABELS LARRY P II	3513 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3513 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10904018	WACHTER ROBERT M & VICKI L JT	3609 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3609 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10904019	PHIPPS MICHAEL PARK & BRENDA LOUISE	3613 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3613 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10904022	RESCHNER KATHARINA	3707 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3707 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10904017	SWEENEY ANDREW	3605 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3605 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10904028	COSNER SHANNON & THOMAS	1032 E HILLCREST DR	FLAGSTAFF	AZ	86004	1032 E HILLCREST DR	FLAGSTAFF	AZ	86004

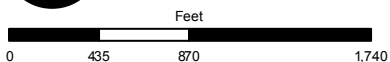
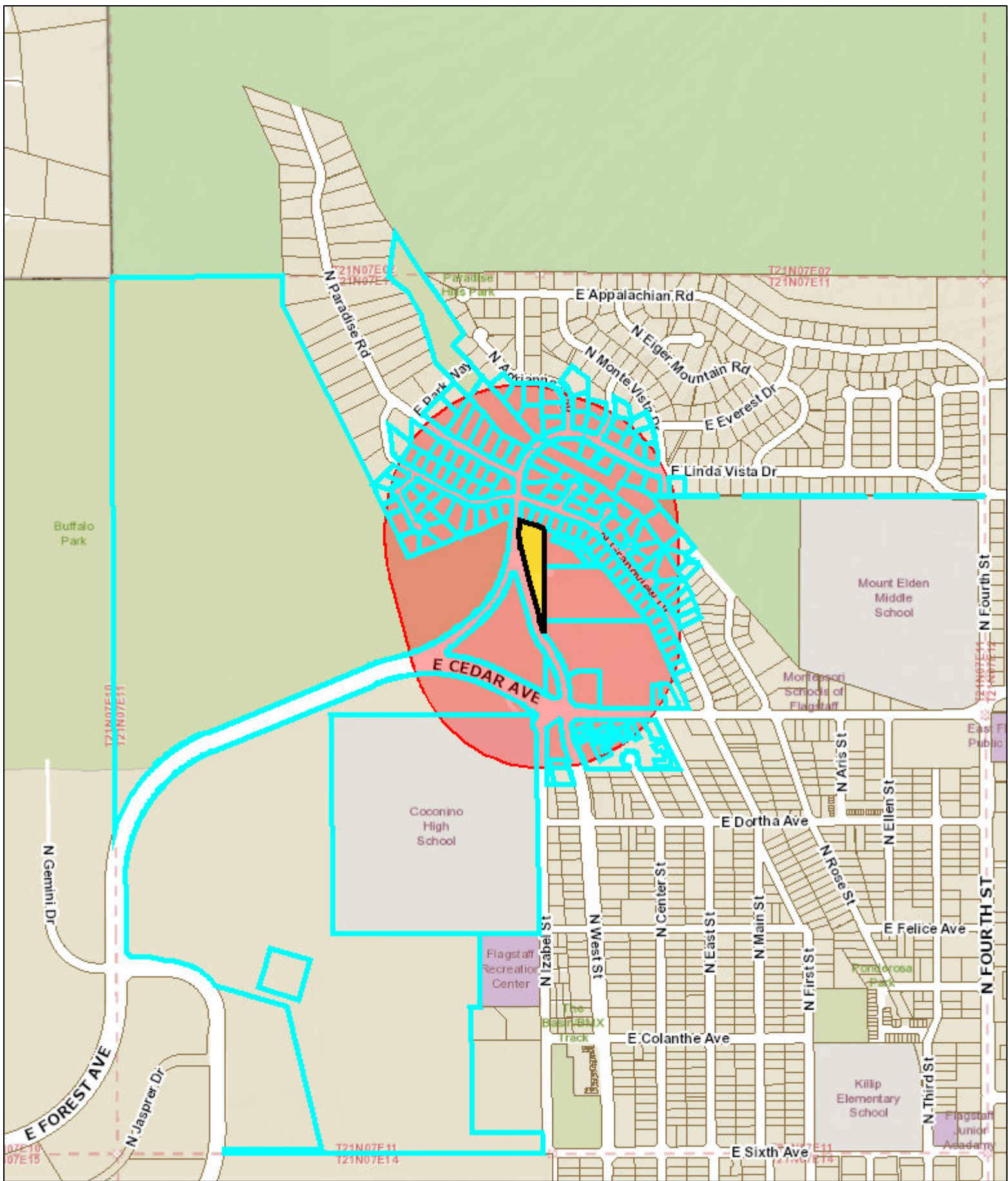
APN	OWNER NAME	SITUS ADDRESS	SITUS CITY	SITUS ST	SITUS ZIPCODE	OWNER ADDRESS	OWNER CITY	OWNER STATE	OWNER ZIPCODE
10904015	DOTEN PATRICIA ANNE & RALPH G CO-TTEES ; DOTEN PA & RG RVCBL TRUST DTD 6-21-05	1131 E LINDA VISTA DR	FLAGSTAFF	AZ	86004	9490 HASHKNIFE TRL	FLAGSTAFF	AZ	86001
10904026	CARTER CARMEN	1024 E HILLCREST DR	FLAGSTAFF	AZ	86004	1024 E HILLCREST DR	FLAGSTAFF	AZ	86004
10904021	POEN MONTE M & KATHRYN L TRUSTEES ; POEN MM & KL FAMILY TRUST UTA	3703 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3703 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10904036	GABALDON CARLOS & LISA	3601 N PARADISE RD	FLAGSTAFF	AZ	86004	3601 N PARADISE RD	FLAGSTAFF	AZ	86004
10904038A	REEVES MARY PONTAL	3618 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3618 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10904029	CROWE DAVID	1027 E HILLCREST DR	FLAGSTAFF	AZ	86004	1027 E HILLCREST DR	FLAGSTAFF	AZ	86004
10904037A	DUNDAS COLIN M	3608 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3608 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10904025	DRUMRIGHT STEPHEN	1018 E HILLCREST DR	FLAGSTAFF	AZ	86004	1018 E HILLCREST DR	FLAGSTAFF	AZ	86004
10904027	JACOBSEN MURIEL	1028 E HILLCREST DR	FLAGSTAFF	AZ	86004	1028 E HILLCREST DR	FLAGSTAFF	AZ	86004
10904054	TURNER ELTON E & SANDRA J	3608 N PARADISE RD	FLAGSTAFF	AZ	86004	3608 N PARADISE RD	FLAGSTAFF	AZ	86004
10904056	JOHNSON MARGARET E TRUSTEE ; JOHNSON DISCLAIMER TRUST UDT DTD 9-27-95	3612 N PARADISE RD	FLAGSTAFF	AZ	86004	3612 N PARADISE RD	FLAGSTAFF	AZ	86004
10904052B	DRAWZ KURT R	1225 E LINDA VISTA DR	FLAGSTAFF	AZ	86004	1225 E LINDA VISTA DR	FLAGSTAFF	AZ	86004
10904051	STEVENSON CATHERINE N	3602 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3602 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10904052C	TANNER JOLINE	1205 E LINDA VISTA DR	FLAGSTAFF	AZ	86004	1205 E LINDA VISTA DR	FLAGSTAFF	AZ	86004
10904055	GRIM JOHN N SURVIVOR'S TRUST CREATED U/D/T 12/15/95	3610 N PARADISE RD	FLAGSTAFF	AZ	86004	3610 N PARADISE RD	FLAGSTAFF	AZ	86004
10904057	JOHNSON LIVIVNG TRUST DTD 1-19-11	3702 N PARADISE RD	FLAGSTAFF	AZ	86004	380 OAK CREEK DR	SEDONA	AZ	86351
10905040	WELCH LUCILLE TRUSTEE ; WELCH FMLY TRUST DTD 5/26/94	3204 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	4200 COUNTRY CLUB DR	FLAGSTAFF	AZ	86004
10905039	JORDAN RHEBA C	3210 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	3210 N MONTE VISTA DR	FLAGSTAFF	AZ	86004
10907005	ARROYO VS RVCBL LIVING TRUST DTD 10-28-04	3122 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	278 S HILLSVIEW AVE	MONTEBELLO	CA	90022
10907004C	DOS PINOS LLC	3108 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	2200 E CEDAR STE 6	FLAGSTAFF	AZ	86004
10904039A	VASQUEZ MICHAEL L & MARINA C JT	3700 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3700 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10904040	SHRADER JUDITH WOOD	3704 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3704 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10904041	BACKUS BRENT & LINDA	3708 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	4855 N PRIMROSE CIRCLE	FLAGSTAFF	AZ	86001
10904047	GARDNER BRADLEY R	3705 N PARADISE RD	FLAGSTAFF	AZ	86004	3705 N PARADISE ROAD	FLAGSTAFF	AZ	86004
10904048	WIDMANN DUSTIN & JULIE A	3613 N PARADISE RD	FLAGSTAFF	AZ	86004	5564 KAMET CT	VENTURA	CA	93003
10904049	GOOCH ROBERT A & KRISTA S JT	3609 N PARADISE RD	FLAGSTAFF	AZ	86004	3609 N PARADISE RD	FLAGSTAFF	AZ	86004
10904050	VEALE Z & BE RVCBL TR AGMT DTD 8-23-88	3605 N PARADISE RD	FLAGSTAFF	AZ	86004	3605 N PARADISE RD	FLAGSTAFF	AZ	86004
10905058	RENNER DARIN	1306 E DUNROVEN CT	FLAGSTAFF	AZ	86004	912 JOVIAN DR	PRESCOTT	AZ	86301
10905056	KEENE PAUL D CPWROS ; HARRINGTON LISA M CPWROS	1303 E DUNROVEN CT	FLAGSTAFF	AZ	86004	1303 E DUNROVEN CT	FLAGSTAFF	AZ	86004
10905057	C & D RIGGS FAMILY LIMITED LIABILITY CO	1305 E DUNROVEN CT	FLAGSTAFF	AZ	86004	4075 N FRIBOURG WY	FLAGSTAFF	AZ	86004
10905055	AKERS BRENDA JO	1402 E MARYMONT CIR	FLAGSTAFF	AZ	86004	1402 E MARYMONT CIR	FLAGSTAFF	AZ	86004
10905059	KEITH WILLIAM D & DEBORAH A	1302 E DUNROVEN CT	FLAGSTAFF	AZ	86004	1302 E DUNROVEN CT	FLAGSTAFF	AZ	86004
10918015A	MONTHOFER MARK W & PAULA ROCCO	1230 E LINDA VISTA DR	FLAGSTAFF	AZ	86004	1230 E LINDA VISTA	FLAGSTAFF	AZ	86004
10908162	HOOD FAMILY TRUST DATED 1-4-91	2109 E CEDAR AVE	FLAGSTAFF	AZ	86004	309 W PINE AVE	FLAGSTAFF	AZ	86001
10905001F	SAFeway INC	1490 E CEDAR AVE	FLAGSTAFF	AZ	86004	1371 OAKLAND BLVD STE 200	WALNUT CREEK	CA	94596
10904060	WOLFF PETER B & REGINA M CPWROS	1220 E LINDA VISTA DR	FLAGSTAFF	AZ	86004	1220 E LINDA VISTA DR	FLAGSTAFF	AZ	86004

APN	OWNER NAME	SITUS ADDRESS	SITUS CITY	SITUS ST	SITUS ZIP CODE	OWNER ADDRESS	OWNER CITY	OWNER STATE	OWNER ZIP CODE
10905001K	JAMISON DARLEEN M TRUSTEE ; JAMISON FAMILY TRUST U/A/D 8/25/86	1500 E CEDAR AVE	FLAGSTAFF	AZ	86004	1619 AZTEC DR	FLAGSTAFF	AZ	86001
10905002A	ROBINSON REALTY CO LLC	2010 E CEDAR AVE	FLAGSTAFF	AZ	86004	2010 E CEDAR AVE	FLAGSTAFF	AZ	86004
10905003	BARRAZA FAUSTINO CPWROS ; BATREZ GUADALUPE CPWROS	3109 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3109 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10905004	WESTBROOK RUBY JOYCE	3115 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3115 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10905001G	CEDAR WEST CAPITAL LLC	1500 E CEDAR AVE #1	FLAGSTAFF	AZ	86004	10 E DALE AVE	FLAGSTAFF	AZ	86001
10905001J	NORTHERN ARIZONA HOME BUILDERS INC	1500 E	FLAGSTAFF	AZ	86004	1500 E CEDAR AVE STE 86	FLAGSTAFF	AZ	86004
10905041	ODEGAARD VAN A & GLENDA JT	3126 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	2109 N 4TH ST STE 3	FLAGSTAFF	AZ	86004
10905042	RODRIGUEZ PEDRO & ANGELINA CPWROS	3223 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	3223 N MONTE VISTA DR	FLAGSTAFF	AZ	86004
10905044	WHITTEN KAREN	3231 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	3208 N 4TH ST	FLAGSTAFF	AZ	86004
10905045	HOWINGTON GEORGE A	3301 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	3301 N MONTE VISTA DR	FLAGSTAFF	AZ	86004
10905043	MYERS JEAN L	3227 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	PO BOX 609	FLAGSTAFF	AZ	86002
10913006B	DGG HOLDINGS LLC	1515 E	FLAGSTAFF	AZ	86004	PO DRAWER 397	RILLITO	AZ	85654
10913007	NORTHEAST PROFESSIONAL PLAZA OWNERS ASSOC	1515 E	FLAGSTAFF	AZ	86004	405 N BEAVER ST STE 7	FLAGSTAFF	AZ	86001
10913006A	DGG HOLDINGS LLC	1515 E	FLAGSTAFF	AZ	86004	PO DRAWER 397	RILLITO	AZ	85654
10905048	LESAGE BRIAN J JT ; CRAIG ROBIN A JT	3228 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3228 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10905046	JOSEFCHUK JOHN & RACHEL B	3307 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	3307 N MONTE VISTA DR	FLAGSTAFF	AZ	86004
10905052	MONTOYA FMLY U/D/T/D 9/4/03	1407 E MARYMONT CIR	FLAGSTAFF	AZ	86004	1407 E MARYMONT CIR	FLAGSTAFF	AZ	86004
10905051	TERAN PAUL DEAN & ELIZABETH ANN CPWROS	1401 E MARYMONT CIR	FLAGSTAFF	AZ	86004	1401 E MARYMOUNT CIR	FLAGSTAFF	AZ	86004
10905053	ALPERN SUSAN B	1410 E MARYMONT CIR	FLAGSTAFF	AZ	86004	1410 E MARYMONT	FLAGSTAFF	AZ	86004
10905047	HAHN ROLAND T II & JUDITH F	3313 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	12919 W ROY ROGERS RD	PEORIA	AZ	85383
10905049	TELLEZ CARMELO A & ALICE L JT	3302 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3302 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10905050	NEWELL SHAWN L	3308 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3308 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10905054	WILSON LAWRENCE C & JACQUI	1406 E MARYMONT CIR	FLAGSTAFF	AZ	86004	1406 E MARYMONT CIR	FLAGSTAFF	AZ	86004
10910006C	CARO MARK & VALERIE REVOCABLE TRUST DTD 3-26-14	1555 E CEDAR AVE	FLAGSTAFF	AZ	86004	6955 E OLD WALNUT CANYON RD	FLAGSTAFF	AZ	86004
10905037	BOUGHNER FAMILY LIVING TRUST DTD 3/7/17	3219 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	8175 N HARMONY LN	FLAGSTAFF	AZ	86001
10905033	GODWIN RONALD S	3129 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	3129 N MONTE VISTA DR	FLAGSTAFF	AZ	86004
10905031	COLLINS NELDA B	3121 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	3121 N MONTE VISTA DR	FLAGSTAFF	AZ	86004
10905032	ROCHA SEVERO R	3125 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	3125 N MONTE VISTA DR	FLAGSTAFF	AZ	86004
10905034	CARRANZA SERGIO	3203 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	3203 N MONTE VISTA DR	FLAGSTAFF	AZ	86004
10905038	WAGNER LINDSAY	3216 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	3216 N MONTE VISTA DR	FLAGSTAFF	AZ	86004
10905035	COVEY THOMAS B	3209 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	3209 N MONTE VISTA DR	FLAGSTAFF	AZ	86004
10905036	GRANADA NICHOLAS B	3215 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	3215 N MONTE VISTA DR	FLAGSTAFF	AZ	86004
10905062	ANDERSON LS TRUST DTD 5-3-05	1209 E HARMONY WAY	FLAGSTAFF	AZ	86004	1209 E HARMONY WAY	FLAGSTAFF	AZ	86004
10905061	TARR PATRICK A & ROSANNA JT	1207 E HARMONY WAY	FLAGSTAFF	AZ	86004	1207 E HARMONY WAY	FLAGSTAFF	AZ	86004
10905060	CISNEROS MAGDALENA	3502 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	1452 N MCALLISTER AVE	TEMPE	AZ	85281
10905063	TOMLINSON WILLIAM R & CHARLENE CPWROS	1210 E HARMONY WAY	FLAGSTAFF	AZ	86004	1210 E HARMONY WAY	FLAGSTAFF	AZ	86004
10905064	TALBOTT RONALD L & CHARLENE JANE TRUSTEE ; TALBOTT RL & CJ LIVING TRUST	1206 E HARMONY WAY	FLAGSTAFF	AZ	86004	1206 E HARMONY WAY	FLAGSTAFF	AZ	86004
10902002A	FLAGSTAFF UNIFIED SCHOOL DISTRICT #1	2801 N IZABEL ST	FLAGSTAFF	AZ	86004	3285 E SPARROW AVE	FLAGSTAFF	AZ	86004

APN	OWNER NAME	SITUS ADDRESS	SITUS CITY	SITUS ST	SITUS ZIPCODE	OWNER ADDRESS	OWNER CITY	OWNER STATE	OWNER ZIPCODE
10905028	GARDUNO MANUELLA IRENE	3109 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	3109 N MONTE VISTA DR	FLAGSTAFF	AZ	86004
10905030	SELF KARA	3115 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	3115 N MONTE VISTA DR	FLAGSTAFF	AZ	86004
10905029	WHITTEN KAREN	3111 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	3208 N 4TH ST	FLAGSTAFF	AZ	86004
10905027	3101 LLC	3107 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	2200 E CEDAR AVE NO 6	FLAGSTAFF	AZ	86004
10910140A	CEDAR SQUARE ASSOCIATES LLC	2009 E CEDAR AVE	FLAGSTAFF	AZ	86004	221 N ELDEN ST	FLAGSTAFF	AZ	86001
10910137	CEDAR SQUARE ASSOCIATES LLC	1901 E CEDAR AVE	FLAGSTAFF	AZ	86004	221 N ELDEN ST	FLAGSTAFF	AZ	86001
10913003	CROFT BRADFORD A & KATHLEEN WASSELL TTEE ; CROFT FMLY TRUST DTD 4/14/05	1515 E	FLAGSTAFF	AZ	86004	7410 TAYLOR SPRINGS LN	FLAGSTAFF	AZ	86001
10913002	SMILEYFACE LLC	1515 E	FLAGSTAFF	AZ	86004	813 N BEAVER ST	FLAGSTAFF	AZ	86001
10913004	CROFT BRADFORD A & KATHLEEN WASSELL TTEE ; CROFT FMLY TRUST DTD 4/14/05	1515 E	FLAGSTAFF	AZ	86004	7410 TAYLOR SPRINGS LN	FLAGSTAFF	AZ	86001
10913005A	EDGAR ALLEN D & CHERYL J TRUSTEES ; EDGAR FAMILY TRUST UDT DTD 11-26-96	1515 E	FLAGSTAFF	AZ	86004	211 N LAKE HILLS DR	FLAGSTAFF	AZ	86004
10913001	NORTHEAST PROFESSIONAL PLAZA OWNERS ASSO	1515 E CEDAR AVE	FLAGSTAFF	AZ	86004	405 N BEAVER ST NO 7	FLAGSTAFF	AZ	86001
10913005B	JOHNSON HELEN E TRUSTEE ; JOHNSON HELEN E TRUST DTD 9/16/70	1515 E	FLAGSTAFF	AZ	86004	PO BOX 1131	CORNVILLE	AZ	86325
10914004	PAGE JEFFREY SCOTT	1475 E LINDA VISTA DR	FLAGSTAFF	AZ	86004	1475 E LINDA VISTA DR	FLAGSTAFF	AZ	86004
10913012	DGG PROPERTIES LLC	1515 E Cedar AVE	FLAGSTAFF	AZ	86004	PO BOX 397	RILLITO	AZ	85654
10914005	YEATTS MICHAEL L JT ; SWIDLER NINA B JT	1455 E LINDA VISTA DR	FLAGSTAFF	AZ	86004	1455 E LINDA VISTA DR	FLAGSTAFF	AZ	86004
10914006	CELESTINE EDDIE F & ROSE ANN JT	1425 E LINDA VISTA DR	FLAGSTAFF	AZ	86004	1425 E LINDA VISTA DR	FLAGSTAFF	AZ	86004
10913011A	UNITED WAY OF NORTHERN ARIZONA	1515 E	FLAGSTAFF	AZ	86004	1515 E CEDAR AVE UNIT D1	FLAGSTAFF	AZ	86004
10913011B	BRENTNALL ROBERT LEWIS JR EXEMPT TRUST	1515 E	FLAGSTAFF	AZ	86004	23912 BOUGH AVE	MISSION VIEJO	CA	92691
10914007	FURNISH DALE B	3316 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	3316 N MONTE VISTS DR	FLAGSTAFF	AZ	86004
10914010A	DONALDSON JOSEPH C & JANICE K	1325 E LINDA VISTA DR	FLAGSTAFF	AZ	86004	1325 E LINDA VISTA DR	FLAGSTAFF	AZ	86004
10914008	KOHNE KRIS R & CAROL O JT	3319 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	3319 N MONTE VISTA DR	FLAGSTAFF	AZ	86004
10914011	BUSHNELL CORY	1305 E LINDA VISTA DR	FLAGSTAFF	AZ	86004	1305 E LINDA VISTA DR	FLAGSTAFF	AZ	86004
10914013	SHERRY DANA L & KARI A	1265 E LINDA VISTA DR	FLAGSTAFF	AZ	86004	1265 E LINDA VISTA DR	FLAGSTAFF	AZ	86005
10914009A	BALL WILLIAM A & LOIS A	1345 E LINDA VISTA DR	FLAGSTAFF	AZ	86004	1345 E LINDA VISTA DRIVE	FLAGSTAFF	AZ	86004
10914012	GOMORA KEITH & LARA	1285 E LINDA VISTA DR	FLAGSTAFF	AZ	86004	1285 E LINDA VISTA DR	FLAGSTAFF	AZ	86004
10914014	GALLAHER DEAN A & KIMBERLY L CPWROS	1240 E LINDA VISTA DR	FLAGSTAFF	AZ	86004	1240 E LINDA VISTA DR	FLAGSTAFF	AZ	86004
10914022	SHORT BOB H & MAUREEN KNOWLES	3305 N CHINWOOD WAY	FLAGSTAFF	AZ	86004	3305 N CHINWOOD ST	FLAGSTAFF	AZ	86004
10914029	THOMPSON WM GEORGE & GERTRUDE E TRUSTEES ; THOMPSON FMLY LVNG TRUST DATED 9-10-97	3340 N CHINWOOD WAY	FLAGSTAFF	AZ	86004	3340 N CHINWOOD WAY	FLAGSTAFF	AZ	86004
10914031	CHRISTIANSSEN MATTHEW J & ANGELA R CPWROS	3300 N CHINWOOD WAY	FLAGSTAFF	AZ	86004	3300 N CHINWOOD WAY	FLAGSTAFF	AZ	86004
10914033	MURPHY DANIEL K	3325 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	3325 N MONTE VISTA DR	FLAGSTAFF	AZ	86004
10914032	NEUMANN PAUL A & JOANNE C JT	1320 E LINDA VISTA DR	FLAGSTAFF	AZ	86004	1320 E LINDA VISTA DR	FLAGSTAFF	AZ	86004
10914034	CANIZALES JOSE R & JULIA L JT	1340 E LINDA VISTA DR	FLAGSTAFF	AZ	86004	1340 E LINDA VISTA DR	FLAGSTAFF	AZ	86004
10914035	CARTER MICHAEL	1360 E LINDA VISTA DR	FLAGSTAFF	AZ	86004	348 SHELTERWOOD CT	DANVILLE	CA	94506
10905065	EMSHWILLER MARK EDWARD	1202 E HARMONY WAY	FLAGSTAFF	AZ	86004	2435 N CESSNA CIR	CAMP VERDE	AZ	86322
10905066	CABRARA MARIO A	3227 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3227 N GRANDVIEW DR	FLAGSTAFF	AZ	86004

APN	OWNER NAME	SITUS ADDRESS	SITUS CITY	SITUS ST	SITUS ZIPCODE	OWNER ADDRESS	OWNER CITY	OWNER STATE	OWNER ZIPCODE
10905067	MCNAIR EMILY	3301 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3301 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10905068	REVERING DENNIS J & GOLDIE M JT	3305 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3305 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10905069	MINISTER MATTHEW E JT ; CONN CYNTHIA A JT	3309 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	820 W MURRAY DR	FLAGSTAFF	AZ	86001
10905070	CHAVEZ RICHARD & ROSE LINDA CPWROS	3313 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3313 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10905071	FLOREZ WILLIAM R	3317 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3317 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10905072	GARDINIER RIAN DAVID	3321 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3321 N GRANDVIEW	FLAGSTAFF	AZ	86001
10905073	WELCH LUCILLE TRUSTEE ; WELCH FMLY TRUST DTD 5/26/94	3325 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	4200 COUNTRY CLUB DR	FLAGSTAFF	AZ	86004
10905074	SHERMAN DAVID LEON	3405 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3405 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10905078	RICHARDS SCOTT S	3505 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3505 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10905075	SMITH JACOB	3409 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3409 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10905076	MARECK KATHERINE A	3413 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3413 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10905077	BANNER SANDRA J	3501 N GRANDVIEW DR	FLAGSTAFF	AZ	86004	3501 N GRANDVIEW DR	FLAGSTAFF	AZ	86004
10905079F	EATON KATHERINE A SURVIVOR'S TRUST CREATED U/D/T 6-16-95	N	FLAGSTAFF	AZ	86004	3317 NORTH MONTE VISTA DR	FLAGSTAFF	AZ	86004
10905079B	EATON KATHERINE A SURVIVOR'S TRUST CREATED U/D/T 6-16-95	3317 N MONTE VISTA DR	FLAGSTAFF	AZ	86004	3317 NORTH MONTE VISTA DR	FLAGSTAFF	AZ	86004
10905081C	FREEMAN WEST LLC	3100 N WEST ST #100	FLAGSTAFF	AZ	86004	3100 N WEST ST	FLAGSTAFF	AZ	86004
10905081D	GEILE MANAGEMENT LLC	3100 N WEST ST #300	FLAGSTAFF	AZ	86004	PO BOX 30278	FLAGSTAFF	AZ	86003
10907007B	PAGE JEFFREY SCOTT		FLAGSTAFF	AZ	86004	1475 E LINDA VISTA DR	FLAGSTAFF	AZ	86004
10910141B	MORRIS TERRY G & DIANNA L	3013 N WEST ST	FLAGSTAFF	AZ	86004	871 ALPINE HWY	ALPINE	UT	84004
10907007E	JOHNSON HARPER P		FLAGSTAFF	AZ	86004	1545 E LINDA VISTA DR	FLAGSTAFF	AZ	86004
10913009A	FILER HOLDINGS LLC	1515 E	FLAGSTAFF	AZ	86004	4201 ROOSEVELT WAY NE STE 20	SEATTLE	WA	98105
10913010A	NORTHERN AZ ASSOC OF REALTORS INC FKA NORTHERN AZ BOARD OF REALTORS	1515 E	FLAGSTAFF	AZ	86004	1515 E CEDAR AVE STE C4	FLAGSTAFF	AZ	86004
10913008A	SMILEYFACE LLC	1515 E	FLAGSTAFF	AZ	86004	813 N BEAVER ST	FLAGSTAFF	AZ	86001
10902001P	FLAGSTAFF CITY OF	3100 N WEST ST	FLAGSTAFF	AZ	86004	211 W ASPEN AVE	FLAGSTAFF	AZ	86001
10914069	YAVAPAI SAVINGS & LOAN ASSOCIATION		FLAGSTAFF	AZ	86004	PO BOX 2299	PRESCOTT	AZ	86301
10914070	YAVAPAI SAVINGS & LOAN ASSOCIATION		FLAGSTAFF	AZ	86004	PO BOX 2299	PRESCOTT	AZ	86301
	FRIENDS OF FLAGSTAFF'S FUTURE					PO BOX 23462	FLAGSTAFF	AZ	86002
	NORTHERN ARIZONA BUILDING ASSOCIATION					1500 EAST CEDAR AVENUE, SUIT	FLAGSTAFF	AZ	86004
	NORTHERN ARIZONA ASSOCIATION OF REALTORS					1515 EAST CEDAR AVENUE, SUIT	FLAGSTAFF	AZ	86004
	TISH BOGAN-OZMUN					5271 MT. PLEASANT DRIVE	FLAGSTAFF	AZ	86004
	MARILYN WEISSMAN					1055 EAST APPLE WAY	FLAGSTAFF	AZ	86001
	MAURY HERMAN, COAST & MOUNTAIN PROPERTIES					3 NORTH LEROUX STREET	FLAGSTAFF	AZ	86001
	NAT WHITE					1120 NORTH ROCKRIDGE ROAD	FLAGSTAFF	AZ	86001
	CHARLIE SILVER					720 WEST ASPEN AVENUE	FLAGSTAFF	AZ	86001
	BETSY MCKELLAR					330 S ASH LANE	FLAGSTAFF	AZ	86004
10914005	NINA SWIDLER	1455 E LINDA VISTA DR	FLAGSTAFF	AZ	86004	1455 E LINDA VISTA DR	FLAGSTAFF	AZ	86004
10905081A	CEDAR WEST CAPITAL LLC C/O MIKE SOURIS					504 N BEAVER ST SUITE 7	FLAGSTAFF	AZ	86001

[illegible]



1000' Buffer Map

September 25, 2017

THIS MAP WAS GENERATED BY THE COCONINO COUNTY WEB MAP APPLICATION.
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4:00 PM

October 10th, 2017

★ SIGN-IN SHEET

Scattered Site Affordable Housing Concept Rezoning
Neighborhood Meeting

26-Oct-17

	NAME:	EMAIL:	PHONE:
1	Eric Mandaia	eric.3500lv@aol.com	928-522-3824
2	Cara Lisa Gabaldon	lisagabaldon@gmail.com	928-277-6023
3	Breana Higgs	Bphiggs44@gmail.com	928-600-5293
4	Terry Carls	terrycarls@earthlink.net	928-774-2116
5	Lee Brooks	_____	928-779-2050
6	Stanley Turner	StanleyTurner@comcast.net	928-814-9593
7	Lina H. Waller	lina@infomag.net	853-6603
8	Nina Swider	nswider@gmail.com	928-607-7757
9	William Tomlinson	tomlinson.wert@gmail.com	928-607-7073
10	Vicki White	zwachter@fuse.net	928-707-3548
11	Brad Gardner	bradgardner@mac.com	
12	Mark Spitt	ismoose@yahoo.com	928-527-3924

SIGN-IN SHEET

Scattered Site Affordable Housing Concept Rezoning
Neighborhood Meeting

26-Oct-17

	NAME:	EMAIL:	PHONE:
1	Bruce Greco	bcgreco@gmail.com	928-814-2427
2	MIKE LAZER	N/A	N/A
3	Arthur Studley	arstudley@yahoo.com	928-707-2319
4	Susan Greene	Susan-greene.ca@telus.net	N/A
5	Kasper Gantenwein	Kasper@2201.com	928-774-1550
6	Ron Talbott	rontalbott@gmail.com	928-255-3517
7	Sharon Super	sdsuper@aol.com	928-774-0769
8	Devonna McLaughlin	devonna@housingaz.org	928-814-8271
9	Norm Walker		779-1192
10	Dennis MacArthur	ccauto99@yahoo.com	928-6074943
11	Tad Moon	TADRESLES76@gmail.com	607-4113
12	MOSES MILLAR	mosespm@gmail.com	266 6189

SIGN-IN SHEET

Scattered Site Affordable Housing Concept Rezoning
Neighborhood Meeting

26-Oct-17

	NAME:	EMAIL:	PHONE:
1	Kurt Draper	longridr@gmail.com	928-853-7484
2	George Aukon	gaikon@yahoo.com	928 607 2289
3	Larry Abels	LarryAbels2@gmail	814.602.0706
4	Jean Manfield	jeanm774@aol.com	928-853-5787
5			
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12			

Citizen Participation Report

Methods to keep the Planning Director informed

As a part of the application process, The Housing Section is submitting a final report summarizing the public involvement process. This report includes the following information:

- Certification, on a form established by the Planning Director, that the meeting was noticed and conducted in compliance with the requirements of Section 10-20.30.060 of the Flagstaff Zoning Code.
- Details of the techniques the Applicant used to involve the public, including:
 1. Date and location of the neighborhood meetings;
 2. Copies of the letters and other correspondence, including dates and number of mailings or deliveries;
 3. A copy of the mailing list and a summary of where residents, property owners, and other affected parties receiving notices were located;
 4. The number and names of the people that participated in the process based on the sign-in sheet for the meeting; and
 5. A dated photograph of the notification sign installed in compliance with Section 10-20.30.060 Subsection D5 of the Flagstaff Zoning Code.
- A summary of concerns, issues, and problems expressed during the neighborhood meetings, including:
 1. The substance of the concerns, issues, and problems; and
 2. The City's response to the comments received at the neighborhood meeting. If public comments or suggestions are not included in future submittal documents, an explanation of why they were not included will be provided.

Citizen Participation Report

The neighborhood meeting for the concept rezoning of 3150 N West Street was held Thursday, October 26, 2017 at 5:00 PM at the Hal Jensen Recreation Center, 2304 N Izabel St.

A summary of the concerns raised and City staff response is as follows.

- After introduction to the meeting there was clarification needed about which parcel was being discussed for rezoning. There was general concern that the realignment properties in the area were being rezoned, and weren't they designated as open areas. Staff explained these areas are not a part of this rezoning application.
- Someone asked if the images in the poster were examples of what we wanted to build. Staff answered yes, a two story building would be built.
- Staff clarified what the current zoning is and what uses are permitted in the Public Facility zone, and what the Medium Density Residential zone would allow. Someone asked why it couldn't it retain its existing zoning and become a park.
- There was a suggestion that the City buy up mobile home parks and rehabilitate them.
- 23 parking spaces shown on concept plan is generally not well received, comments that the plan is different than reality. Staff explains that is the reason we have gathered the neighborhood at this point in the process.
- After the concept zone plan was reviewed there was a comment about how City determines how many units fit onsite. Someone asked if we could fit more units onsite. Staff explained that there is a citywide need for studios and one bedroom rental apartments.
- There was a comment that if we pursued this concept plan as shown, aren't there things we could do to limit traffic issues. Perhaps limit the number of people living in the units. It was asked if it can be made clear that students aren't eligible for these units. Staff explained we can't prohibit a student from living in a unit if they meet other income and independent tax status requirements, and that generally students do not seek affordable rental units.
- A property owner from a quarter mile away warned that there will be parking shortages because they provided more spaces than required at his property but there still aren't enough.
- There was a great concern about the number of stories of the proposed buildings – that if the building height was 35' the developer would try to get three stories. Staff responded that three stories at 35' is rarely seen. Attendees wanted assurance that a three story building will not be proposed, staff responded that the developer will be aware of the preference for two stories and will bring the site plan back to the neighborhood for review.
- There were a couple questions about the RFP; Is there a specific population these units need to serve, and does the RFP specifically state that a two story height limit would be enforced on this site. Staff answered that developers respond to the RFP with a special population they intend to serve, if any. Staff answered that a two story limitation at this site was not included in the RFP.
- By an informal vote, attendees decided they want to limit the building to two stories.
- There were several comments made by a neighborhood resident that did not receive a letter of notice for the meeting:
 - These meetings need to be scheduled later than 5 PM since people are still working.
 - Better notice methods should be put into place (Daily Sun, City website, etc).
 - Is there an opportunity to discuss alternative uses on the parcel given the existing traffic issues in the neighborhood.

Citizen Participation Report

- Increased traffic – due to the construction – contacted city council, PD – the PD says there is insufficient staffing to handle traffic issues
 - Concerned about increased crime in the area due to this type of housing.
 - Concerned about decreased property values.
 - There are federal NEPA and historic preservation requirements that City's Historic Preservation Officer should take seriously
 - It is part of the wildlife corridor
- Another question was if the project has an occupancy limit. There is concern about regulating the number of people living in each unit. Staff answered that the building code regulates occupancy but enforcement is very difficult.
- In response to the concern about decreased property values, another attendee stated that, as a real estate agent, he believes what will impact property values more is the mass exodus of people who can't afford to live here – affordable housing is the answer.
- There was another comment from a neighborhood homeowner that his house was his investment and retirement and can't imagine looking out and seeing a two story apartment. He is also concerned about their property values not being as high as other areas in town.
- Another comment that this rezoning sounds like it is a done deal. Staff answered that no, this is a public process and City Council makes the ultimate decision. Another asked if this site is housing or nothing, and are there no other options? Staff answered that this affordable housing project is relatable to Council's goal of increasing affordable housing stock.
- There was more concern that the notification process is inadequate – 4 months and 1 day until (LIHTC) application deadline – solid timeframes requested. Staff explained that the RFP is closed, a developer had just been chosen, and property negotiations will begin next week. Planning & Zoning Commission is likely to hear this rezoning case on November 30 (a Thursday at 4 PM) with Council shortly after. This information will appear on the City's website as soon as dates are confirmed. There was a comment that "fast tracked" projects should do a better job of getting the word out to the public, and that is a long standing problem. Staff suggested getting a spot on the Flagstaff Community Forum where the public can weigh in on this issue
- Another comment: are we sure there can't be development on the south end of the parcel where landscaping is? Staff answered that access easements will remain and the driveway to Safeway will be maintained. No new driveways will be introduced to the site.
- There was a question that if this goes forward, will the developer be required to install a roundabout, traffic light or other methods of traffic control since Linda Vista can be so dangerous. Staff explained that the addition of traffic signals further congest streets and that Linda Vista is a collector street and will always have more traffic than a neighborhood street. In addition, the size of this project doesn't warrant a traffic impact analysis.
- Staff explained the ownership of the apartments is not determined yet, but that there will be a property management company who is required, per the RFP, to keep a long term maintenance fund. There was concern that the finished apartment complex would have similar landscaping to Flagstaff Senior Meadows, that the landscaping at that facility is ugly.
- There was a question about the loss of ponderosa pine trees at the subject site which led to a discussion of the pine trees on McMillan Mesa. Staff explained the resource protection requirement for that area.

Citizen Participation Report

- The last discussion point was about the primary driveway off and onto the property. An attendee had heard the City Engineer discussing driveway standards on the radio and wondered if the driveway would be restricted to a one way turn. Staff clarified the existing full access driveway would remain.

Meeting ended at 6:45 PM.

Written comments submitted at the meeting are copied in the following pages.

Comment Card
Scattered Site Affordable Housing Concept Rezoning – Neighborhood Meeting
October 26, 2017

Thanks for holding a meeting on a topic that can be emotional for some people impacted. Flagstaff needs more small projects like this all over town. Parking does need to be plentiful. If height is an issue, why not dig down to lower the profile, that does increase cost. This is a good location for a project like this, It is close to schools, a store, etc.

Contact Information (optional):

Mark Spinti
Name

ismoose@yahoo.com
E-Mail

Comment Card
Scattered Site Affordable Housing Concept Rezoning – Neighborhood Meeting
October 26, 2017

I have concerns of what would happen if this project is not profitable, what will happen, will it be subsidised by taxes, closed, sold?
Also I think there could be an increase in crime if this goes through. Lastly I think it would be better if a new police station or fire station was built here instead, the current stations for both in this area are distant.

Contact Information (optional):

Eric Mandia
Name

eric35001v@aol.com
E-Mail

Comment Card
Scattered Site Affordable Housing Concept Rezoning – Neighborhood Meeting
October 26, 2017

My biggest concern w/ this concept zoning plan is having enough parking for this location. 23 spaces would not allow for each unit to have 2 cars or parking spaces per unit. The second concern is the added traffic that would be added to this intersection.

I am overall in support of affordable housing projects in Flagstaff. But I feel that this location is too small for family housing. My preference would be to keep this location as an open space and not develop on this location!

Contact Information (optional):

Name

Carlos Gabaldon

E-Mail

cgabaldon@gmail.com

Comment Card
Scattered Site Affordable Housing Concept Rezoning – Neighborhood Meeting
October 26, 2017

I Love This Plan. I would Support High Density Residential Zoning.

We NEED affordable housing.

I have no concerns about parking or traffic with this ~~SS~~ Concept.

Contact Information (optional):

Name

MOSES MILAZZO

E-Mail

mosesgm@gmail.com

Comment Card
Scattered Site Affordable Housing Concept Rezoning – Neighborhood Meeting
October 26, 2017

Keep it open space First maybe a Park
Limit Occupancy if it goes Through
Not Enough Parking
Great idea ~~is~~ wrong out conc

Contact Information (optional):

Dennis Roostma CC Auto 99 A Yahoo
Name E-Mail

Comment Card
Scattered Site Affordable Housing Concept Rezoning – Neighborhood Meeting
October 26, 2017

Conceptually — yes!

As long as stays in scale.

Thank you

Contact Information (optional):

Susan Greene susan-greene@earthlink.net
Name E-Mail

Comment Card
Scattered Site Affordable Housing Concept Rezoning – Neighborhood Meeting
October 26, 2017

I FEEL STRONGLY THAT THE LAND RUNNING PARALLEL TO N. WEST ST/EAST LINDA VISTA DRIVE SHOULD REMAIN AS OPEN LAND - AND NOT DEVELOPED! INADEQUATE PARKING SPACES & INCREASING TRAFFIC IN AN AREA WHERE TRAFFIC IS ALREADY A PROBLEM ARE TWO OF THE MANY REASONS. WITH HIGHER DENSITY LIVING, CRIME INCREASES. BECAUSE SAFETY IS A PRIMARY CONCERN, I FEEL THE FACT THAT IT IS SO PROXIMATE TO COCONINO, THE SECHRIST SCHOOL BUS (PICK UP SPOT) & OTHER SCHOOLS WHO USE THE NORTH WEST ST/EAST LINDA VISTA

Contact Information (optional):

Name

E-Mail

OVER

CORRIDOR AS THEIR MAIN WALKING ROUTE TO THEIR HOMES IT IS NOT IN THE BEST INTEREST OF EITHER THE NEIGHBORHOOD (NOR THE CITY) TO DEVELOP THIS LAND. PLEASE KEEP THIS LAND OPEN!!

In case you think I'm a snob, my granddaughter, her husband and 2 boys live in low income housing off 3rd Street and it backs up to a school. Because of the school, there is beautiful

landscaping wonderful Police Patrols and great supervision. Learning off West Street and Linda Vista would not be the same as this area. Who would be first to walk into speeding traffic? Let real with low income housing

Comment Card
Scattered Site Affordable Housing Concept Rezoning - Neighborhood Meeting
October 26, 2017

I have lived in Flagstaff since 1962 coming here because of the university. The first three years were spent House Hunting looking for a place, tired, spots close to schools. We purchased our 1/2 acre spot in the Spring of 1965 and hired our contractor. We built our dream home close to schools, in a great neighborhood, near other university people and we were sage, had backgrounds similar to our neighbors, and our happy with our great neighbors.

Contact Information (optional):

Linda K Brooks
Name

E-Mail

Now the city is trying to spoil our safe quiet neighborhood!!! I am disgusted with this current thinking!

Jennifer Mikelson

From: Devonna McLaughlin <devonnam@housingnaz.org>
Sent: Thursday, November 02, 2017 1:40 PM
To: Jennifer Mikelson
Subject: RE: Neighborhood Meeting Notes from 10.26.17

Hi Jennifer,

Thanks for sending out the meeting notes and for providing an additional opportunity for public comment. I was present at the community meeting re: the proposed rezoning of the City land located at 3100 N. West St, but had to leave early.

I appreciate the opportunity to weigh in on the proposed rezoning of the City property, located at 3100 West St. from Public Facility to Medium Density Residential. Our city is in dire need of affordable housing. Every affordable housing property and program in town has waiting lists with hundreds of families who are seeking decent, affordable housing. This property would be ideal for affordable housing development as it is close to a grocery store, schools, public transportation, banking, etc. The proposed medium density residential use is in keeping with the surrounding neighborhood. There is significant open space and park amenities nearby so the development of this property will not negatively impact neighbor's access to open space. Because affordable housing is such a huge community need, I urge Council and the City to move forward with the re-zoning of this property to create affordable housing.

Devonna McLaughlin | Executive Director
Housing Solutions of Northern Arizona
1000 N. Flagstaff, AZ 86001 | Phone: (480) 745-1111 | Email: devonnam@housingnaz.org
Follow us on Facebook | Website | Twitter | Instagram



From: Jennifer Mikelson [mailto:JMikelson@flagstaffaz.gov]
Sent: Thursday, November 02, 2017 11:45 AM
To: Jennifer Mikelson
Subject: Neighborhood Meeting Notes from 10.26.17

Hello,
I have attached for your review a report of the neighborhood meeting held for the concept rezoning of the City parcel located at 3100 N West Street. Please let me know if the meeting notes do not capture the content of the meeting, or if I can answer any other questions. All written comments received at the neighborhood meeting as well as emails sent to City staff will be included as part of a packet to the Planning & Zoning Commission and City Council. If you would like to provide an additional written comment to be included in the public hearing staff reports, you can send them to me up until Friday, November 17. Please anticipate another letter detailing the public hearing process for this concept rezoning case.

Thank you for your participation in this first step of our Scattered Site Affordable Housing project.

Jennifer

Jennifer Mikelson

From: Tiffany Antol
Sent: Monday, October 30, 2017 4:49 PM
To: Jennifer Mikelson; Justyna Costa; Sarah Darr
Subject: FW: Comments on Proposal Re; Project 2017.16

Tiffany Antol, AICP

Planning Development Manager
City of Flagstaff | Community Development
211 West Aspen Avenue | Flagstaff, AZ | 86001
P: (928) 213-2608 | F: (928) 213-2089

From: bcgreco@gmail.com [mailto:bcgreco@gmail.com]
Sent: Thursday, October 26, 2017 8:00 PM
To: Tiffany Antol <TAntol@flagstaffaz.gov>
Subject: Comments on Proposal Re; Project 2017.16

Ms Antol:

Thank you for providing your contact information at tonight's public meeting so I feel that I have an adequate opportunity to provide some comments on the housing proposal on North West Street (Project 2017.16).

As I stated in the meeting, the City of flagstaff has failed to adequately notify & provide adequate information to the public, to date, on this project proposal. One sign posted on the parcel (that required stopping in an unsafe area in a driving lane, to read) and mailing to residents within 1000' feet may have met the "requirement" of public notification, but shame on the city; you must do better! At least communicate to us thru the city website.

My comments are coming from one who has participated in many different planning processes regarding lands in the City of Flagstaff, since late 1970's. Let me sum up my input by referencing a portion of the Flagstaff Open Spaces Management Plan, one of which I gave substantial input to:

"The Regional Plan reiterates the idea that the preservation of open space enhances a community's quality of life. Building on that, the plan explores how open spaces function as recreational sites, as buffers between neighborhoods, as corridors for trails and for wildlife, and many other uses.

In May of 2004, voters approved a bond question that enables the city to expand the Flagstaff Urban Trails System and to acquire neighborhood open space. The citizens' support of Question 302 allocated \$7.6 million to be used for the following purpose. The acquisition of up to approximately 550 acres of open space lands in and around the City's neighborhoods consisting of wildlife habitat, geological features, riparian and scenic areas, and buffers spread throughout the City and for the connection of neighborhoods, parks, schools, employment, shopping and other areas with approximately 50 miles of the Flagstaff Urban Trails System.

Prior to May 2004, the city had designated for open space 260 acres of city-owned land on McMillan Mesa. A third bond question sought to raise \$10 million to purchase an adjacent 110 acres for open space. The question narrowly failed at the polls. The planning documents, the formation of the Open Spaces Commission, and the voters' approval of bond questions provide abundant evidence that the community values open space and wants to protect it." That's over \$13

million dollars invested to increase and retain quality areas such as this parcel. To re-zone it residential is to defy the initial vision and intent of what we worked for as a community for the last two decades.

Parcels like this one exemplify the intent and vision of providing buffers, filters and connectivity between residential and forested-open spaces that provide the 'quality of place' that we are losing so much of in Flagstaff. This area provides significant opportunity for pedestrian access from residential to commercial areas. Why not increase that experience by maintaining it as open space or a neighborhood park, of which does not exist in this area? I request that this option be evaluated and documentation of the evaluation be provided to the public.

In the spirit of clarity & brevity, I'll add the additional input:

- The parcel currently provides connectivity to key wildlife habitat, as a minimum, that I have observed in the immediate area (Mule deer, squirrels, foxes, coyotes, rodents & birds)
- Building on this parcel will not achieve "Resource Retention" as stated by City Staff at the meeting, to be a very high priority for all parcel assessments.
- Parking on site, traffic ingress/egress, safety are concerns that need addressing
- Please evaluate alternate uses, including leaving the parcel as open space or a public-neighborhood park prior to submitting recommendations for rezoning and development.

I request to be added to any mailing list to receive notifications of future opportunities to comment and any meetings associated with this project proposal.

Thank you,
Bruce Greco
bcgreco@gmail.com

Sent from Mail for Windows 10

Jennifer Mikelson

From: Jennifer Mikelson
Sent: Monday, October 30, 2017 2:57 PM
To: 'Adrienne Wasserman'
Subject: RE: 3050 N. West St. Concept Rezoning

These affordable units are intended for low income individuals and families **earning 30-60% of the area median income**. The residents would all need some form of income to qualify. As of now we aren't focusing on veterans or seniors, however, the developers will weigh in on who they are designing the units for, since they will ultimately be the property managers. To give you an idea of the income limits for these units, a family of four in Flagstaff would need to earn less than \$37,680 annually. A single individual would need to earn \$26,400 or less to qualify to rent there.

We like the West Street location for specifically the reasons you mentioned, and we do hope that it encourages some households to bring fewer cars. The comments we've received at two public meetings so far are the opposite of your thoughts; there is fear that the parking provided is not nearly enough and we should have more. The parking spaces shown on the concept plan is the number that is required by the zoning code. Your comments on parking would be a welcome challenge to the perception that all residential projects in this town aren't adequately parked!

Thank you and let me know if you have any other comments ahead of the public hearings.
Jennifer



Jennifer Mikelson
Housing Analyst | City of Flagstaff | 928.213.2744

From: Adrienne Wasserman [mailto:wassermanadrienne@gmail.com]
Sent: Sunday, October 29, 2017 11:25 AM
To: Jennifer Mikelson <JMikelson@flagstaffaz.gov>
Subject: Re: 3050 N. West St. Concept Rezoning

Dear Ms. Mikelson:

Thank you for your prompt, courteous and detailed message. I do have an inquiry: what income level will the tenants have to be to qualify for what I assume is subsidized rent? Is this designed to help unemployed people in Flagstaff, low income working poor families, seniors, veterans?

Larry and I are conscious enough of the need for affordable housing to reserve judgement until we know more. My first thought was that placement right next to a supermarket was a good idea for those who no longer drive, or don't have reliable transportation, but now I see parking places enough for every family. I will point out that a bus stop is right at the end of the Safeway shopping center; if we're talking about the very real need to have transportation to work, do you really need to have parking places enough for every adult in the complex?

Thank you again,

Sincerely,

Adrienne and Larry Wasserman

On Thu, Oct 26, 2017 at 12:54 PM, Jennifer Mikelson <JMikelson@flagstaffaz.gov> wrote:

Hi Adrienne-

Good speaking with you this morning and thank you for your interest in this project. I've attached a concept plan of what we intend to see built on the site. The concept plan includes information like the number of residential units and parking spaces required. The architectural elevations will come later this winter, and the developer will lead those neighborhood meetings. The next mailing you receive from the City will announce the public hearing schedule for the Planning & Zoning Commission and City Council. You will be able to make a formal public comment at these hearings if you chose. Please let me know if there is anything about the project you want more information about and I'll be happy to get back to you. Have a great day!

-Jennifer



Jennifer Mikelson

Housing Analyst | City of Flagstaff | [928.213.2744](tel:928.213.2744)

Jennifer Mikelson

From: Tad Moore <tadrealstate@gmail.com>
Sent: Friday, October 27, 2017 5:05 PM
To: Jennifer Mikelson
Subject: Re: More affordable housing info

Sounds good! Thanks!



Tad Moore / Realtor, e-Pro
tadrealstate@gmail.com / 928.607.4113

RE/MAX Peak Properties
928.214.7325
717 W. Riordan Road Flagstaff, AZ 86001
www.tadmoorerealestate.com



On Oct 27, 2017, at 4:44 PM, Jennifer Mikelson <JMikelson@flagstaffaz.gov> wrote:

Thanks for your support! I will keep you in mind for certain outreach but the only thing I can think of off-hand is to have you show up for the Commission and Council meetings with a public statement in favor of the affordable rentals. I'll be in touch with you as I talk with our team about outreach going forward.

From: Tad Moore [<mailto:tadrealstate@gmail.com>]
Sent: Friday, October 27, 2017 1:30 PM
To: Jennifer Mikelson <JMikelson@flagstaffaz.gov>
Subject: Re: More affordable housing info

Thank you so much Jennifer! This issue is something I'm pretty passionate about. What other ways can I get involved and help?

Thanks!
Tad



Tad Moore / Realtor, e-Pro
tadrealstate@gmail.com / 928.607.4113

RE/MAX Peak Properties
928.214.7325
717 W. Riordan Road Flagstaff, AZ 86001
www.tadmoorerealestate.com

On Oct 27, 2017, at 11:32 AM, Jennifer Mikelson <JMikelson@flagstaffaz.gov> wrote:

Hi Tad-

Thank you for coming last night and sharing your professional opinions about property values. At public meetings like these it's always so helpful to have a voice in support of affordable rentals. Sarah Darr asked me to forward you some basic information we put

out this summer regarding the Scattered Site Affordable Housing project. This PDF includes the “Schultz” parcel which was eventually traded by City Council at a July Council meeting for the Sawmill property at the corner of Lone Tree and Butler. If there’s something that’s confusing let me know and I’ll help explain or send other info – it’s been a winding path just getting to these rezoning cases!

Have a great weekend,
Jennifer

<image001.jpg>

Jennifer Mikelson
Housing Analyst | City of Flagstaff | 928.213.2744

<Fact Sheet 06192017 with drawings.pdf>

Jennifer Mikelson

From: Norm Wallen <normwallenflg@gmail.com>
Sent: Friday, October 27, 2017 11:26 AM
To: Jennifer Mikelson
Subject: Re: Locations of LIHTC properties

Thanks, Norm

On Fri, Oct 27, 2017 at 11:18 AM, Jennifer Mikelson <JMikelson@flagstaffaz.gov> wrote:

Hi Norm-

Thank you for attending our first outreach effort in this concept rezoning application process. Tiffany says you'd like a list of the low income housing tax credit (LIHTC) properties in town. I've attached an informational flyer we have available at our Housing office for those in search of affordable rentals. On the second page you'll find the names and addresses of all the LIHTC properties. Let me know if any questions come up in the coming weeks and I'll be happy to help!

Have a great weekend,

Jennifer



Jennifer Mikelson

Housing Analyst | City of Flagstaff | [928.213.2744](tel:928.213.2744)

Jennifer Mikelson

From: Tiffany Antol
Sent: Friday, October 27, 2017 11:10 AM
To: Jennifer Mikelson
Subject: FW: Thank you -- Affordable Housing Concept Zoning Mtg

Follow Up Flag: Follow up
Flag Status: Flagged

Tiffany Antol, AICP

Planning Development Manager
City of Flagstaff | Community Development
211 West Aspen Avenue | Flagstaff, AZ | 86001
P: (928) 213-2608 | F: (928) 213-2089

From: Mo Ses [mailto:mosespm@gmail.com]
Sent: Friday, October 27, 2017 10:19 AM
To: Tiffany Antol <TAntol@flagstaffaz.gov>; Sarah Darr <sdarr@flagstaffaz.gov>
Subject: Thank you -- Affordable Housing Concept Zoning Mtg

Hello!

I wanted to thank you, again, for holding the affordable housing neighborhood meeting last night.

I am in complete support of this initiative and others like it across the city.

As an individual employer who brings in approximately 0.02% of the city's economy through federal grants, I find it incredibly difficult to hire and retain talented and skilled employees (software developers, geologists, and everybody in between) who can afford to live in the city. I often lose potential employees to more attractive salaries in places like Silicon Valley, Denver, Seattle, Tucson, Phoenix, and other areas with high tech reputations. If I could hire more people, I could probably double or triple the amount of money I bring in (in federal dollars) to the Flagstaff Community.

As a community member who has spent more than 30 years—and who plans to live quite a bit longer in the area, I am also concerned about the long-term viability of a city whose main employment is through the service industry, which cannot pay enough for people to work one job and afford rent or home ownership. This is not sustainable.

I have would like to contribute to these initiatives in any way possible, so if there's something I can do to help, please let me know.

Thanks again!

--Moses Milazzo
928 266 6189
mosespm@gmail.com

Jennifer Mikelson

From: Jennifer Mikelson
Sent: Tuesday, November 07, 2017 8:47 AM
To: 'Jennifer Spinti'
Subject: RE: Comments on affordable housing project located at 3100 N West Street

Ms. Spinti-

Thank you very much for your comments on this rezoning case. I'm glad someone was able to forward you the meeting summary so you can weigh in on the matter. If you have other questions or would like to be added to the notifications mailing list let me know. Your comment will be included in the packets to the Planning & Zoning Commission and City Council.

Have a great day,
Jennifer

Jennifer Mikelson
Housing Analyst | City of Flagstaff | 928.213.2744

-----Original Message-----

From: Jennifer Spinti [mailto:jennifer.spinti@gmail.com]
Sent: Monday, November 06, 2017 10:55 PM
To: Jennifer Mikelson <JMikelson@flagstaffaz.gov>
Subject: Comments on affordable housing project located at 3100 N West Street

Dear Jennifer,

Your email summarizing the public input from the October 26, 2017, meeting relating to the proposed affordable housing project at 3100 N West St was forwarded to me. I would like to have my comments included in the public record. I live a few blocks from the proposed site (above Linda Vista) and ride my bike by the site almost daily. I think this site is a great location for this type of project. Right now it is a small, isolated parcel of "open space" that seems to collect only trash and transients, not wildlife. I know because my family and I have picked up trash on this parcel many times. Its location along a busy street next to a shopping center means that are limited uses for this parcel. Affordable housing seems like a perfect fit because it is close to shopping, to downtown, to schools, and to the city bus system. I am unclear why people are concerned about traffic impacts. I anticipate that most occupants exiting the property would be heading south on West Street toward Cedar and thus away from the congestion on Linda Vista. Also, recent congestion on Linda Vista is a direct result of the road construction on Lockett, so the traffic load should decrease once Lockett is reopened. As for the removal of trees, there is considerably more tree removal going on in the forest at the base of Mt. Elden than any tree removal due to building construction.

Sincerely,

Jennifer Spinti
2130 E. Skyline Dr.
Flagstaff, AZ 86004

Scattered Site Affordable Housing Concept Rezoning
Record of Public Correspondence

Phone Call Tracking as of November 6, 2017

1. Pete Nicholson, (928) 526-246
Left message 10/9/17, called back 10/17/17

Needed general clarification of what the notice was regarding and how it may affect his rentals in the neighborhood. He said he couldn't attend the neighborhood meeting, but said he was supportive of the project.

2. Tony Jennis, (928) 380-7063
Left message 10/10/17, called back 10/17/17

Needed general clarification of what the notice was regarding and what the plans for the parcel were. He wanted to be sure there was no further action required on his part. He couldn't attend the neighborhood meeting but said he was supportive of the project.

3. Rick Lopez, (928) 600-1949
Called 10/20/17

Wanted to verify which parcel on West Street was being developed. He asked for an update about the Scattered Site Affordable Housing RFP.

4. Adrienne & Lawrence Wasserman, wassermanadrienne@gmail.com, (928) 774-3654
Left message 10/25/17, called again 10/26/17

They live above the West street location on Appalachian. She and her husband can't make it to the meeting but would like more information about the proposed project. Will send her an email including the concept plan and project narrative.

5. Michael Cerise, (928) 699-7211, mikesouris@aol.com
Called 11/6/17

As the primary property owner of the Safeway shopping center, he wanted to convey a few comments. First, he wasn't notified until the morning of Monday November 6, by a concerned resident. He provided his correct mailing address so that he would receive the upcoming public hearing notice. Second, he was under the impression the subject property was zoned as public land open space and has an old map indicating such. Third, he is concerned that the complex will be under parked and tenants will use his parking lot. He was notified that written comments are encouraged for the upcoming public hearings if he can't attend, and gave his email address so that staff could send him the concept plan and neighborhood meeting notes.

Kaspar Gantenbein
1919 E Linda Vista Drive
Flagstaff AZ 86004
Tel: 928-774-1559
e-mail: kasparg@aol.com

Flagstaff 11-17-2017

Flagstaff City Council
and
Flagstaff Planning and Zoning Commission.

Re: Re-zoning request for property at 3050N West Street.

Ladies and Gentlemen:

Before presenting my case let me give you a short description of myself, my education and my business experience. I was born in Switzerland where I studied architecture and city planning at one of Europe's top universities. In 1957 I joined the staff of one of the largest US developers in Phoenix AZ and worked there for 3 years. In 1960 I moved to Flagstaff and started my own business as a General Contractor, Developer and Real Estate Broker. During the period of 1961 to 1995 I developed multiple commercial projects in Arizona and New Mexico a couple of dozens of residential subdivisions. I stopped doing local projects in 1995 when the City started pushing development types (cottage housing) which in my opinion would not work in our area. Time has proven me right.

The reason I decided to get involved with this re-zoning request is as follows:
I live approx a quarter mile away from the property being re-zoned and some of my companies also own several commercial and residential properties within the same distance. Let me tell you why I think this re-zoning should be denied.

1. This request is a flagrant case of spot zoning. It is against all principles of proper zoning and in this case seems to have heavy political reasons. It could face legal challenges.
2. The parcel in question is at the west entrance of several subdivisions nestled at the foot of Mount Eden and should be preserved in its present forested condition.
3. I understand that the City is under time pressure to receive funds for low income housing. If this is the case why not use these funds to add more units to the already existing and properly zoned project at Izabel Street, situated approx 1/4mile south of the West street site. It is important to have on-site management in this type of projects. The Izabel street project already has this. Having on-site management on a small project like the West Street project would not be feasible.
4. Fifty-five years of experience in developing properties make me disagree with 2 comments made by city staff during the 10-26-17 meeting.
 - a) Owning similar rental projects in this area has shown us that the number of parking spaces according to City code is not meeting actual demand and eventually leads to problems.
 - b) I disagree with the statement that the value of homes in subdivisions adjoining affordable housing projects will not decrease.

I hope you will be able to overlook political issues and make your decision according to good zoning principles.

Sincerely,



Kaspar Gantenbein

Alaxandra Pucciarelli

From: Kathy Jenkins <jenkins4flag@gmail.com>
Sent: Wednesday, November 29, 2017 4:09 PM
To: Alaxandra Pucciarelli
Subject: Re: FW: West Street rezoning

Hi Alexandra,

Thank you for sending the information on the West Street rezoning proposal. I also received information from Jennifer which was very helpful. I'm requesting that you pass this e-mail along to the P&Z Commission for their public hearing on November 30th. I was with the City of Flagstaff Planning Department for approximately 26 years before retiring a few years back. So here are my questions for staff and the commission regarding the affordable housing proposal.

1. When the office complex to the east of the subject property was approved and constructed, the City required access be taken from the Cedar Shopping Center and not through the City owned property. The zoning and corresponding land use designation for the City property at that time was public land/open space. There was also documentation that the City owned parcel was part of the Buffalo Park annexation after the original Buffalo Park dedication. I would like to know when the City property's current zoning and land use designation was changed. Along with the public notification process, and if the Buffalo Park boundaries were studied or modified.
2. Will on-street parking be permitted along the property frontage? Currently a designated bike lane is adjacent to the sidewalk.
3. I support staff's recommendation for applying resource. protection standards, but would suggest a specific percentage be noted instead of the greatest extent possible.
4. The property will be sold to a private developer, will there be requirements for property maintenance?
5. Has staff, commission or council considered an affordable housing project for the site that would include ownership? Similar to the townhouse units constructed in Sunnyside?
6. I was pleased that the preliminary concept plan placed parking to the rear of the structure and that the existing driveway would be utilized with no additional driveway cuts.
7. There have been some great looking small scale apartment projects built in the past few years and some that have missed the mark. I was pleased to read in the informative staff summary that the developer will conduct a neighborhood meeting when additional site plan information is available. After all the devil is in the details.

Thank you for the opportunity to comment. Please give me a call at 928-6073938.

Sincerely,
Reed Jenkins
1030 E. Appalachian Road
Flagstaff, AZ 86004

On Wed, Nov 29, 2017 at 9:51 AM, Alaxandra Pucciarelli <APucciarelli@flagstaffaz.gov> wrote:

Reed-

Attached please find the staff report for the West Street property. Feel free to email me any comments.

Thanks,

Alexandra Pucciarelli

Planning Development Manager

Current Planning Program

211 W. Aspen Avenue

Flagstaff, AZ 86001

Phone: (928) 213-2640

Email: apucciarelli@flagstaffaz.gov

Alaxandra Pucciarelli

From: mikesouris@aol.com
Sent: Wednesday, November 29, 2017 11:50 AM
To: Jennifer Mikelson
Cc: Sarah Darr; Justyna Costa; Alaxandra Pucciarelli
Subject: Re: Public Hearing Schedule

Dear Jennifer,

Please consider this email our formal reply concerning the proposed hi density residential development proposed for the West Street location. Cedar West Capital, owners of the Cedar Safeway Shopping Center, opposes the project as described for the following reasons;

- The easement was designed to accommodate access for delivery trucks to the Cedar Hills Shopping Center and the office project located at 3100 N. West Street. It is not uncommon for delivery vehicles to park along the edges of the easement waiting in the q to park at the rear entrance of Safeway to offload.
- The subject parcel was zoned PLO-E and the owners of Cedar West along with the owners of the adjoining office complex were told it would never be developed.
- Cedar West is responsible for the maintenance and repair of the access and during snow season, snow is pushed to the outer edges of the easement to keep access possible.
- Access to the proposed project should come through curb cuts off of West Street.
- The project as proposed does not provide adequate parking, and Cedar West is concerned that future residents will park on Cedars property.
- Cedar West is concerned about safety issues that could arise due to the development of the subject parcel.

Sincerely,

Mike Souris
Cedar West Capital Investors, LLC.

-----Original Message-----

From: Jennifer Mikelson <JMikelson@flagstaffaz.gov>
To: Jennifer Mikelson <JMikelson@flagstaffaz.gov>
Cc: Sarah Darr <sdarr@flagstaffaz.gov>; Justyna Costa <jcosta@flagstaffaz.gov>; Alaxandra Pucciarelli <APucciarelli@flagstaffaz.gov>
Sent: Wed, Nov 22, 2017 8:42 am
Subject: Public Hearing Schedule

The public hearing process is underway for the rezoning of two city properties located at 1700 E. 6th Avenue and 3100 N. West Street. The properties are currently zoned Public Facility and the City is proposing to rezone both to Medium Density Residential. Anyone interested in attending will have the opportunity to speak publicly on the matter, or submit a comment card. All written comments received through November 20 have been included in packets for the Commissioners and Council to review ahead of their public hearings.

The successful proposer to the City's Scattered Site Affordable Housing RFP, Brinshore Development, will attend the Planning & Zoning Commission hearing on November 30th to present their ideas to the community and listen to issues raised at the hearing.

Schedule of upcoming public hearings

Meeting	Date	Time	Location
Planning & Zoning Commission	Thursday	4:00 PM	City Council Chambers

	November 30		211 W Aspen Avenue
City Council (1 st public hearing)	Tuesday December 19	6:00 PM	City Council Chambers 211 W Aspen Avenue
City Council (2 nd public hearing)	Tuesday January 2, 2018	6:00 PM	City Council Chambers 211 W Aspen Avenue

Additional Meeting Information

Agendas for each meeting are available on the [Planning & Zoning Commission's webpage](#) and [City Council's webpage](#). Meeting information and additional application materials are posted to [Facebook](#) and the City's [News & Announcements page](#). If you are unable to attend the meetings in person you can watch them [here](#).

You received this email if you signed in at the neighborhood meetings held on October 23rd & 26th, or if you contacted City staff with a comment or question pertaining to the rezoning of City property.



Jennifer Mikelson
Housing Analyst | City of Flagstaff | 928.213.2744

NOTICE OF PUBLIC HEARINGS

NOTICE IS HEREBY GIVEN that the Flagstaff Planning and Zoning Commission will hold a Public Hearing on Thursday, November 30, 2017, at 4:00 p.m. and the Flagstaff City Council will hold a Public Hearing on Tuesday, December 19, 2017, at 6:00 p.m. to consider the following:

A. Explanation of Matters to be considered:

1. A proposed amendment to the official City of Flagstaff zoning map to rezone 1.38 acres from Public Facility (PF) to Medium Density Residential (MR) for the purpose of multi-family residential development.

The site currently consists of land owned by the City of Flagstaff at 3050 N West Street.

B. General Description of the Affected Area:

Approximately 1.38 acres, Coconino County Assessor's Parcel Number 109-02-001P, situated in the NW ¼ of Section 11, Township 21 North, Range 7 East, located at 3050 N West Street, City of Flagstaff, Coconino County, Arizona.

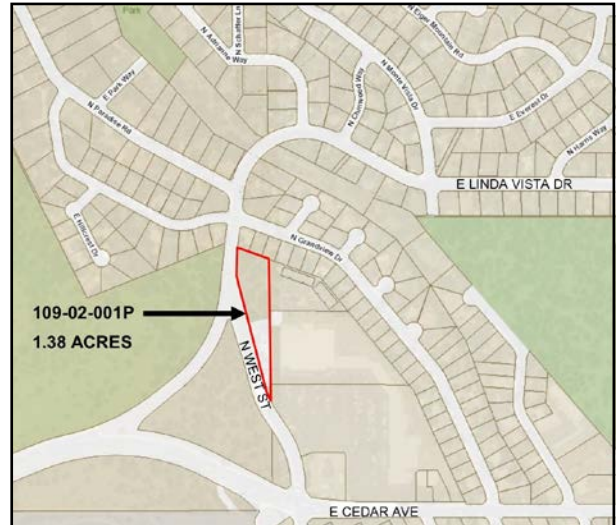
The Council hearing for these items may be continued if the Planning and Zoning Commission has not given a recommendation.

Interested parties may file comments in writing regarding the proposed amendment or may appear and be heard at the hearing dates set forth above. Maps and information regarding the proposed amendment are available at the City of Flagstaff, Planning and Development Services Section, 211 West Aspen Avenue, and both the City's website at: <http://www.flagstaff.az.gov/> and Facebook page at: <https://www.facebook.com/CityofFlagstaff/>

Unless otherwise posted, all Planning and Zoning Commission and City Council meetings are held in the Council Chambers of City Hall, 211 West Aspen Avenue, Flagstaff, Arizona.

PROPOSED CONCEPT ZONING MAP AMENDMENT

From Public Facility (PF) to Medium Density Residential (MR) for the purpose of multi-family residential development



ADDRESS: 3050 N West Street
APN: 109-02-001P
ACRES: Approximately 1.38 Acres
City of Flagstaff
Coconino County

FOR FURTHER INFORMATION CONTACT

Alaxandra Pucciarelli
Planning Development Manager
Planning & Development Services
211 West Aspen Avenue
Flagstaff, Arizona 86001

(928) 213-2640
apucciarelli@flagstaffaz.gov

Publish: November 14, 2017



ORDINANCE NO. 2018-05

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, AMENDING THE FLAGSTAFF ZONING MAP TO REZONE APPROXIMATELY 1.38 ACRES OF REAL PROPERTY LOCATED AT 3050 N WEST STREET, FROM PUBLIC FACILITY (“PF”) TO MEDIUM DENSITY RESIDENTIAL (“MR”); PROVIDING FOR SEVERABILITY, AND ESTABLISHING AN EFFECTIVE DATE

RECITALS:

WHEREAS, The City of Flagstaff (the “Applicant”), applied for a Zoning Map Amendment for approximately 1.38 acres of land located at 3050 N West Street, Coconino County, Arizona, a legal description of which is provided in Exhibit “A” attached hereto (“the Property”), for the purpose of multi-family residential development; and

WHEREAS, in furtherance of the Applicant’s reasons for the rezone, the Applicant has applied to the City of Flagstaff to amend the zoning of the Property from Public Facility (PF) zone to Medium Density Residential (MR) zone for 1.38 acres; and

WHEREAS, the Applicant conducted a neighborhood meeting on October 26, 2017, to discuss the proposed Zoning Map Amendment with the surrounding community, as required by Section 10-20.50.040 of the Flagstaff Zoning Code; and

WHEREAS, the Planning and Zoning Commission has formally considered the present Zoning Map Amendment application following proper notice and a public hearing on November 30, 2017, and has recommended approval of the requested zoning application, subject to the Applicant’s compliance with certain conditions set forth below; and

WHEREAS, the Council finds that the Applicant has complied with all application requirements set forth in Chapter 10-20 of the Flagstaff Zoning Code; and

WHEREAS, the staff has recommended approval of the Zoning Map Amendment application, subject to the condition proposed by the Planning and Zoning Commission, as augmented by staff, as set forth below, and the Council has considered the condition and has found the condition to be appropriate for the Property and necessary for the proposed development; and

WHEREAS, the Council has read and considered the staff reports prepared by the Planning Division and all attachments to those reports, the Applicant’s application, the narrative provided by the Applicant, and all statements made by the Applicant during the presentation to Council, and the Council finds that the proposed Zoning Map Amendment, subject to the condition set forth below, meets the findings required by Section 10-20.50.040(F)(1)(a) of the Flagstaff Zoning Code.

ENACTMENTS:

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLAGSTAFF AS
FOLLOWS:**

SECTION 1. The foregoing recitals are incorporated as if fully set forth herein.

SECTION 2. The amendment requested in the application is consistent with and conforms to the goals of the General Plan.

SECTION 3. The amendment requested in the application will not be detrimental to the public interest, health, safety, convenience or welfare of the City and will add to the public good as described in the General Plan.

SECTION 4. The affected site is physically suitable in terms of design, location, shape, size, operating characteristics, and the provision of public and emergency vehicle access and public services and utilities to ensure that the amendment requested in the application will not endanger, jeopardize or otherwise constitute a hazard to the property or improvements in the vicinity in which the property is located.

SECTION 5. The Zoning Map designation for the Property is hereby amended from Public Facility (PF) zone to the Medium Density Residential (MR) zone for approximately 1.38 acres, as depicted in Exhibit "A", through the approval of the application and all other documents attached to the staff summary submitted in support of this ordinance.

SECTION 6. The City is specifically relying on all assertions made by the Applicant, or the applicant's representatives, whether authorized or not, made at the public hearing on the zone change application unless the assertions were withdrawn on the record. Those assertions are hereby incorporated into this ordinance.

SECTION 7. That the Zoning Map Amendment be further conditioned upon the Applicant's satisfaction of the following conditions proposed by the Planning and Zoning Commission, as augmented by staff:

CONDITIONS:

1. The selected developer must hold an additional neighborhood meeting prior to applying for Site Plan review.
2. The Site Plan approved by IDS must also be approved by City Council.
3. The Resource Protection Standards shall be applied to the site to the greatest extent feasible.
4. The building height shall be limited to two-stories.
5. All historical and archeological assessments up to and including a section 106 report will be required to comply with all local, state and federal laws.

SECTION 8. That City staff is hereby authorized to take such other and further measures and actions as are necessary and appropriate to carry out the terms, provisions and intents of this Ordinance.

SECTION 9. If any section, subsection, sentence, clause, phrase or portion of this ordinance or any part of the code adopted herein by reference is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

SECTION 10. This ordinance shall become effective sixty (60) days following adoption by the City Council.

PASSED AND ADOPTED by the City Council of the City of Flagstaff this 2nd day of January, 2018.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

Exhibit "A"

Legal Description of Property

Exhibit "B"

Legal Description of New Zoning

CITY OF FLAGSTAFF
STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Josh Copley, City Manager
Co-Submitter: John Stigmon, President & CEO, Economic Collaborative of Northern Arizona (ECoNA)
Date: 12/28/2017
Meeting Date: 01/02/2018



TITLE

Executive Leadership Housing Roundtable Update

STAFF RECOMMENDED ACTION:

Information Only

EXECUTIVE SUMMARY:

At its work session on April 28, 2015, Council gave direction to staff to facilitate a discussion among major community employers regarding housing issues and associated challenges experienced by their respective workforces. The intent of this direction was to allow Council to better understand the specific needs of employers and what impact our housing situation has on their ability to recruit and retain employees rather than rely on anecdotal information. This would then allow Council to approach solution strategies that had the best chance for a successful outcome.

The first meeting of the Executive Leadership Housing Roundtable occurred at City Hall on Jan 13th, 2016. This meeting was well attended by the leaders of every major employer in Flagstaff including Northern Arizona Healthcare, GORE, Nestle-Purina, Joy Cone, FUSD, NAU, City of Flagstaff, Coconino County, and the Navajo Nation. We had a very productive meeting and received some informative presentations from our City of Flagstaff Planning and Housing staffs. After a roundtable discussion where each executive spoke about his or her organization's unique housing challenges we decided that, corporately, we share a common problem that would best be solved by continuing to work together. We recognized that developing housing solutions is complex and will involve private sector developers, land, capital investment, infrastructure, and policy.

Additionally, we decided that it would be best to have ECoNA act as the facilitator of continued meetings so that no one organization was perceived to be driving the discussion.

We met again on June 27th 2016 at the Northern Arizona Center for Entrepreneurship and Technology (NACET) and continued our dialogue. We had a presentation on some of the housing cost drivers that are experienced by several cities, including Flagstaff, situated in the Rocky Mountain West region. We agreed that we needed more consistent and reliable information to assist us in formulating solution strategies. This included engaging the services of a consultant to assist us in understanding the real estate market, assessing availability of housing assistance resources, identifying financial gaps between typical wages and housing costs, and identifying the key obstacles to employee housing availability. We

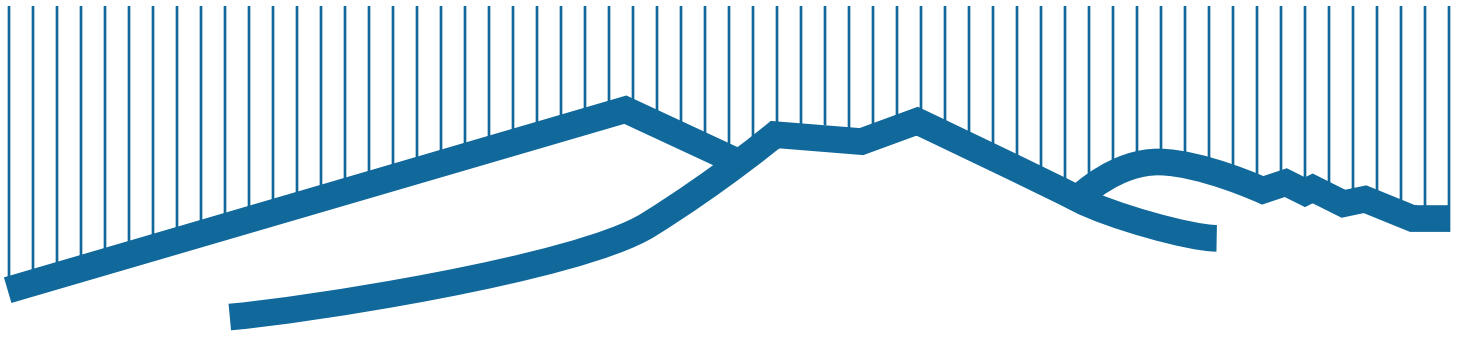
also decided that we needed to survey our combined employee workforce to better understand their perspectives.

In the fall of 2016 ECoNA contracted with the Northern Arizona University W.A. Franke College of Business to conduct a comprehensive workforce survey of 13 of the largest employers in the Flagstaff Metropolitan Planning Area. The goal of this study was to better identify and quantify the complex relationship between housing and workforce.

In the spring of 2017 Werwath Associates was engaged to explore the challenges and opportunities for both employee assisted housing models, as well as the larger housing crisis facing Flagstaff. What followed was a series of stakeholder interviews, demographic and data analysis, and ultimately, the recommendations included in the attached report entitled “Housing Attainability for the Flagstaff Workforce.”

INFORMATION:

Attachments: [Report](#)



Housing Attainability for the **FLAGSTAFF WORKFORCE**



Economic Collaborative
of Northern Arizona

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EXECUTIVE SUMMARY

In 2016, a number of private and public employers reached out to the Economic Collaborative of Northern Arizona (ECoNA) expressing concerns about the difficulty attracting and retaining a quality workforce in the Flagstaff community. Werwath & Associates were selected by ECoNA to assist the team with an analysis of the Flagstaff real estate market and make recommendations about steps the public and private sectors can take to improve housing options for the local workforce.

The findings and recommendations of that work are represented in this report. Some of the data in this report varies by year due to its source. As an example, Bureau of Labor Statistics employment data comes out only once per year for the prior year, and the Metropolitan Statistical Area (MSA) comprises the entire County, not just the Flagstaff area.

Recognizing the growing housing challenges facing the Flagstaff community and its corollary impact on workforce and the business climate, in the fall of 2016 ECoNA contracted with the Northern Arizona University W. A. Franke College of Business to conduct a comprehensive workforce survey of 13 of the largest employers in the Flagstaff Metropolitan Planning Area. The goal of this study was to better identify and quantify the complex relationship between housing and workforce. It revealed some striking findings.

Workforce Employee Housing Study

Unsurprisingly, housing and housing affordability were critical issues for the approximately 5900 respondents to the survey. This reinforced the nearly universal agreement among large employer stakeholders that high housing costs negatively impact employee retention and recruitment. Almost four fifths of respondents indicated that affordable workforce housing was a personal concern to them. **The survey also showed a strong concern weighted towards homeownership opportunities with 82.7% of respondents rating homeownership as “very important” and 86.4% of respondents citing the price of housing as the biggest obstacle to ownership.**

Most alarmingly, 54.6% of respondents are considering leaving Flagstaff because of housing costs and only slightly fewer (43.6%) plan to leave in the “next few years.” Of the cohort that is considering leaving, a large majority (67.8%) are renter households.

Study results also show a workforce population very much in flux because of housing. When asked if respondents plan to change residences in the future, nearly half (49.6%) plan to change their residence. When asked why they planned to change residences, 17.6% of respondents (1038 households) want to move from rental to homeownership, and an additional 34.7% indicated they will move because of their current cost of housing. Of the households contemplating leaving the community, nearly half (49.6%) plan to leave within the next two years, with a full 70% contemplating leaving in the next three years.

Taken together, these are striking findings which have far ranging implications for the future of the Flagstaff workforce and the community as a whole.

Project Approach

Building on the survey data, in the spring of 2017 Werwath Associates was engaged to explore the challenges and opportunities for both employee assisted housing models, as well as the larger housing crisis facing Flagstaff. What followed was a series of stakeholder interviews, demographic and data analysis, and ultimately, the recommendations included in this report. If there is one succinct way to summarize our findings, it is that Flagstaff is facing an unprecedented and acute housing affordability crisis and is several years behind in finding tangible solutions to address housing affordability issues.

In this crisis, the community faces stark decisions about what they want to be in the future; a resort town, increasingly priced for wealthy newcomers, second homeowners and students, or an economically diverse community with a robust tax base and strong workforce. The lack of workforce housing has two primary negative impacts on workforce: hindering recruitment, which is evidenced by numerous anecdotal accounts from stakeholder interviews, and employee retention issues which can be found in the Workforce Housing Study responses.

Ultimately, Flagstaff faces a multitude of challenges towards creating a broad-based response to the lack of housing affordability. From being physically landlocked, to strong land conservation ethics and Not In My Back Yard (NIMBY) tendencies, to perhaps the most destabilizing impact of fast growth driven by outside wealth that has the practical impact of a divergence between wages and housing costs. These destabilizing mechanics in the housing market are true for the large percentage of second homeowners, retirees, and students alike, whose ability to pay for housing is not based on the local wages.

Despite many challenges, there are also plentiful opportunities for new approaches to increase housing opportunity through increased production, new financial tools, and new collaborations between the private and public sectors towards common well-defined housing goals.

Key Demographic and Housing Market Conditions

At its core, housing affordability is ultimately driven by supply and demand economics, and the supply has not kept up with the population growth and this is creating pressure on land prices and housing availability.

- Flagstaff's population grew by 7.0% between 2010 and 2015, nearly double the national rate of 4.1%
- Enrollment at Northern Arizona University has increased by 58% since 2007
- A 2010 study identified 4,808 unique second homeowners, nearly 25% of the housing market

The impact of this growth, and the failure of housing development to keep pace with this growth, means affordability measures have reached a critical tipping point.

- Flagstaff's cost of living is 14.1% above the national average, driven by housing costs 36% above the national average
- 43% of households (which includes renters) in Flagstaff are cost burdened and

paying more than 30% of their incomes for housing

- 60% of renter households in Flagstaff are cost burdened
- 22% percent of the population in Flagstaff is considered “extremely low income”
- 2016 median sales price for a single-family home was \$350,000, requiring an income over \$90,000 a year to purchase
- The 45% homeownership rate is strikingly low compared to statewide average of 63% and national average of 64%
- Sales of single-family homes below \$250,000 shrunk by more than 50% between 2014 and 2016
- Sales of single-family homes below \$200,000 decreased by 60% between 2014 and 2016
- There were only 15 homes listed under \$250,000 citywide and only six listings below \$200,000 in May of 2017, 1% of all single-family listings
- Only 2.6% of market rate rental units were available to rent and no income restricted units were vacant in February-March 2017
- Reported rental rates exceed what is considered Fair Market Value for HUD by between \$200 and \$400 a month depending on unit size

The data paints a stark picture of shrinking affordability for all but the wealthiest households. The supply of affordable detached homes has nearly evaporated for households with incomes below approximately 100% of the area median. This means that without attainably priced homeownership opportunities, many higher income households may be stuck in rental situations, which further constrains supply and pushes out the lowest income renters. These current housing issues are impacting a majority of households at all income levels, from the lack of subsidized rental housing through solidly working class income levels who are increasingly being priced out of homeownership. To address these issues, there needs to be urgent and coordinated responses across the range of stakeholders.

Key Recommendations

At the core of all strong workforce housing approaches are diverse strategies implemented through strong partnerships. No one entity, the City, or developers, or large employers, or non-profits can solve the problem alone. The greatest advantage to developing strong public/private/non-profit partnerships is that multiple resources can be leveraged to create comprehensive responses to identified needs. By bringing the public and private sectors together to provide more housing, Flagstaff can maximize one of its most viable economic assets – its employers.

While focused on the role of large public and private sector employers, this report includes a wide range of recommendations that represent new or underutilized strategies and practices to support more housing affordability.

- **Clearly define a framework for addressing workforce housing needs**—income levels, rent levels and price points— and provide strong

incentives for developments that meet those criteria through provision of infrastructure and other financial assistance.

- **Continue to convene the ECoNA roundtable of public and private sector stakeholders** to work on a strategic and comprehensive approach to implementing new solutions, and educating the broader community about the acute housing needs.
- **Work to create more access to developable land** for housing development through infrastructure investment and land donation
- **Create dedicated local funding sources**, both public and private, that can support more workforce housing creation and create mechanisms such as a workforce housing trust fund to recapture and recycle this funding.
- **Create locally funded down payment assistance program** that serves a broader range of incomes than current sources.
- **Update land use code** to create more density in appropriate locations, expedited review processes, and new incentive programs for projects meeting defined housing needs.
- **Create the financial infrastructure for employer-funded down payment assistance programs** through the creation of a local Community Development Financial Institution.
- **Promote new mixed income workforce/market rate housing development capacity** that can become self-sustaining.
- **Continue to support student housing developments** at the appropriate scale and in the appropriate parts of the city.
- **Engage the business community to proactively advocate for new housing development** that meets workforce needs, in addition to direct investment of resources.

DEMOGRAPHIC PROFILE AND TRENDS

Household and Population Trends

According to the Census' American Community Survey, Flagstaff's population grew by 7.0% between 2010 and 2015¹, from 63,909 to 68,375—a rate of growth greater than the nation as a whole (4.1%). Of the thirteen Arizona cities with 2015 populations greater than 65,000, only select suburbs of Phoenix (Peoria and Surprise to the northwest; Chandler and Gilbert to the southeast) grew more quickly, while the populations of the nine others grew at approximately the same rate or slower than the national average.

The number of households in Flagstaff grew at a rate of 5.1% during the same time period—more than double the national average—adding more than 1,100 households. This growth equates to approximately one new housing unit for every four new residents over this time period. The reason for this disparity between population and household growth is somewhat unclear, as the average household size in Flagstaff has remained relatively stable since 2010 at approximately 2.6 people per household.

figure 1

Population, households and housing units in Flagstaff and Coconino County: 2015		
	FLAGSTAFF	COCONINO
POPULATION	68,375	136,701
HOUSEHOLDS	23,292	46,619
TOTAL HOUSING UNITS	26,501	63,955
SEASONAL HOUSING UNITS	1,402	12,990
YEAR-ROUND HOUSING UNITS	23,292	46,619
PERCENTAGE VACANT, YEAR-ROUND	6.8%	6.8%
PERCENT RENTER OCCUPIED	54.9%	40.2%
PERCENT OWNER OCCUPIED	45.1%	59.8%

Source: 2011-2015 American Community Survey 5-Year Estimates

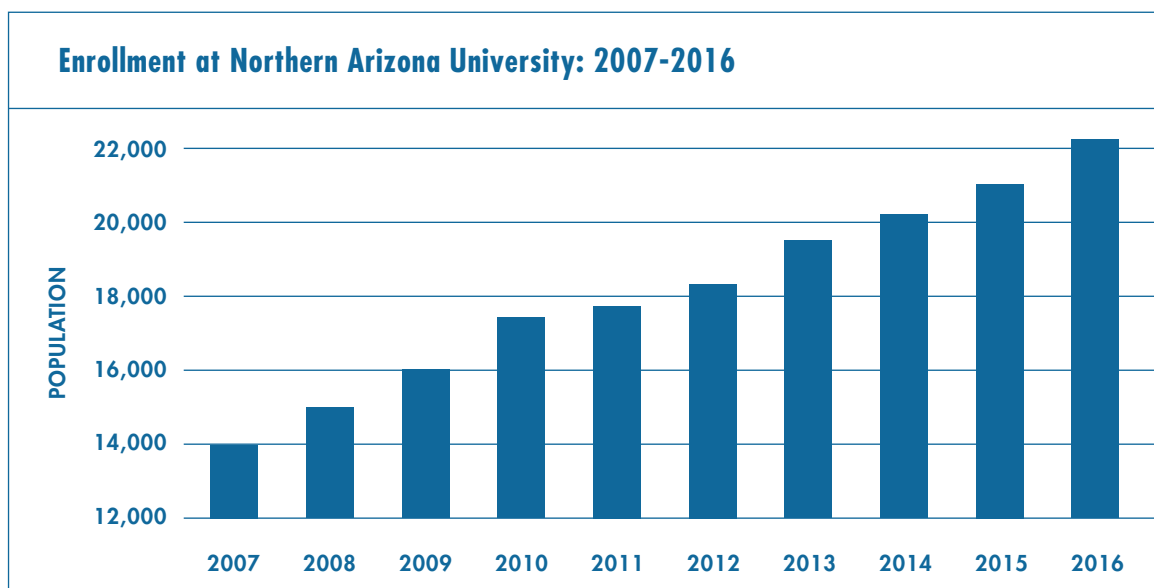
¹ 2015 is the most recent year for which comprehensive data is available through the American Community Survey, the mechanism used by the Census Bureau to track demographic changes between the Decennial Census

During the same period, there was an increase of housing supply slightly greater than the increase in households. The number of housing units increased from 25,155 to 26,501, an increase of approximately 1,350 housing units. By implication, changes in Flagstaff's population, households, and housing supply indicate a trend towards single-person households. Seasonal housing does not appear to be a major contributing factor, as the number of seasonal housing units (defined as homes used for recreational or occasional use for only one part of the year) has actually decreased by 13% while seasonal housing units have increased by nearly 14% nationwide. The changes may be related to housing trends among Northern Arizona University students, which make up nearly a third of Flagstaff's population.

A 2010 study by Buxton Company identified 4,808 unique second homeowners within the Flagstaff city limits, accounting for a significant portion of the overall housing stock (approximately 25%). A demographic analysis of these second homeowners showed that they had an average household income nearly \$56,000 more per year than the general Flagstaff population and a large percentage were married (75%) and over the age of 55 (43.4%).

Driving the large growth in Flagstaff's population has been a rapid increase in the number of students enrolled at Northern Arizona University. Enrollment has increased by 58% since 2007, a net increase of more than 8,100 students. Northern Arizona University had an enrollment of 22,134 students in 2016, the first time the university has had this many students in its history. See Figure 2, below. The Board of Regents has approved a plan to grow total NAU enrollment to 34,909 by 2025. According to the University's Operational and Background report from September 2016, the growth of the Flagstaff on-campus student enrollment will only be 1,669, with the bulk of new growth coming from online students and enrollment at other NAU locations. While slower than the pace of growth over the last 10 years, any growth in student population should be matched with appropriate student housing development. It should also be noted that NAU is among the top 1% for provision of on-campus housing and is ranked 8th nationally for the ratio of on-campus beds to enrollment. Data from the University indicates that they currently have 9,853 beds and will have a total of 10,483 beds by Fall of 2018.

figure 2



Source: Northern Arizona University

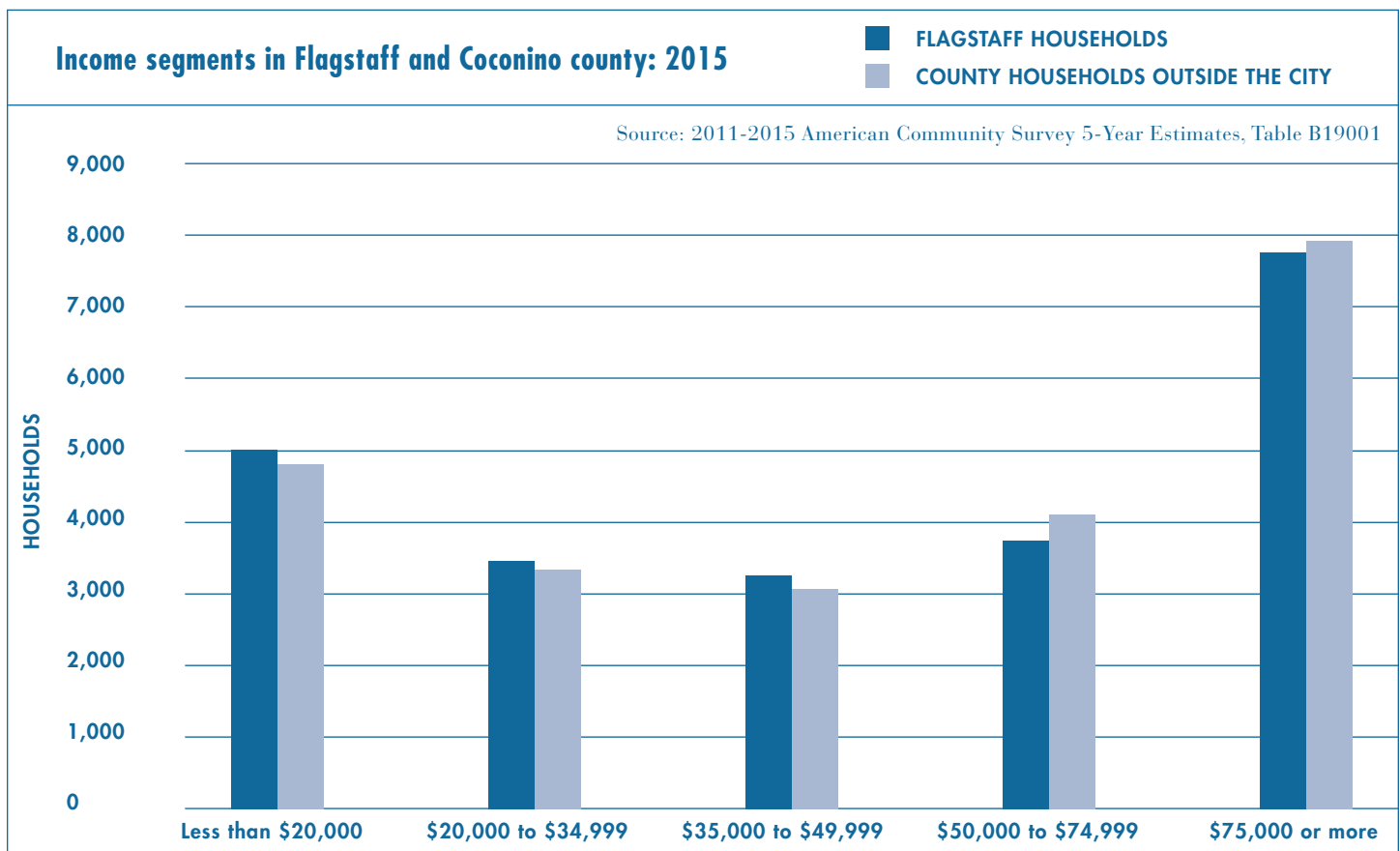
Flagstaff has the same percentage of non-white population as the nation as a whole, although of a different composition. According to 2011-2015 American Community Survey estimates, Flagstaff's population includes 2.5% African Americans, 10.7% Native Americans, 2.6% Asians and 19.4% Hispanics/Latinos of any race. The only significant changes in the minority population over the previous 5 years was an approximately 2,200-person increase in the Hispanic/Latino population and an approximately 600-person decrease in the Native American population.

Age Profile of Population

During the period between 2010 and 2015, Flagstaff experienced a notable change in the age profile of its population likely driven by student population growth. Unlike many other communities around the country, Flagstaff did not experience significant aging of its population during that period, and actually experienced the reverse. The median age of the population dropped from 26.5 to 25.6, as the population under age 18 increased by 13.2% and the population 20 to 34 increased by 6.3%. This occurred even though the relatively smaller number of people aged 60 or older increased by more than 24% (the population under 34 accounts for three-fourths of Flagstaff's population).

Compared to the county outside Flagstaff, households in Flagstaff have a very similar income profile. See Figure 3 below. As defined by the U.S. Department of Housing and Urban Development (HUD), about 51% of Flagstaff households are considered low-income by federal standards—meaning that they have incomes at or below 80% of the area median income (AMI) for a family of three as calculated by HUD and are eligible for federal housing assistance.

figure 3



Exactly 50% of Flagstaff households should have incomes below the median, but Census data does not align with HUD income definitions for several reasons. First, HUD’s “area” for calculating median income includes the entire metropolitan statistical area, a geographic range far larger than the City of Flagstaff, and second, a different formulaic methodology is used. The Census tally of households with less than \$20,000 annual income closely equates to HUD’s “extremely low income” group, defined by HUD as those having incomes at or below 30% of area median income. This group comprises 22% of Flagstaff’s households.

It is important to note that HUD’s (AMI) standard for Flagstaff is lower than the median household income for both Flagstaff and Coconino County as reported in the latest American Community Survey estimates. The HUD AMI standard is important to consider for planning purposes because 80% of area median income is the typically upper income limit used to determine eligibility of homebuyers for mortgage assistance programs funded by HUD. The HUD AMI level for a three-person household is the closest comparison to the Census median incomes, since the average family size in Coconino County is about 2.6 persons.

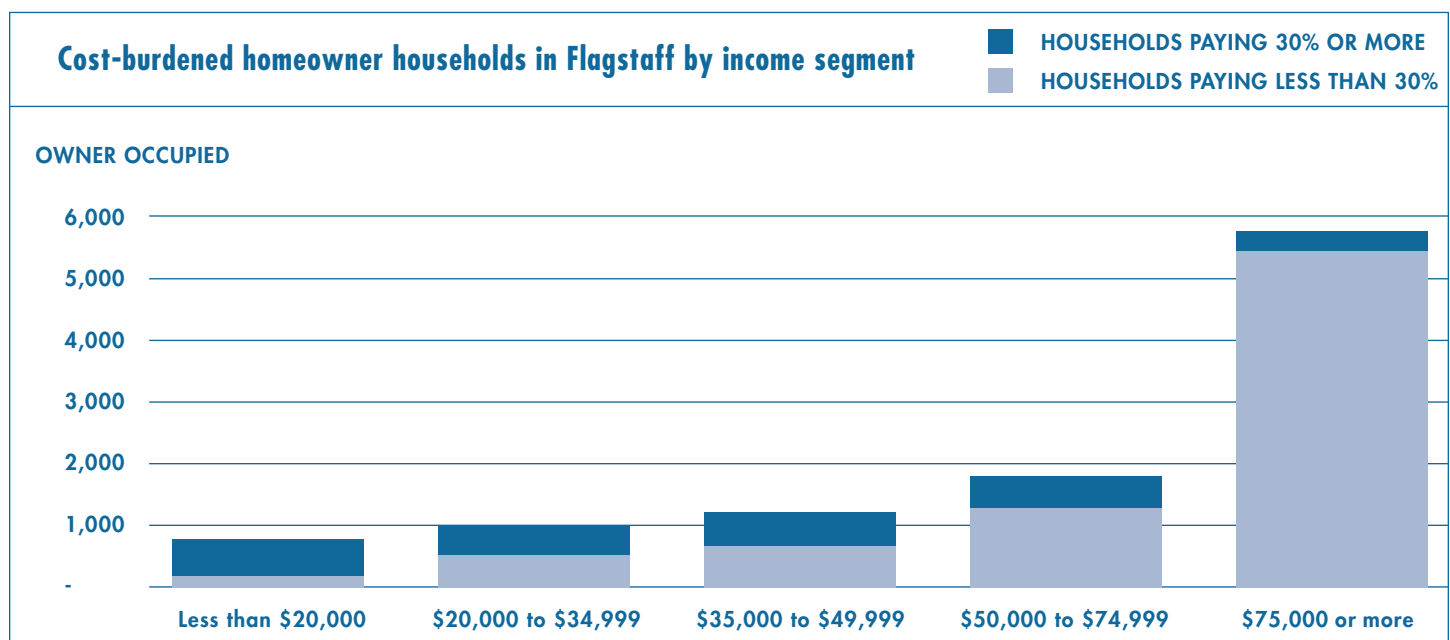
Housing Cost Burdens

The largest single indicator of the lack of housing affordability is the number of households paying over 30% of their incomes for housing costs (“cost burdened”)—a widely used standard of housing affordability. This study uses the 30%-of-income standard because it is broadly accepted and available in comparative tables for 2007 and 2015 American Community Survey data for the Flagstaff area.

A total of 9,693, or 43%, of households in Flagstaff paid over 30% of their incomes for housing costs, according to the latest American Community Survey estimates. Of these, three-fourths—or 7,296 households—were renters. Sixty percent of all renter households in Flagstaff were cost burdened, compared to 23% of homeowners.

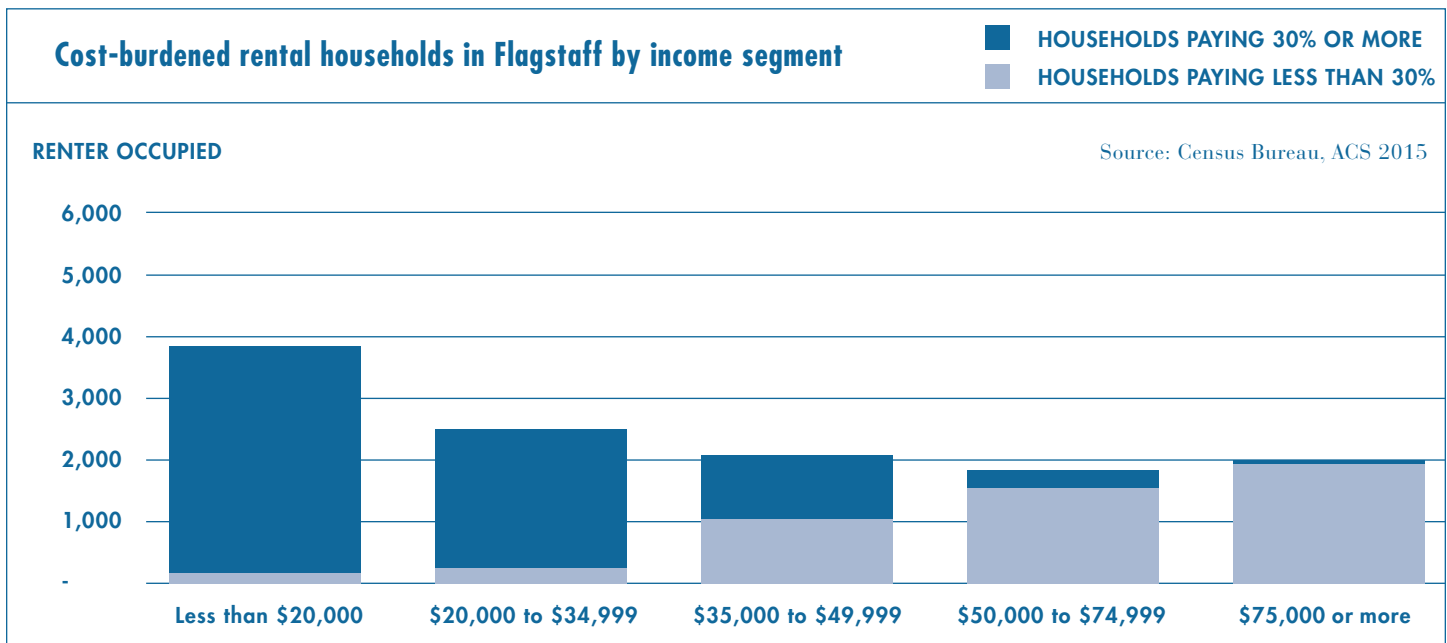
Cost burdens are concentrated among renters and homeowners with incomes under \$35,000—who make up 72% of all households paying over 30% of income for housing. See Figures 4 and 5.

figure 4



Source: Census Bureau, ACS 2015

figure 5



Despite reductions in housing costs starting in 2007 as a result of the recession, approximately 500 more Flagstaff households were cost burdened in 2015 as compared to 2007, accounting for nearly half of all new household growth during this time period. The median rent has increased dramatically since 2007 (from \$891 to \$1,050), adding a significant housing cost burden for non-homeowners in Flagstaff.

As indicated by Figure 6, renters as a whole are approximately two times more likely than owners to be cost burdened. Because rents increased while home prices decreased for part of the last decade, cost burdens on renters increased slightly while cost burdens on owners decreased dramatically. This decrease in cost burden could also reflect burdened owners selling or losing their homes to foreclosure during the downturn, as well as more affordable “legacy” homeownership paired with income growth that made existing owners more financially stable.

figure 6

Housing cost burdens for Flagstaff renters and owners: 2007 and 2015			
	2007	2015	% CHANGE
OWNER-OCCUPIED HOUSING UNITS	11,483	10,514	-8%
RENTER-OCCUPIED HOUSING UNITS	10,773	12,778	19%
PERCENTAGE OF OWNERS PAYING 30% OR MORE	27.2%	22.8%	-16%
PERCENTAGE OF RENTERS PAYING 30% OR MORE	56.7%	57.1%	1%

Sources: 2005-2007 American Community Survey 3-Year Estimates and 2011-2015 American Community Survey 5-Year Estimates, Table B25106.

EMPLOYMENT AND THE ECONOMY

Employment Trends

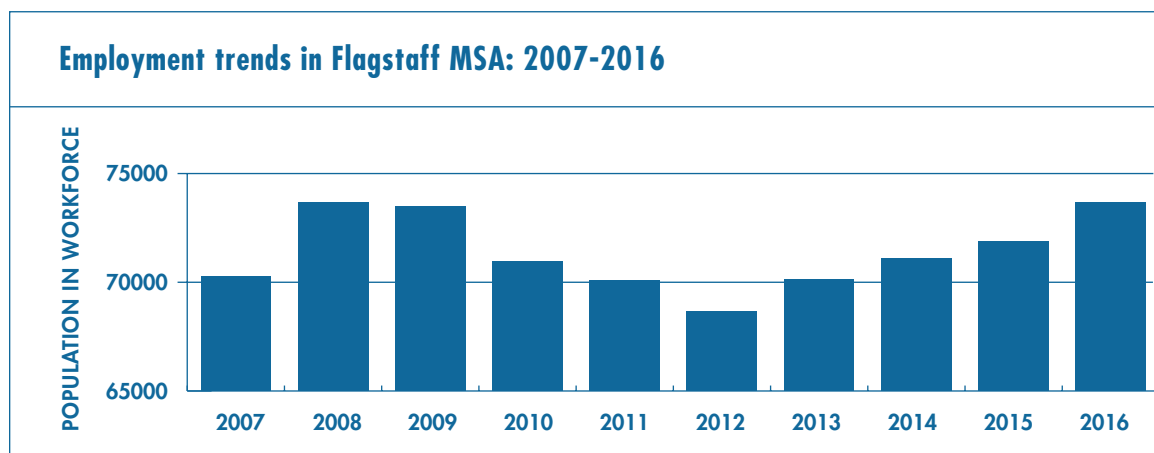
Flagstaff MSA, functionally all of Coconino County, experienced large gains in the size of their labor force from 2007 to 2009, despite growing unemployment, which drove an increase in the number of households and helped to fuel real estate development. Then, from 2010 through 2012, there was a steep drop in the number of employed people in the county before the size of the workforce began to increase steadily. Still, there were 3,428 more persons employed countywide in 2015 compared to 2007, according to the U.S. Bureau of Labor Statistics (BLS).

Reliable year-to-year employment data is only available for the Flagstaff MSA through the BLS, not for the city itself. The U.S. Census does collect data on employment for the city, but the data are moving averages and therefore should not be interpreted across single years. The data described below are both BLS and Census statistics.

According to Census data, the number of households, the city's workforce, and the city's population have all increased by approximately 7% since 2007, a healthy trend for the city as a whole. This begs the question as to why housing cost burdens have increased for renters and declined for home owners – a healthy economy should benefit both groups of households. Declines in employment from 2007-2010 coupled with increasing enrollment in Northern Arizona University explain some of the difference—homeowners became unemployed or withdrew from the workforce and sold their homes, while an increasing number of young renters attending the university moved into town. The dramatic rise in unemployment from 2007-2010 likely led some households to leave Flagstaff—although there are no reliable statistics to confirm this.

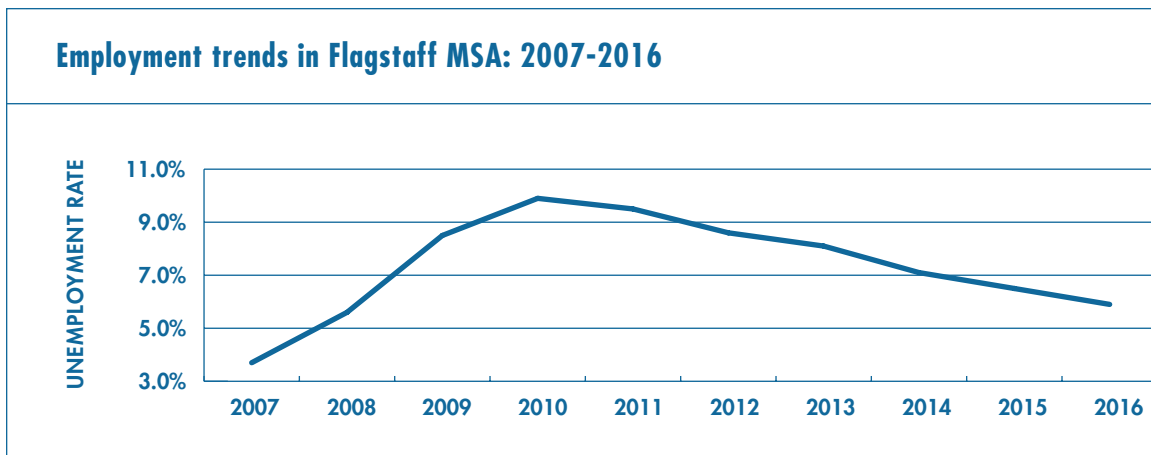
Countywide, the number of persons in the workforce increased from 70,247 in 2007 to 73,675 in 2016, meanwhile employed persons increased from 68,093 in 2007 to 69,890 in 2016, but not in a steady trend. From 2008 to 2012, the overall workforce declined by 5,017 persons—see Figure 7. In 2013, the decline ended with an upward trend that continues today representing an overall growth in labor force of 3,428 workers or around 5% over that 10-year period.

figure 7



Source: U.S. Bureau of Labor Statistics

figure 8



Source: U.S. Bureau of Labor Statistics

The countywide unemployment rate for the first half of 2017 was 5.6%, still higher than it was in 2007 at 3.7% after having reached a 10-year peak of 9.9% in 2010. This is higher than the national unemployment rate of 4.5 for the same time period. Loss of employment—as well as the threat of losing jobs—clearly contributed to a dramatic fall-off in demand for homes and rental units during the recession years. With the recession ending, capital to build housing stock was limited, yet the Flagstaff population continued to grow.

Local Economy and Growing Sectors

Aside from the recent recession, Flagstaff has seen a long-term trend of economic growth paired with above average population growth. Primary growth drivers are a major university, a regional hospital, plentiful opportunities for outdoor recreation, tourism, and the overall attractiveness of the community. Northern Arizona University is the largest single employer in Flagstaff. Flagstaff Medical Center is the second largest employer and largest private employer, with more than 2,200 employees as reported at the end of 2015.

figure 9

Largest Employers in Flagstaff 2015	SIZE
NORTHERN ARIZONA UNIVERSITY	2,571
FLAGSTAFF MEDICAL CENTER	2,200
W.L. GORE	1,950
FLAGSTAFF UNIFIED SCHOOL DISTRICT	1,375
COCONINO COUNTY	1,200
CITY OF FLAGSTAFF	657
WAL-MART	630
NESTLE PURINA	255

Within Flagstaff, much of growth during the 2000s is consistent with what is expected in a community that benefits from tourism, a university, and a major regional hospital. Most of the employment increases were in education, health care, restaurants, lodging, and administrative services—with a particularly substantial increase in service jobs. This is paired with a significant decrease in the number of jobs in construction and natural resources. See Figure 10 and Figure 11 for statistics on Flagstaff's workforce by industries and occupations. These statistics describe the number of civilians in Flagstaff over age 16 who are employed either full-time or part-time, some of whom hold down more than one job. The industries and occupations represent the primary jobs that were reported.

figure 10

Occupations in the Flagstaff workforce: 2007 and 2015	# OF EMPLOYED	% OF TOTALS	CHANGE SINCE 2007
CLASSIFICATIONS			
MANAGEMENT, BUSINESS, SCIENCE, ARTS	13,062	36.4%	184
SALES AND OFFICE	8,412	23.4%	740
SERVICE	9,237	25.7%	1,368
PRODUCTION, TRANSPORTATION, MATERIAL MOVING	3,188	8.9%	-295
NATURAL RESOURCES, CONSTRUCTION, MAINTENANCE	2,010	5.6%	-2,195

Sources: 2005-2007 American Community Survey 3-Year Estimates and 2011-2015 American Community Survey 5-Year Estimates, Table S2401.

figure 11

Flagstaff workforce by industry	# OF EMPLOYED	% OF TOTALS	CHANGE SINCE 2007
EDUCATIONAL SERVICES, HEALTH CARE, SOCIAL ASSISTANCE	10,523	29.3%	407
ARTS, ENTERTAINMENT, RECREATION, LODGING, FOOD SERVICES	7,247	20.2%	1,248
RETAIL TRADE	4,878	13.6%	359
MANUFACTURING	2,469	6.9%	-274
PROFESSIONAL, SCIENTIFIC, MGT, ADMINISTRATIVE, WASTE MGT	2,334	6.5%	323
PUBLIC ADMINISTRATION	2,046	5.7%	357
FINANCE, INSURANCE, REAL ESTATE, RENTAL AND LEASING	1,412	3.9%	-127
CONSTRUCTION	1,387	3.9%	-1,016
OTHER SERVICES, EXCEPT PUBLIC ADMINISTRATION	1,158	3.2%	-612
TRANSPORTATION AND WAREHOUSING, AND UTILITIES	1,153	3.2%	96
AGRICULTURE, FORESTRY, FISHING AND HUNTING, AND MINING	462	1.3%	115
INFORMATION	445	1.2%	-21
WHOLESALE TRADE	395	1.1%	-53

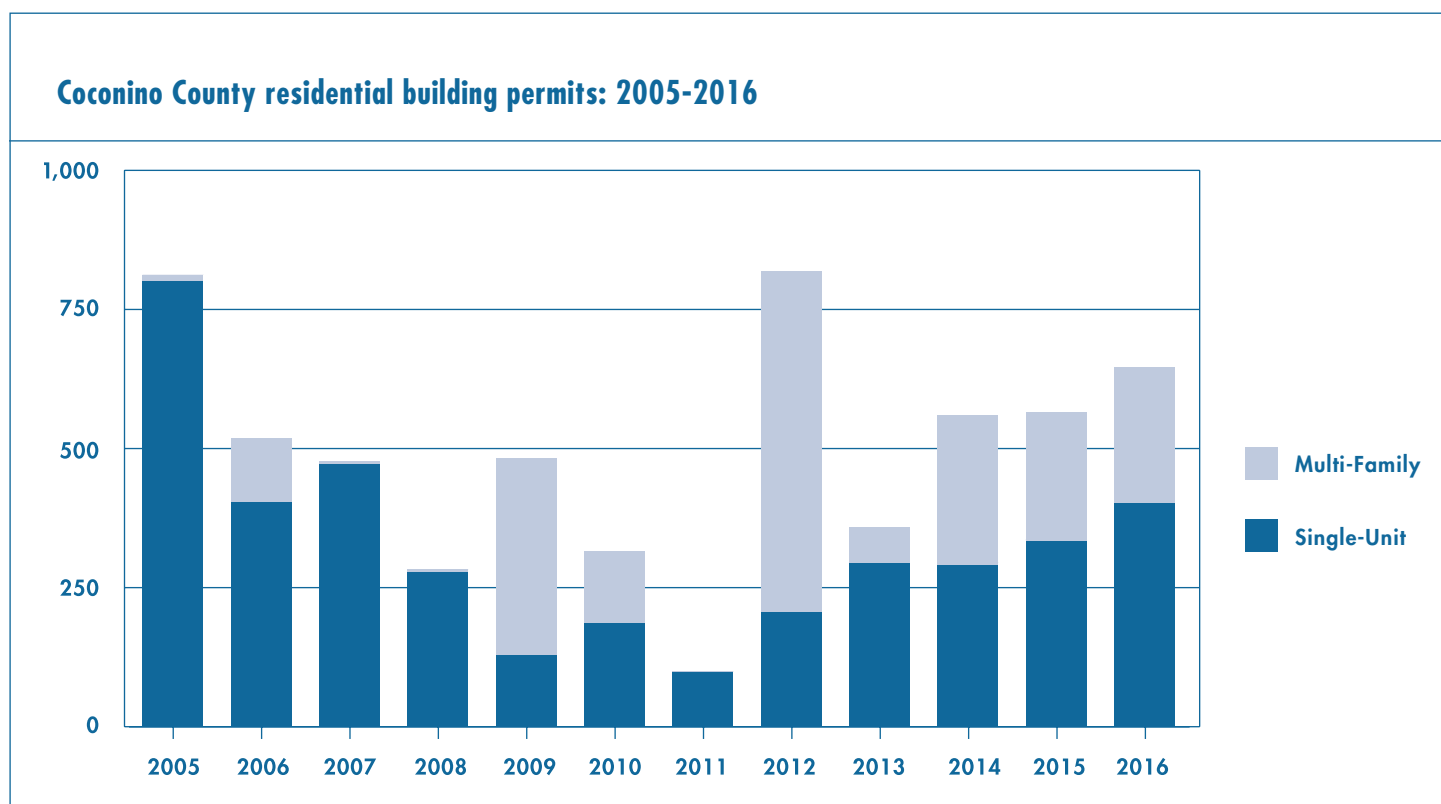
Sources: 2005-2007 American Community Survey 3-Year Estimates and 2011-2015 American Community Survey 5-Year Estimates, Table S2401.

HOUSING MARKET PROFILE AND TRENDS

Housing Construction Activity

Housing construction in Flagstaff was high in 2005, and then fell off sharply until 2011, indicative of larger conditions related to the Great Recession and subsequent housing market collapse. The peak year for construction starts between 2005 and 2016 was in 2012, when permits were issued for 818 housing units. This is about the same as those that were built in 2005 and about one-fourth more than were built in 2016. See details of these construction trends in Figure 12 below.

figure 12



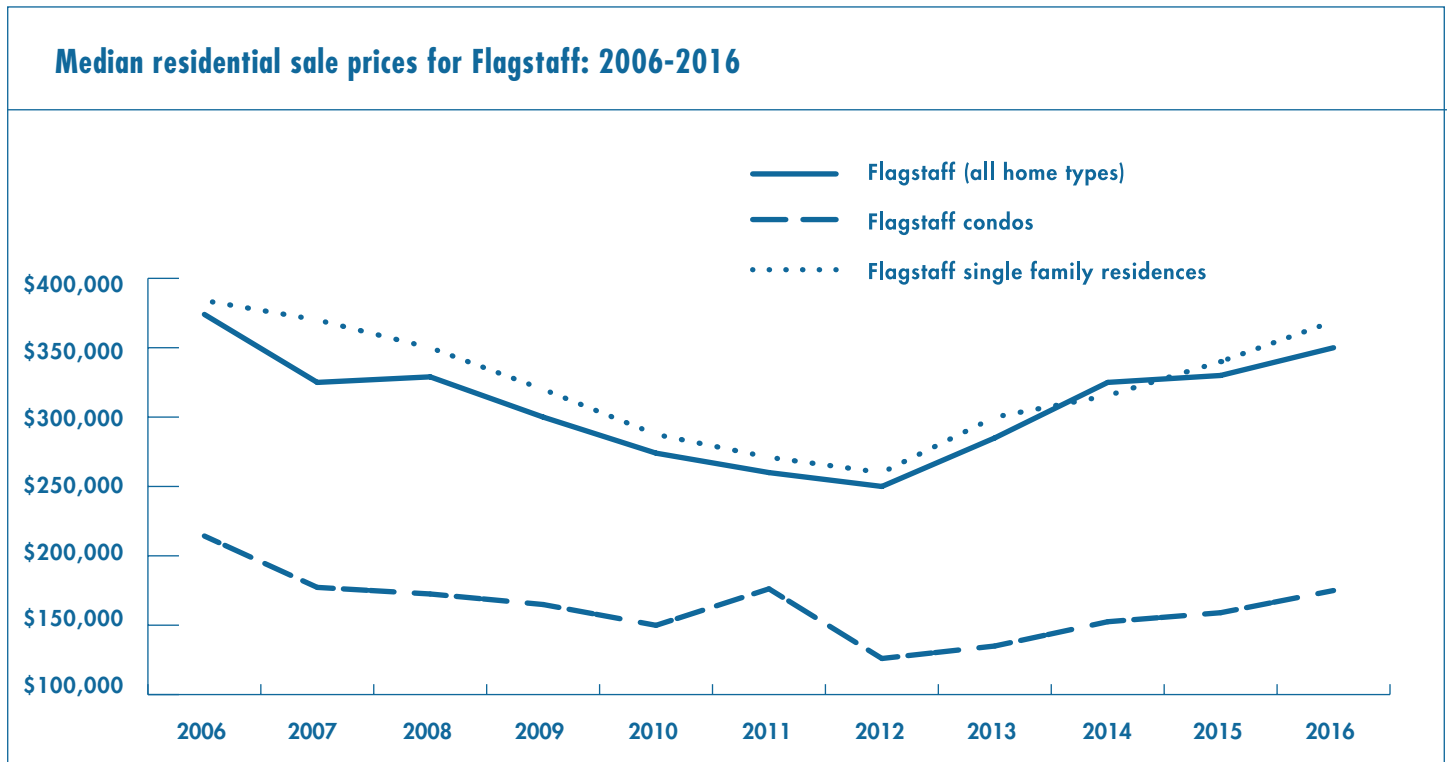
Source: U.S. Census Bureau, Building Permits Survey

Construction starts of residential buildings with three or more units show a different trend. While these units made up less than 1% of new units in 2005, they made up nearly three-fourths of units in 2012 and continue to remain at relatively high levels. This reflects a high demand for multi-unit for-sale and rental housing.

Home Sales Activity and Prices

Home sales activity was strong in the mid-2000s and then declined, but not to the same degree as construction starts. The Northern Arizona Association of REALTORS® provided sales volume data in various price categories for 2014-2016 from its Multiple Listing Service, and data on median sale prices for 2006-2016—shown in Figures 13 and 14 below. While a reliable indicator of sales trends, it should be noted that these statistics do not include homes sold privately and some homes sold directly by builders.

figure 13



Source: Northern Arizona Association of REALTORS

Figure 13 depicts median sales price trends over the last 10 years, for single-family homes, condos and the combination of all home types. The median sale price of all residential homes peaked in 2006 at \$374,000, compared to the low in 2012 of \$250,000—a dramatic 33% decrease in sales price. The nearly \$124,000 decrease in median sales price indicates that the housing market in Flagstaff experienced a significant shift towards lower-cost homes during the market collapse, which likely fueled home purchase by many of those represented in the Employee Survey data that showed a 62% homeownership rate, considerably higher than the community as a whole. At 45%, the homeownership rate still remains strikingly low compared to statewide and national averages which are nearly 20% higher at 63% and 64% respectively.

figure 14

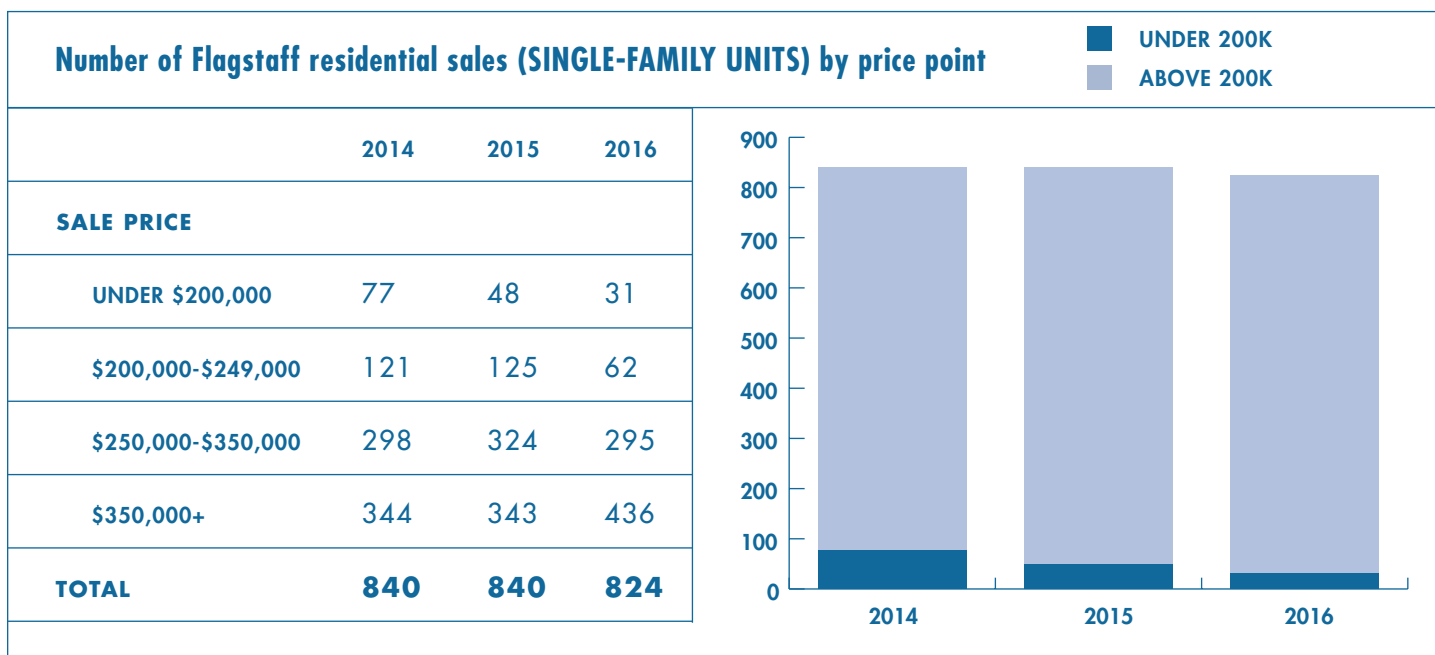
The robust recovery in the single-family housing market is evidenced by the 2016 median sales price for single-family homes of \$350,000, 6.5% shy of the pre-recession peak median sales price. The trend in median price also shows a shift to lower cost condominium and town-home housing, which is accompanied by a significant increase in volume of sales for this price segment, presumably offering more affordable purchase options for those increasingly priced out of single-family homes. While complete sales data for 2017 is not available, quarterly sales data indicates that the 2017 median sales price will meet or exceed the previous peak median price from 2006.

Number of Flagstaff residential sales (ALL TYPES) by price point			
	2014	2015	2016
SALE PRICE			
UNDER \$200,000	191	229	196
\$200,000-\$249,000	221	244	181
\$250,000-\$350,000	456	484	584
\$350,000+	391	403	549
TOTAL	1,259	1,360	1,510

Northern Arizona Association of Realtors

Similar to other communities demonstrating a robust housing recovery from the economic downturn, the MLS home sales data shows a robust 1,360 home sales in 2015 and 1,510 sales in 2016—a sign that the Flagstaff housing market has been enjoying a strong recovery.

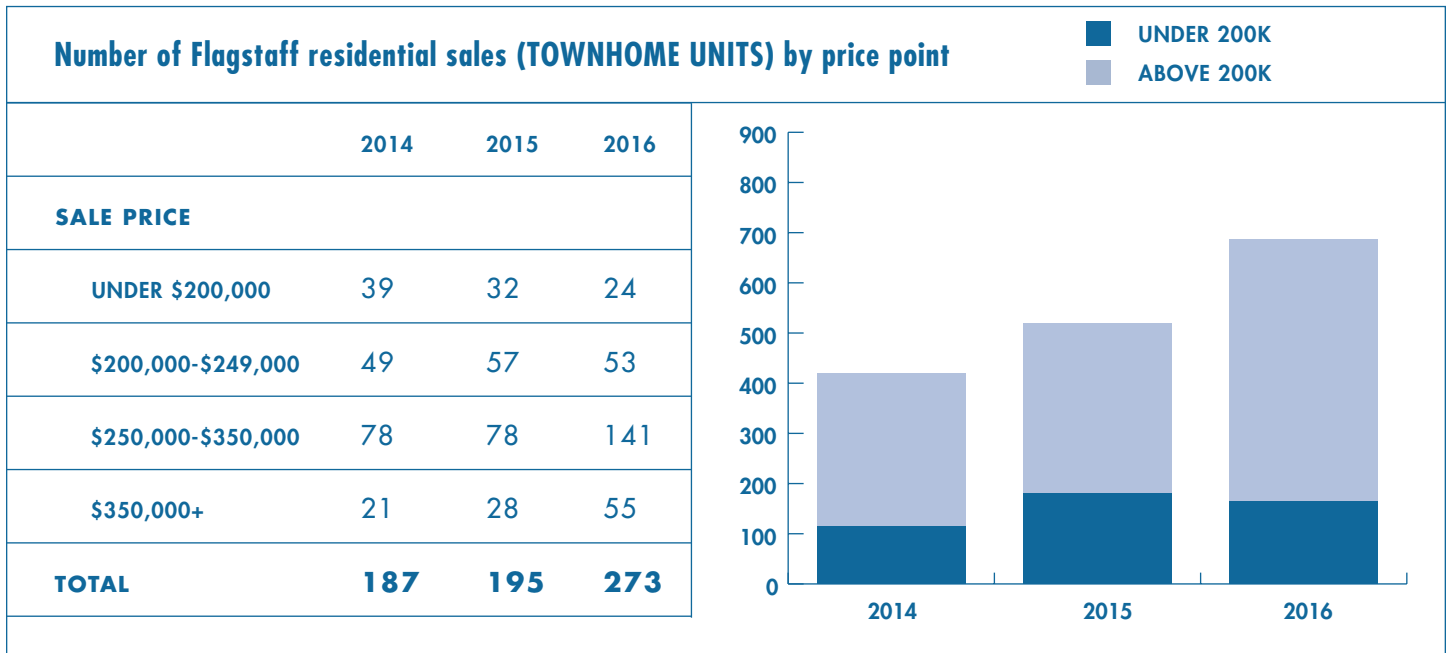
figure 15



Northern Arizona Association of Realtors

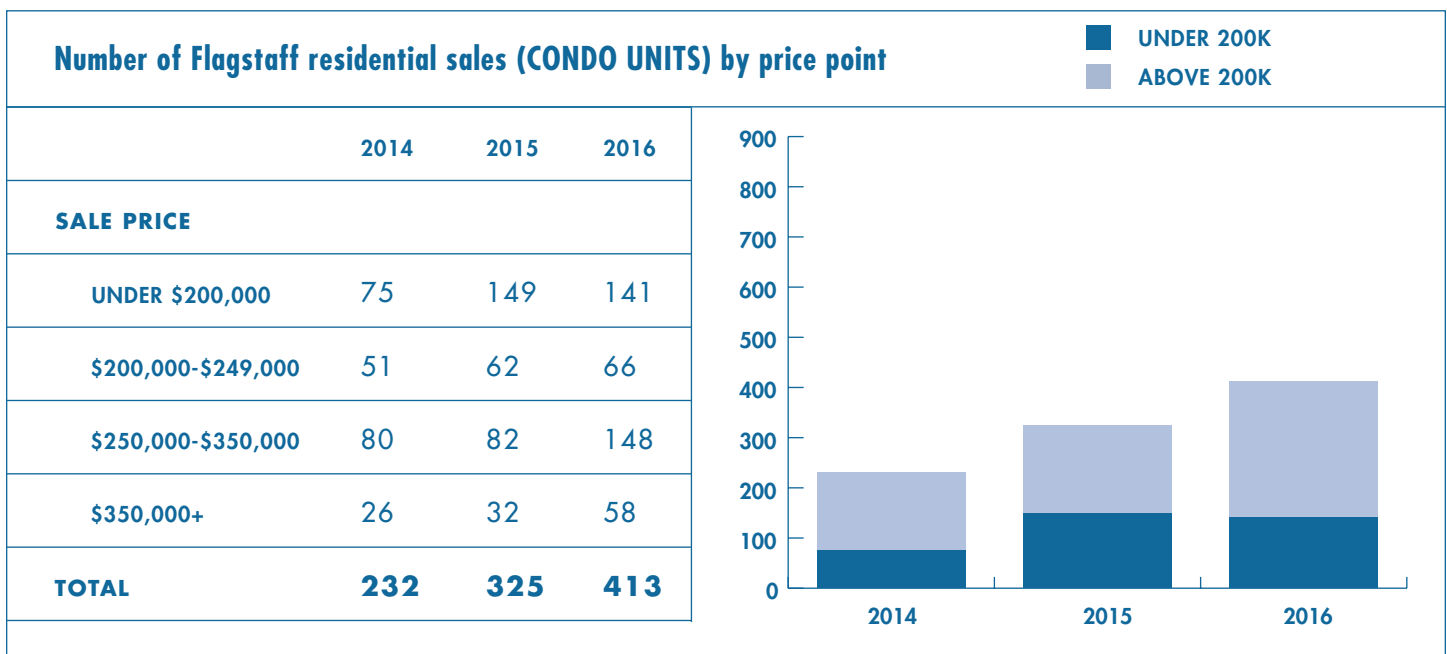
More detailed data by type of unit is also available for this time period. Sales of detached homes experienced a slight 2% decrease between 2014 and 2016, while condo sales increased by 78% and townhomes increased 46%. At the same time, there was a marked change in single-family detached dwellings and condos sold in the entry level categories. Figure 15 indicates that sales of single-family homes below \$250,000 shrunk by more than 50% between 2014 and 2016. At the same time, more dramatic increases were observed in the condo and townhome markets, with sales increasing by nearly two-thirds in the same time period (see Figure 16 and 17).

figure 16



Northern Arizona Association of Realtors

figure 17



Northern Arizona Association of Realtors

These figures further break down the number of sales into single-family units, townhomes and condos at various price points. In 2016, 141 condos, 31 townhomes, and 31 single-family units were sold for under \$200,000. In the condo segment, this represents a significant increase in sales of 88%, while single-family homes showed a decrease of 60% and townhomes a 39% decrease in that price segment over the three-year period. It is safe to assume from this data that condos are likely taking the place of many of the sub-\$200,000 single-family homes and townhomes which are disappearing from the market.

Current For-Sale Inventory

To better understand the current market conditions for homeownership opportunities, we analyzed a point-in-time snapshot of current real estate listings for Flagstaff. Figures 18, 19 and 20 depict the current MLS listings as of May 31st, 2017.

figure 18

Current MLS Listings SINGLE FAMILY	
LISTING PRICE	
UNDER \$200,000	6
\$200,000-\$249,000	9
\$250,000-\$350,000	56
\$350,000+	341
TOTAL	412

figure 19

Current MLS Listings CONDO or TOWNHOME	
LISTING PRICE	
UNDER \$200,000	13
\$200,000-\$249,000	10
\$250,000-\$350,000	28
\$350,000+	39
TOTAL	90

figure 20

Current MLS Listings ALL UNITS	
LISTING PRICE	
UNDER \$200,000	19
\$200,000-\$249,000	19
\$250,000-\$350,000	84
\$350,000+	380
TOTAL	502

As might be expected based on recent sales trends, current listing data reflects an extreme tightening of single-family home availability with only 15 units under \$250,000 citywide, 4% of single-family listings. Only six housing units were currently below \$200,000, representing a strikingly small 1% of all single-family listings.

Also in line with recent trends of growth in the condo sector, the majority of affordably priced listings were of this housing type. Thirteen units priced below \$200,000 and an additional 10 priced between \$200,000 and \$250,000 were available at the time of the MLS survey.

Northern Arizona Association of Realtors

Taken together, this signals a strong need to support the development of entry-level housing, as many working-class families are being priced out of homeownership and limited to condo and townhome ownership. It is also important to note that additional condo association fees are included in mortgage calculation and lower the buying power of consumers when compared to homes without association dues, which functionally make their sales prices higher than they appear. Many new condo developments are not eligible for conventional mortgage financing which can suppress sales prices. Condo projects must also be able to demonstrate a minimum 50% owner occupancy rate to be eligible for FHA financing, and higher ratios for other mortgage backers. This presents a significant obstacle for purchase for most households that do not have very large down payments.

Rental Housing

There are a number of factors creating pressure on the Flagstaff rental market. Population increases, largely a function of job growth and the rapid growth of student population at Northern Arizona University over the last decade, have created growing demand for rental housing. This, combined with a growing trend of short-term rental enabled through internet services such as AirBNB and VRBO create a perfect storm of demand pressure on rental housing. As entry-level ownership opportunities decrease, many higher income households may also be stuck in rental situations without attainably priced homeownership opportunities, which further constrains supply.

Unfortunately, comprehensive rental market data is not available for the Flagstaff metropolitan area, so data must be inferred from multiple sources. The strongest indicator of rental housing demand is rental vacancy rates. Multi-year data for the larger Metropolitan Statistical Area (Coconino County) shows that combined vacancy rates have consistently been around a 6% average in the period analyzed since 2000, but because of the much larger geographic area, these numbers do not accurately characterize the Flagstaff rental market. But it is safe to assume that the overall .5% decrease in the MSA is likely driven by Flagstaff's tightening rental market.

figure 21

Rental vacancies in Flagstaff MSA (Coconino County) 2000, 2010, and 2016 estimated			
	2000	2010	2016
RENTAL VACANCY RATES			
FLAGSTAFF	6.5%	6.5%	6.0%

HUD PD&R Comp Housing Analysis 11/1/16

More accurate local data is available from Housing Solutions of Northern Arizona, which surveyed 46 market rate apartment complexes (6,639 units) and 10 income restricted complexes (730 units) between February and March 2017. These data were compared to HUD estimates of Fair Market Rents (FMR) to provide a glimpse of current housing attainability in Flagstaff (see Figure 22). Fair Market Value is also an important number to consider because HUD rental subsidy housing vouchers, sometime referred to as “Section 8” or Housing Choice Vouchers, cannot be used in market rate rentals that exceed FMR’s.

figure 22

Fair Market Rent and actual rental averages for Flagstaff, 2017			
	FMR	ACTUAL	GAP
AVERAGE RENT			
STUDIO	\$704	\$937	\$233
ONE-BEDROOM	\$835	\$1,161	\$326
TWO-BEDROOM	\$1,037	\$1,427	\$390
THREE-BEDROOM	\$1,309	\$1,717	\$408

Housing Solutions of Northern Arizona

A comparison of these data show that average rental prices in Flagstaff are far more expensive than what HUD considers Fair Market Rent. An average studio apartment in Flagstaff is listed for more than \$200 above that which is considered fair rent (\$937 versus \$704, respectively), while an average three-bedroom apartment is listed for more than \$400 above what is considered fair rent (\$1,717 versus \$1,309 respectively).

Most dramatically, this survey by Housing Solutions of Northern Arizona shows that only 2.6% of market rate units were available to rent when the survey was conducted, and no income restricted units were available. Anything below a vacancy rate of 5% is considered an extremely tight market, with rates below 3% signaling an urgent lack of rental housing inventory.

In order to afford an average two-bedroom apartment - without paying more than 30% of income on housing - a household must earn approximately \$4,756 monthly, \$57,072 annually, more than the HUD Area Median Income for a family of three. More details about income and rental rates are discussed below in the Affordability Gap Analysis section.

AFFORDABILITY GAP ANALYSIS

Income and Pricing Definitions

In this section of the report we analyzed income, demographic and housing market data as well as information gleaned from ECoNA's Workforce Employee Housing Study to approximate the current needs and gaps in affordability for both renters and future homeowners.

Generally, for renters, industry standard-setters such as HUD consider a rental housing payment as affordable if it is at or below 30% of a household's income, the same standard used by the Census to determine Cost Burden. For low and moderate-income homebuyers, there is no such "official" standard. However, nonprofit and local government programs assisting homebuyers have set various affordability benchmarks for housing payments—typically at or near 30% of income. For the purpose of this report we have used the standard of 31% of gross income which is used by FHA for their mortgage programs. The definition of "housing payment" comes from the underwriting rules of mortgage lenders. It typically includes mortgage principal and interest payments, taxes, insurance, and condo/homeowner association fees.

Using these guidelines, affordable rents and home prices can be determined for any income level. HUD and most housing agencies use percentages of the "area median income" (AMI) for the purposes of designing, operating, and qualifying households for housing assistance programs, and as such it is a critical measure to use for analysis within the larger context of federal and local housing programs in Flagstaff. For the purpose of this report and its unique focus on workforce housing issues, we will also cross reference those numbers with real world Census median income as well as data from the Employee Survey to create a more comprehensive understanding of access to affordably-priced housing.

figure 23

HUD 2016 Area Median Income for Flagstaff MSA by Household Size						
NUMBER OF PERSONS IN HOUSEHOLD:						
% OF MEDIAN	1	2	3	4	5	6
30%	\$13,200	\$15,090	\$16,980	\$18,840	\$20,370	\$21,870
50%	\$17,600	\$20,120	\$22,640	\$25,120	\$27,160	\$29,160
65%	\$28,600	\$32,695	\$36,790	\$40,820	\$44,135	\$47,385
80%	\$35,200	\$40,450	\$45,250	\$50,250	\$54,300	\$58,300
100%	\$44,000	\$50,300	\$56,600	\$62,800	\$67,900	\$72,900
120%	\$52,800	\$60,360	\$67,920	\$75,360	\$81,480	\$87,480

HUD AMI numbers adjust income levels to compensate for household size. Consequently, larger households have higher income limits. The City of Flagstaff and its affordable and workforce housing partners, along with most other communities receiving federal housing funding, use these income standards. By comparison, an analysis of median income numbers as reported by the Census and the ECoNA Workforce Employee Housing Study (Figure 24) can show how these numbers interact and compare to existing housing programs and income restricted housing resources.

figure 24

Household Income Benchmarks	
FLAGSTAFF FAMILY CENSUS MEDIAN INCOME, 2015	\$66,796
COCONINO COUNTY FAMILY CENSUS MEDIAN INCOME, 2015	\$61,083
HUD MEDIAN INCOME, FAMILY OF THREE, 2016	\$56,875
WORKFORCE STUDY MEDIAN NET INCOME	\$51,000

HUD, American Community Survey

When these numbers are compared, the HUD definition of median income for a family of three is approximately \$10,000 lower than the actual median reported by the Census for 2015. It is also important to note that incomes reported as part of the ECoNA Workforce Employee Housing Study were net incomes after taxes, while the other sources are reporting gross income. If you assume a 25% deduction for income and other taxes, this puts the workforce median income at \$68,000 a year, very close to the census median wage.

Rental Housing Affordability

As mentioned in the housing market analysis section of the report, comprehensive market data is not available for review for the Flagstaff rental market. What data does exist suggests there is a very tight rental market, which is driven by a number of factors including population growth, growth in short term rentals, and diminishing homeownership opportunities for lower income households.

Rapid growth in student population (58% growth in the last 10 years) has created a higher demand for housing that is often not based on the economic conditions present in the local community, which can inflate rents. Student populations are also generally willing to co-house with multiple roommates, which makes their total payment capacity significantly higher than that of a single-parent or even a two-income household with children. A review of rental listings showed single room rentals in the \$400-\$900 range, which when considering a four-bedroom house, would represent more buying power than a professional household earning the median income. However the pipeline of new student housing suggests that both NAU and private developers are responding to the demand imbalance.

Figure 25 analyzes the most feasible housing strategies for renter households at income tiers, along with the estimated number of Flagstaff renter households in those income groups. It should be noted that Census demographics do not perfectly align with median income categories so characterizations based on AMI income ranges are not possible.

figure 25

Analysis of Housing Opportunities for Renters in Flagstaff			American Community Survey 2011-2015 5-Year Estimates
INCOME RANGE	# OF HOUSEHOLDS	KEY HOUSING STRATEGIES	
\$0-\$14,999	3,185	The upper end of this income range roughly equates to the 30% AMI limit for a family of three and includes a large percentage of renter households. With few options on the open market. The priority for this group is building new subsidized rental units, but requires substantial grants, rent subsidies, and below-market-rate investments to achieve affordable rent levels.	
\$15,000-\$34,999	3,570	Renter households in this income range roughly equate to 60% AMI on the upper end, and can be feasibly assisted through federal rental housing development programs such as the Low-Income Housing Tax Credit program, and have limited homeownership opportunities through construction and deep subsidization of low-cost homes by non-profits.	
\$35,000-\$49,999	2,097	Market rents are beginning to be affordable to this group. Many would-be homeowners in this group have few affordable options. The upper income range is approximately 90% AMI for a family of three.	
\$50,000-\$74,999	1,916	Would-be homeowners have limited options for condos or townhomes on the open market. More market rate rental housing is affordable.	
\$75,000 or more	2,010	The upper end of this range roughly equates to 130% AMI for a family of three. Would-be homeowners in this group have limited options for detached homes, and more options for condos and townhomes. Virtually all rental housing is affordable to this income group, if available on the market. However, this affordability could be eroded in the future if home prices rise faster than incomes or mortgage interest rates increase significantly.	

Rental housing is critical for lower income community members as well as newly recruited workforce just moving to town. Households below 65% of AMI generally do not make enough to create a sustainable homeownership situation—with some notable exceptions, including the Habitat for Humanity program, which targets household at or below 50% AMI. Households below 60% AMI qualify for subsidized rental housing created through the Low-Income Housing Tax Credit program, which is one of the few sources for below market rate rental housing construction and is highly competitive. Figure 26 below shows affordable rents at 30% of gross income for various household sizes and income levels.

figure 26

Affordable Rent Levels By AMI and Household Size						
NUMBER OF PERSONS IN HOUSEHOLD:						
% Median	1	2	3	4	5	6
30%	\$330	\$377	\$424	\$471	\$509	\$547
50%	\$550	\$629	\$708	\$785	\$849	\$911
80%	\$880	\$1,011	\$1,131	\$1,256	\$1,358	\$1,458
100%	\$1,210	\$1,383	\$1,557	\$1,727	\$1,867	\$2,005

When compared to the Census median income, this would yield a maximum affordable rent of \$1,669 a month. Respondents to the ECoNA Workforce Employee Housing Study were asked to report their rental payment capacity, which revealed a median affordable monthly rent of \$1,000 among those planning to move in the next few years. Among those surveyed the current median rent paid was only slightly higher at \$1,175 a month.

Even though there is no comprehensive source of current rental data available, there are several resources that can give a snapshot of current housing availability. An analysis of current listings on Craigslist found only 15 units for rent below \$1,000, seven of those being studio apartments, and there were no units larger than a two bedroom. Interestingly, there were a total of 65 listings in that price range, but the vast majority were advertisements, for fall waitlists as well as people renting individual rooms in larger houses or apartments.

These findings, while anecdotal, do reinforce findings of the Housing Solutions rental survey that found a zero vacancy in subsidized rental housing projects, and a 2.6% vacancy in market-rate multi-family projects. Looking at the data provided by Housing Solutions, only shared rooms and studio apartments have average rents in the affordable workforce price ranges. And this data only includes apartment complexes, so finding an affordable single-family home is almost certainly out of reach for most households.

The pipeline of multi-family projects, particularly those targeting student populations will help address the growing rental housing needs. However, to address long-term needs, a variety of strategies need to be developed to address continued rental housing development that includes large-scale high-density strategies in appropriate areas, distributed smaller-scale development approaches, as well as targeted investments in subsidized rental for very low and moderate-income households.

Homeownership Affordability

As discussed in the housing market analysis, homeownership opportunities under \$200,000 have rapidly shrunk in recent years. Over 4,000 respondents (68.7%) to the ECoNA Workforce Employee Housing Study that currently rent and plan on moving in the near future, indicated that they desired to purchase a home in Flagstaff. From this data, a general demand number from the larger population can be imputed that can help better define the overall demand for new for-sale housing and at what target price points.

Using HUD AMI levels, and assumptions based on the current Federal Housing Administration mortgage loans at current interest rates, taxes and insurance for Flagstaff, affordable home prices were calculated for households of various sizes at four key income levels in Figure 27 below.

figure 27

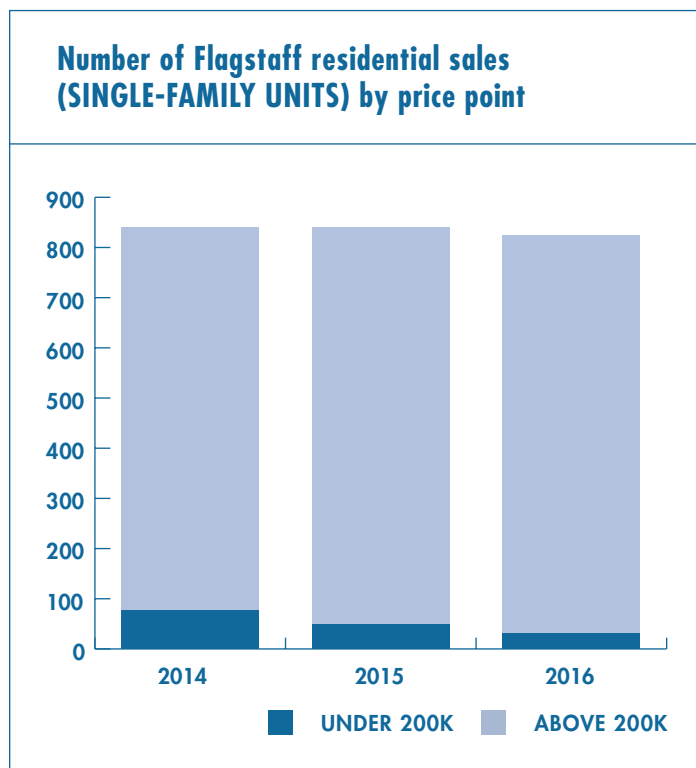
Home Prices Affordable at AMI Levels						
Number of Persons in Household:						
% Median	1	2	3	4	5	6
65%	\$89,768	\$115,827	\$119,747	\$137,136	\$143,022	\$156,829
80%	\$118,089	\$144,437	\$156,170	\$177,518	\$186,559	\$203,598
100%	\$160,094	\$194,657	\$205,001	\$233,116	\$249,090	\$274,582
120%	\$204,961	\$245,948	\$262,715	\$297,153	\$318,327	\$348,918

From these calculations, we can see that it is not until you get into the larger family sizes in the 100% and 120% ranges that you start to see pricing that is currently available in the open market. By comparison, the mortgage capacity of a household earning the Census median income is approximately \$257,000, a level at which there are also few options currently on the market. Among ECoNA Workforce Employee Housing Study respondents, the median affordable mortgage was reported to be \$1,212 per month, which imputes to a FHA mortgage amount of around \$165,000, far below anything available in the current market.

When home sales data are divided into price segments, it becomes clear that the supply of attainable homes is shrinking. There has been no relative parity between detached homes priced under \$200,000 and those priced over \$200,000, with those under \$200,000 making up approximately 7% of all homes sold on average during that three-year period. See Figure 28 below. This segment declined 60% between 2014 and 2016, further diminishing a small market of affordably priced homes. This implies that the supply of affordable detached homes has nearly evaporated for households with incomes below approximately 100% of the area median.

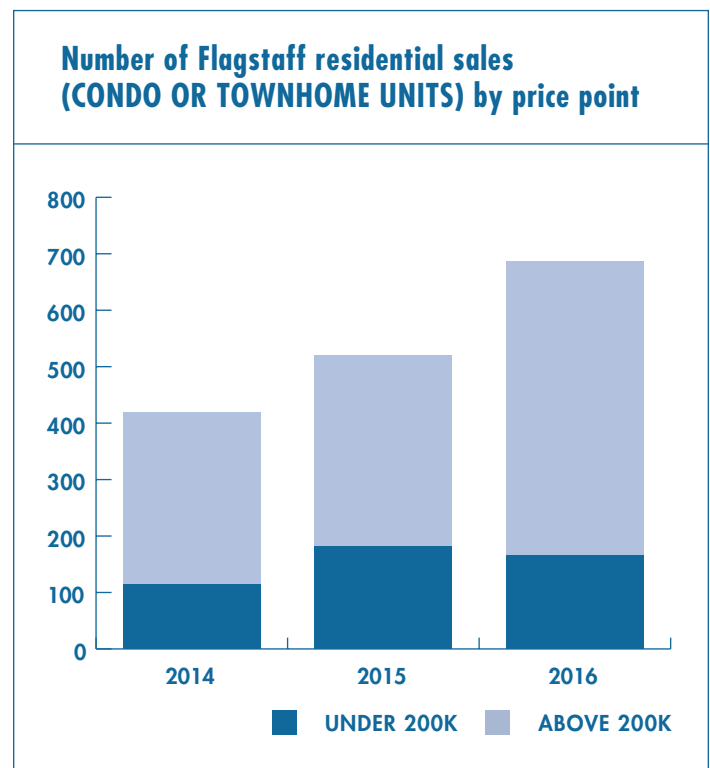
The price and sales increases for condominiums and townhomes also reveal an interesting trend. In 2014, condominium and townhome sales below \$200,000 constituted 27% of all condominium/townhome sales. This increased slightly to 35% in 2015, but dropped rapidly to 24% in 2016 sales. Through this trend, we see a massive growth in the townhome and condo segment, paired with a proportionally greater expansion in the higher end of the condo and townhome market.

figure 28



Northern Arizona Association of Realtors

figure 29



Northern Arizona Association of Realtors

Taken together there is a clear and dramatic trend: **homes affordable to low and moderate-income buyers are dwindling at an alarming rate and this decline is particularly acute for detached homes.**

Another strong indicator of decreasing affordability is that median sales prices in Flagstaff are among the highest for similar peer communities, and rising at a rapid rate. Figure 30 depicts the median sales price of single-family homes in five communities and the change over the last two years. Flagstaff is second only to Durango in total median single-family home price. It would take an income of nearly \$90,000 a year to afford a mortgage for the current median priced home which is strongly trending upward.

figure 30

Comparable 2014 and 2016 Median Sales Prices			
	2014	2016	% Increase
Flagstaff, Arizona	\$315,900	\$369,000	16.8%
Missoula, Montana	\$225,000	\$255,000	13.3%
Bozeman, Montana	\$287,000	\$335,000	16.7%
Durango, Colorado	\$365,000	\$415,000	13.7%
Santa Fe, New Mexico	\$299,150	\$312,588	4.5%

Source: Gallatin Association of REALTORS, Santa Fe Association of REALTORS, Greater Durango Association of REALTORS, Missoula Organization of REALTORS

These income numbers suggest a need to aggressively pursue strategies to produce lower-cost housing in the open market while working to greatly expand the amount of homeownership opportunities created through programs like the Flagstaff Land Trust and potentially through new models.

Homeownership Demand

At the core of questions about future housing for Flagstaff's workforce is how many people want to purchase homes and what can they afford. The best demand data available is from the ECoNA Workforce Employee Housing Study, which identified that 49.6% of respondents planned to move within the community. An estimation of the total homeownership demand among the 13 largest employers can be calculated based on responses to the workforce survey (see Figure 31). Over 4,000 respondents (68.7%). If you take the portion of total respondents, of which 68.7% planned on purchasing a home, this yields a total number of homebuyer prospects among the survey pool of 1,853, 1,038 of which are presumably new homeowners based on survey findings. Assuming that the statistics represented in the respondent group are an accurate representation of the total group of employees represented in the survey, this would suggest there are approximately 3,400 households currently wanting to purchase homes, just among the 13 largest employers in the city.

Looking at the macro level, we can also make more broad demand assumptions based on the homeownership rate. Figure 32 shows a comparison of homeownership rates among various peer communities.

figure 31

Housing Need Among 13 Largest Employers	
Total Employees in 13 Surveyed Employers	12,598
Percentage that live in FMPO	91.9%
Total Survey Household in FMPO	11,578
Percentage Planning to Move	49.6%
Number of Households Moving	5742
Percentage Moving Planning to Purchase	68.7%
Housingholds Planning to Purchase	3,945

figure 32

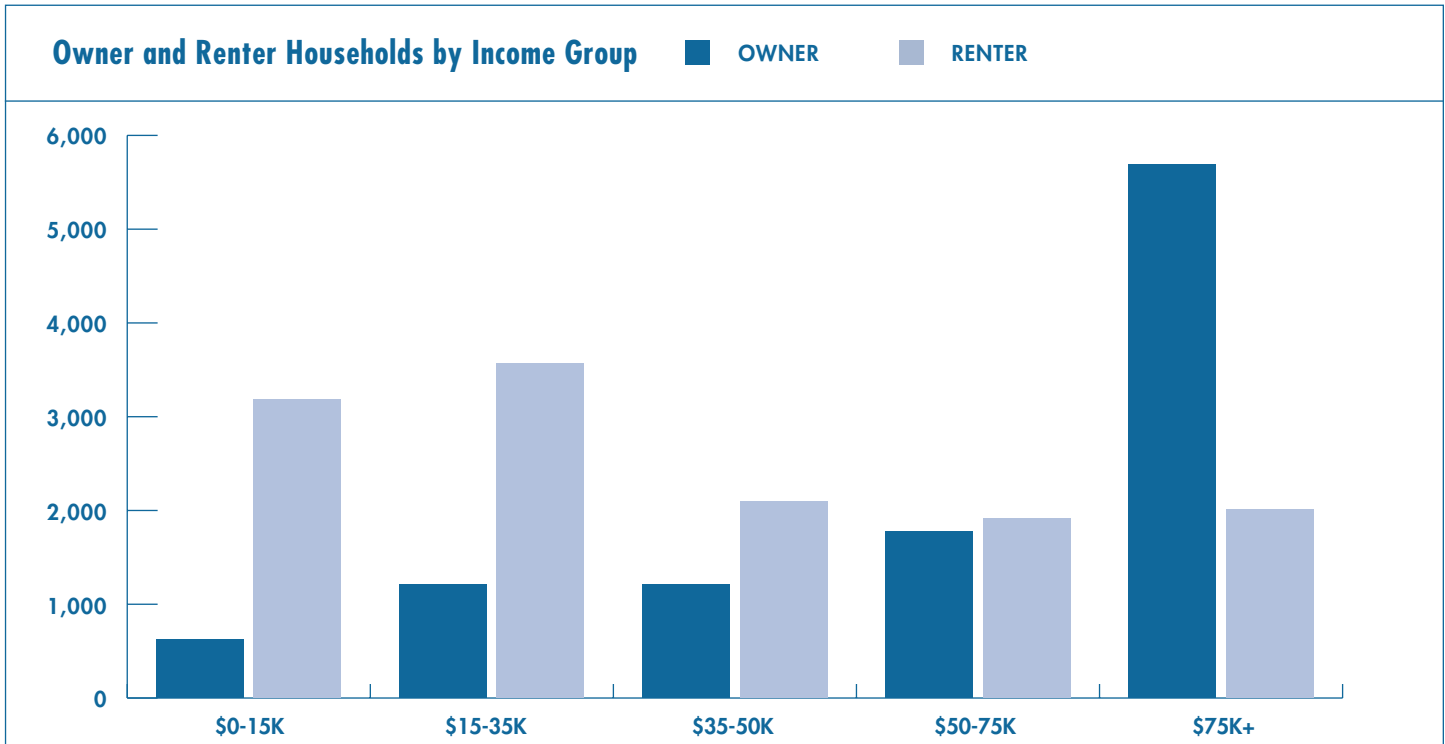
Homeownership Rates	
Flagstaff, Arizona	45%
Missoula, Montana	48%
Bozeman, Montana	44%
Durango, Colorado	49%
Santa Fe, New Mexico	61%
Bend, Oregon	58%
Arizona	63%
United States	64%

2015 American Community Survey

Flagstaff has an exceptionally low homeownership rate as shown above. At 45% this rate is 18% lower than the statewide average and 19% below the national homeownership rate. Among the five peer communities, only Bozeman, Montana has a lower rate of ownership than Flagstaff.

To better understand income distribution in Flagstaff, we compiled the most recent American Community Survey data and interpolated the income data into segments based on Census-defined income ranges. Figure 33 shows the comparative numbers of homeowners and renters in different income groups.

figure 33



There are some 8,852 renter households earning below \$50,000 a year. Using the same assumptions from the 2007 Nexus Study that 1/3 of renter households aspire to own a home, this would imply an unmet homeownership demand of around 3,000 households. This strongly suggests a need for housing below \$200,000 to address this need.

It is important to note that a lack of affordable ownership opportunities can have a significant impact on the rental market as well. The lack of reasonably priced homes can lead to a significant portion of households who desire to be homeowners being involuntarily limited to rental housing situations. As renter populations in the community grow, and the supply of rental housing correspondently shrinks, the higher income wage earners are able to pay increasingly higher rents that drive up overall rental costs and price out the lowest-wage earners in the community.

WORKFORCE INTERVIEWS AND EMPLOYEE SURVEY FINDINGS

In fall of 2016, the Economic Collaborative of Northern Arizona (ECoNA) undertook a study and contracted with Northern Arizona University's W. A. Franke College of Business to survey the 13 largest employers to gain a better understanding of the housing needs of the Flagstaff workforce (Appendix I). This survey was eventually distributed to the 13 of the largest employers and garnered 5,900 usable responses, a response rate of just under 47%. This massive amount of very current data reveals interesting patterns which can be compared to community-wide demographics.

The Flagstaff Workforce

Among the respondents to ECoNA's Workforce Employee Housing Study were families representing nearly 20,000 people in the Flagstaff Metro area. In general, the respondents varied from the larger community-wide demographic in a number of ways, including being older, higher income, having larger households and a significantly higher rate of homeownership.

The average age of respondents was 40.5, as compared to 25.6 for the community as a whole and the average reported family size was 3.2, significantly larger than the overall household size of 2.6 for the larger community. Among this group is a rate of homeownership 17% higher than the community as a whole at 62%.

The average net income of respondents was \$61,700, but the much lower median of \$51,000 reveals a significant weighting that occurred because of higher income respondents within the survey pool. Altogether, 75% of respondents had a net income of less than \$69,000 a year. It is difficult to compare these number to Census statistics since they rely on gross income numbers, but the median net income of respondents is almost analogous to the median gross income of the larger community. Assuming that a given household pays between 15-40% in deductions from gross pay, this suggests that the median wage of respondents is considerably above the community-wide median in terms of gross income.

Workforce Survey Results Snapshot

Average Age: 40.5

Average Family Size: 3.2

Average Net Income: \$61,740

Median Net Income: \$51,000

Homeownership Rate: 62%

Average Length of Ownership: 8.9 years

Average Mortgage Payment: \$1,541

Average Monthly Rent: \$1,148

Living with Roommates: 8.7%

Average Length of Residency: 7.8 years

Average Commute Time: 15.8 Minutes

The vast majority of respondents were full time employees (94.2%) and the average length of employment at the current employer was 6 years. Nearly 78% of respondents have worked at their current place of employment for more than 2 years. The average length of residency in Flagstaff was 7.8 years with 9.2% living in Flagstaff for under 2 years and just under one-third having lived in the community for between 2 and 10 years.

Among this population, housing affordability is a critical concern. Respondents were asked to rate the importance of homeownership, which 82.7% rated as “very important” or “extremely important”. Slightly lesser so for affordable rental housing, with only 66.5% rating it as “very important” or “extremely important” to them personally, which is not surprising given the large portion of homeowners within the sample.

Perhaps most telling are the perceived barriers to homeownership, with 86.4% relating that home price was the most significant barrier and an additional 52.7% citing the need for down payment and 27.8% also citing mortgage qualification. More than three quarters of respondents (78.6%) indicated that affordable housing was a concern for them personally.

Potentially the most striking statistic to come out of the survey results was that 54.6% of respondents indicated that they are contemplating leaving Flagstaff due to affordability concerns, and a majority (67.8%) of those contemplating leaving are renters.

The Employer’s Perspective

As part of this study, interviews were conducted with a wide range of housing and workforce stakeholders and leadership or human resources staff representing approximately half of the major employers that participated in the study (See Appendix II for a complete list of interviews). The purpose of these interviews was to collect subjective observations about the obstacles for workforce retention and recruitment posed by housing, as well as to identify current housing programs deployed among Flagstaff’s larger employers and identify potential assets to support housing programs.

Nearly universal among the stakeholders was the acknowledgement that housing and cost of living are critical issues that impact both hiring and retention, and increasing housing costs appear to be strongly impacting recruitment.

Anecdotal observations revealed through interviews included stories of out-of-town candidates who are hired, but fail to find reasonably priced housing and choose to leave the community before ever commencing their employment. Another interviewee spoke of new hires declining positions once candidates begin searching for housing locally and not finding acceptable housing in their price range. It appears that high housing costs suppresses the number of qualified candidates for many professional positions.

Several large employers related that, due to the higher cost of living in Flagstaff, many previously one-income households would typically need two incomes to sustain the higher cost of living in Flagstaff. This contributes to the “trailing spouse” situation, where the other person in the couple cannot find adequate employment in their field due to the community’s smaller pool of available employers, thus, remains in their previous community until employment is found.

Current Employer-Based Housing Programs

Nearly all employers indicated that they have some sort of employee housing program. These varied in scope from the most basic educational programs working to connect out-of-town hires with local housing information and resources, through several employers who offer relocation assistance and short-term housing stipends. Programs that offered direct financial assistance to new hires were typically targeted at higher wage jobs and/or hard to fill positions and were certainly not uniformly available to all new employees of those institutions.

Among the large employers interviewed, only the City of Flagstaff operated a direct financial assistance model for homeownership: a down payment assistance program targeting police officers. Several of the large employers interviewed expressed interest in this type of program structure, which they saw as both a hiring perk and powerful employee retention tool.

None of the large employers interviewed, with the exception of the local government entities, expressed capacity or expertise for participating directly in housing development activities targeted at employees.

Employer Assisted Housing Program Opportunities

By bringing the public and private sectors together to provide housing, Flagstaff can maximize one of its most viable economic assets – its employers. Conditions in Flagstaff are optimal for the creation of an Employer Assisted Housing (EAH) program infrastructure. The lack of reasonably priced housing presents a high-level threat to both the quality and size of the skilled workforce. This should create a natural incentive for larger employers to find ways to invest in housing meeting the needs of their employees. Investment in employer assisted housing program infrastructure now will deliver benefits well into the future and will help accommodate future growth in the Flagstaff area.

Employer Assisted Housing programs provide extensive benefits for businesses that undertake them and can be tailored to work in almost any housing market. Housing is a critical component of the overall business environment and employer investments in housing not only benefit their bottom line (see examples later in this report), but the larger community as well. Housing programs can help increase recruitment and retention of employees, and in many cases the associated savings, such as reduced training costs, more than cover the costs of the program. This form of non-cash benefit can also offset modest wages, helping lower income employees attain homeownership, or in the case of rental programs, achieve a housing expense proportional to their income.

EAH's represent a private sector investment that has multiple community-scale benefits as well. Successful EAH programs can contribute to neighborhood revitalization, improve community-wide housing conditions, increase economic activity, create a better balance between workforce size and available housing, and increase the tax base for municipalities. Proximity of employees to their place of employment is another key benefit, as reduced commute times directly improve employee morale and can improve response times for workers in critical fields such as health care.

A comprehensive overview of various types of EAH programs is included as Appendix III to this report. This document provides detailed descriptions of various approaches for structuring programs.

Collaboration

At the core of all successful EAH programs, and any housing program, are strong collaborative relationships between private businesses, nonprofit and public sector entities. While the businesses may have the capital to invest in an EAH program, they typically do not have the expertise to manage or administer many aspects of an EAH program. Likewise, it is attractive for prospective employee participants to have a third party, rather than their employer, review their personal financial information confidentially. In many

instances, municipalities and states contribute additional funding or incentives while a nonprofit housing provider assumes many of the program related components including administration and delivery.

Employers. Typically, employers provide capital for the program and manage outreach and marketing to their employees. While typically adept at business management, most businesses lack the capacity to deliver housing services such as financial counseling, education and qualification of applicants for third party funding sources. These core program components are essential for success and ensure that all program participants are accessing prime financing and sustainable post-purchase financial situations. Employers can also be key advocates for new housing development that meets workforce housing needs.

Nonprofit Housing Providers. In most programs, nonprofits deliver critical housing counseling and education services to complement an EAH program. Properly trained and educated buyers can help ensure a pipeline of qualified buyers. Furthermore, nonprofits have the track record and infrastructure for monitoring, assessment and delivery of housing programs and services, as well as access to capital only available to nonprofits. They likewise have skills to perform income certification and documentation, which is critical if private funds are to be matched with public monies. Housing nonprofits also possess intimate knowledge of local real estate conditions which can be particularly helpful at the program design stage, as well as in assisting individual homebuyers as they seek housing.

Local, State and Federal Government. There are a variety of ways that governments at all levels support employer assisted housing models. EAH programs are typically seen as a benefit to the larger community as they generally address community housing and economic development goals. The type of assistance can range from direct subsidy, streamlining of regulations, and provision of infrastructure depending on the resources available in a given area.

- **Infrastructure Development.** In recent years, municipalities have increasingly shifted the cost burden of new infrastructure (water and sewer lines, roads, utilities) to property developers. Public financing of infrastructure can substantially reduce the initial costs of development and lessen the financial burden on developers. Infrastructure financing can be accomplished through the municipality's regular capital improvement budget, CDBG funds, special assessments or tax increment financing.
- **Financial Assistance.** Direct financial assistance to support EAH programs can be found at multiple levels of government. This can include state and federal level matching funds that are available for down payment or IDA programs.
- **Simplified Permitting.** Obtaining planning permissions for new developments can add substantially to the cost of new developments, negatively effecting affordability. Housing development projects that include affordable workforce housing can be allowed an expedited review process as well as a reduced fee schedule which both contribute to affordability and the expeditious construction of new housing.

Third Party Assistance. There are numerous other third-party groups that can be of value to an EAH program. For instance, charitable foundations can be approached to underwrite the creation of an EAH plan, or match employer funds for down payment

assistance. Real estate professionals often represent a value-added addition to EAH programs. Realtors can be engaged to offer services to homebuyers to assist in locating a home and completing the purchase transaction as well as assisting with homebuyer education activities. Other housing professionals such as closing agents or insurance providers can also contribute through their participation in homeownership education classes and discounted fees for program participants. Industry groups such as Chambers of Commerce are also viable partners and can assist with outreach and program development.

“Best Practices” Case Studies of Employer Assisted Housing Models

Underlying all successful EAH's are strong public/private partnerships that leverage the capacity and strength of private employers, local housing nonprofits, as well as local governmental jurisdictions. In many cases, states and municipalities provide matching funds for homebuyers that qualify for other housing programs, thus magnifying the impact of employer investments. The following case studies exemplify some of the diversity of EAH programs.

REACH. One of the most successful employer assisted housing programs in the nation is the Regional Employer-Assisted Collaboration for Housing (REACH) that serves the greater Chicago area. Designed through a collaboration between the Metropolitan Planning Council, a non-profit planning and policy group, and Housing Action Illinois, a statewide coalition of housing providers, the program has grown exponentially since its founding in 2000. In the last 11 years REACH assisted over 1,800 homeowners and now represents a coalition of over 100 employers and dozens of housing nonprofit partners located regionally within the project area.

The REACH program is one of the most successful models of a private/public partnership. Public funds are leveraged 5:1 with private sector dollars, while employer contributions are leveraged 2:1 with equal investments from the County and State for qualified purchasers.

The core of this program's success lies in its systematic approach and flexibility to work with a variety of employers of different sizes, needs and locations. When engaging a new employer partner, REACH undertakes a systematic process of program assessment that includes comprehensive internal analysis of employer needs, employee surveys, and cost benefit analysis of the program. REACH then undertakes a facilitated program design process, followed by execution of written agreements, program marketing and launch, as well as ongoing implementation, evaluation and administration.

Employers contribute \$1,000-\$15,000 per participating household with a committed minimum program investment of \$10,000. One of the most attractive aspects of this program is the availability of Illinois State Tax Credits specifically designed for employer assisted housing. To qualify for the state tax credit, Illinois employers can offer down payment and closing cost assistance, reduced interest mortgages, mortgage guarantee programs, rent subsidies, or individual development savings account plans to their employees. Investments in counseling and program administration are also eligible costs.

REACH partners with nonprofit, community-based organizations with expertise in the local real estate market, as well as experience or training in administering housing assistance programs. They work with employees individually, keeping their personal financial situations completely confidential, which relieves employers of potential intrusions into

employee privacy. REACH partners also help employees leverage any available financial resources, including public and private programs. They are the approved nonprofit intermediaries who can access the state matching funds and tax credit programs.

Aurora Healthcare. The Aurora Healthcare EAH program represents a very successful single employer model that includes 13 hospitals and 100 clinics with over 26,000 employees in Milwaukee, Wisconsin. This model is of particular interest because it's been subjected to systematic quantitative assessment of bottom line benefits to the employer.

The program is structured so that any employee in good standing who has been with the organization for one year, is eligible to receive a \$3,000 5-year forgivable loan towards down payment and closing costs coupled with homeownership education and counseling services. In 2008, the Center for Housing Policy conducted a systematic assessment of program outcomes across a variety of quantitative measurements. The results show significantly higher levels of employee performance as indicated by annual reviews from participating employees. Additionally, employees participating in the EAH demonstrate approximately half the turnover rate of the larger employee population.

By making a modest investment to provide these benefits, employees greatly benefit from direct financial assistance, housing counseling and training and the realization of homeownership. In return, Aurora clearly receives a quantifiable bottom line benefit. EAH participants prove to be better performing employees who stay with the organization longer. Aside from the direct benefits of reduced training and recruitment costs, the reduction in turnover also correlates to increased workplace stability, productivity, and morale.

St. Vincent's Hospital Employer Assisted Housing. St. Vincent's Hospital is a large regional hospital located in Santa Fe, New Mexico. Facing issues with workforce recruitment and retention, they work with local partners to develop an entrepreneurial employee down payment assistance program that would be sustainable into the future. The hospital worked with a workforce housing partner non-profit, Homewise Inc., to design and implement the program. Homewise is a highly successful and innovative non-profit affordable housing provider and is a Community Development Financial Institution (CDFI), a designation by the U.S Treasury that allows them to originate loans and access special grant funding pools only available to CDFI's. The program is structured to reach the 20% down payment threshold and eliminate mortgage insurance, while also making it much easier for buyers to qualify for a mortgage and often access more favorable first mortgage terms. The loan is structured very similarly to the first mortgage, requiring monthly payments at a market interest rate. The benefit of this program design is that it recycles funding on a regular basis through monthly payments, while also growing the down payment assistance funding pool through time. The non-profit partner is able to pay for its overhead and administration of the loan through taking a portion of the interest recovered on the loan.

RECOMMENDATIONS FOR EXPANDED AFFORDABILITY

The following table reviews a range of constraints and opportunities expressed in a matrix that divides affordability into five key areas: funding, capacity building, program development, real estate development and regulatory environment. These recommendations endeavor to lay out next steps for working towards a more comprehensive approach to addressing the critical housing affordability issues facing the Flagstaff community.

At its core, issues of housing affordability are a function of supply and demand as well as land availability pressures. With little opportunity to impact the demand side of the problem, we are left with few options but turning to increased supply to help increase affordability for housing within the community. The matrix is followed by short narrative descriptions of recommended action steps.

Constraints and Recommendations Matrix

	CONSTRAINTS	RECOMMENDATIONS
FUNDING	<ul style="list-style-type: none"> No reoccurring local source of funding for housing construction No immediate bonding capacity Potential threats to CDBG funding Transfer tax not allowed under state law 	<ol style="list-style-type: none"> 1.1 Explore options for recurring local public and private funding source 1.2 Pursue bond issue for affordable and workforce housing 1.3 Create structures to recapture and recycle public investments in housing
CAPACITY BUILDING	<ul style="list-style-type: none"> No means of communication among real estate industry, banking, non-profit, and public sector Only one model of affordable homeownership being pursued Collaboration between public/private/non-profit sectors not being fully leveraged 	<ol style="list-style-type: none"> 2.1 Develop partnerships, collaboration and coordination between public and private sector 2.2 Work to develop a local CDFI who could administer employer based DPA programs 2.3 Work with local non-profit partners to expand the approaches to affordable housing development
PROGRAM DEVELOPMENT	<ul style="list-style-type: none"> Lack of community level understanding of type and incomes ranges served by various affordable workforce housing types Non-governmental organizations need additional financial support to expand into new areas 	<ol style="list-style-type: none"> 3.1 Clearly define a framework for addressing community housing needs by convening public and private sectors 3.2 Create locally funded down payment assistance program that targets broader income ranges than allowed through CDBG 3.3 Educate the wider community about local housing needs 3.4 Develop infrastructure for employer-based housing assistance programs with broad participation from the employer community

	CONSTRAINTS	RECOMMENDATIONS
HOUSING DEVELOPMENT	<ul style="list-style-type: none"> • High up-front infrastructure costs to begin development • Neighborhood push-back to infill development • Housing development and in-town land conservation at odds • Only one model of affordable homeownership being deployed • No clear performative standard for meeting workforce housing needs • Deregulation alone has failed to produce lower cost housing • City and County land is restricted due infrastructure challenge 	<p>4.1 Provide infrastructure assistance in exchange for meeting income and pricing targets</p> <p>4.2 Use City and private land assets to leverage housing development meeting income and pricing goals</p> <p>4.3 Support high density student housing development in the right areas that do not disrupt existing neighborhood patterns</p> <p>4.4 Improvement districts and scaled infrastructure</p>
REGULATORY ENVIRONMENT	<ul style="list-style-type: none"> • No performative standards for developers to meet community housing needs • No ability to implement inclusionary zoning • Many workforce housing tools precluded by state law • Other code incentives (mixed use, sustainability) make affordable incentives less effective 	<p>5.1 Update code to allow for denser housing in appropriate locations</p> <p>5.2 Create expedited review process for projects meeting key housing needs</p> <p>5.3 Redesign and strengthen affordable housing development incentives</p>

Funding Recommendations

The most effective approaches to addressing community housing needs require direct investment. While identifying new funding sources and mustering the political will to make public investments in housing is never easy, direct financial contribution to affordable housing activities generally leverage extremely high returns. For example, the City of Albuquerque New Mexico's Workforce Housing Trust Fund is supported by a reoccurring bi-annual bond issue and has leveraged nearly \$200 million in activity from \$30 million in investment, returning \$2.5 million in tax revenue to the City and generating nearly 1,200 jobs.

1.1 Explore options for recurring local funding source

One of the most versatile and effective tools for the ongoing support of workforce housing is the creation of a dedicated municipal fund, often referred to as a housing trust fund. This mechanism is vested with a municipality and is regulated by a set of specific policies and procedures that both defines the uses of the fund (such as down payment assistance programs, energy efficiency retrofits and infrastructure assistance for workforce housing development) and the solicitation, application and allocation process through which the funds are managed.

This mechanism can also serve as a repository for funds generated from workforce housing activities. For instance, program income from the sale of public land and/or the repayment of a homebuyer subsidy (such as when an assisted buyer sells their home), is repaid into the fund and recycled to the next qualified grantee. With proper structuring, the fund can become a portfolio asset that builds over time and allows the leveraging of other outside resources.

The public sector can create this fund through an ordinance that describes the range of eligible uses and a procedure soliciting potential projects. A competitive solicitation process ensures that only the highest performing activities will be funded, increasing the leverage of public resources, as well as the efficiency and innovation of new programs. The fund can also be used to address the gap in third-party funding sources.

Similar funds could be created by private entities to support EAH programs similar to the St. Vincent's Hospital Case Study example. One of the key aspects of this type of program will be investment in the creation of a CDFI to manage the fund and originate loans, which is discussed in detail in Recommendation 2.2.

1.2 Pursue bond issue for affordable and workforce housing

One of the primary ways the City of Flagstaff can support the access to more affordable housing is through the direct provision of funding for housing development and down payment assistance. The City is unable to bond until November 2018, but elected officials, housing staff and key community stakeholders should begin working now to design bond that includes truly diverse and effective funding mechanisms that can be a long-term asset for the community.

Potential uses of bond funding could be provision of infrastructure for income and price-restricted new development by both non-profit and for-profit partners. Another important investment would be down payment assistance for low and moderate-income households that is designed to meet Flagstaff unique demographic and housing market needs, potentially targeting incomes up to 120% AMI. Locally funding down payment assistance would also insulate against the potential loss of Community Development Block Grant funds currently used for this purpose.

1.3 Create structures to recapture and recycle housing investments

All investments made through new and existing funding programs should focus on recycling and reusing funds. Using structures such as second mortgages to secure investment mean that funding can grow year on year as investments are paid back. Critical to this process is having a secure mechanism for recycling funding, such as the trust fund model described above.

Capacity Building Recommendations

To address the growing needs for housing services, both public and private stakeholders should work to expand the capacity of existing service providers and identify gaps to be addressed with new service models.

2.1 Develop partnerships, collaboration and coordination between public and private sector

The Flagstaff community is in a crisis moment for housing attainability and should convene a diverse group of public and private sector stakeholders to help develop

an approach for addressing the City's goal of producing 1,000 new units of affordable and workforce housing. Addressing these needs will require new forms of collaboration between the City, County, land use staff, non-profits, lenders, REALTORS®, developers and private employers. Bringing all these entities together around a clear set of strategic goals will leverage their various talents, and can help create robust and long-term solutions to housing issues. Vesting the ECoNA Housing Roundtable with resources will leverage further investment and incentivize participation of stakeholders.

At the core of all strong workforce housing approaches are strong partnerships. Probably the greatest advantage to developing strong public/private/non-profit partnerships is that multiple resources can be leveraged to create comprehensive responses to identified needs.

Non-profit organizations are uniquely positioned to bridge the differences between the public and private sectors by offering services that aren't profitable enough for the private sector to pursue while being less encumbered by regulation than the public sector. Non-profits can also mimic many for-profit housing development activities, using mixed income housing development of higher quality homes to support the subsidization of homes serving low and moderate-income households.

Private sector businesses also play a significant role in leveraging additional services and funding and may be able to carry out certain activities more cost effectively than nonprofits. For instance, private developers may be able to develop homes more quickly and less expensively than nonprofits due to their asset base, economies of scale and inherent efficiency. Lenders, realtors, insurance agents, and title officers are all critical for making sure homes that are built through programs, can be accessed by consumers.

Coordination among public/private/nonprofit entities can also provide access to larger funding sources, and those not available to individual nonprofits, or risk sharing among several financial entities to enable larger scale projects than any one institution would typically undertake.

2.2 Work to develop a local CDFI who could administer employer based DPA programs

Community Development Financial Institutions (CDFI) are a special type of financial organization that can play a critical role in promoting access to housing. CDFI's are regulated by the Department of the Treasury and can access special funding sources to undertake regulated lending activities with the goal of providing services not provided by traditional financial institutions at more flexible rates and terms. The stated mission of the CDFI program is "to expand the capacity of financial institutions to provide credit, capital, and financial services to underserved populations and communities in the United States." A CDFI can originate home mortgages as well as other types of loan products such as an amortizing down payment assistance programs. CDFI's can be non-profit organizations, credit unions, or even a stand-alone investment or loan fund. The process of applying for CDFI designation can be costly and time consuming, but the benefits to the community are certainly worth the investment.

A strong CDFI could play a critical role in assisting large employers investing in

down payment assistance programs by managing programs for employers.

2.3 Work with local non-profit partners and the development community to expand the approaches to affordable housing development

Currently the primary structure for affordable for-purchase housing is the creation of Community Land Trusts and limited non-profit development work. While this type of long-term, equity restricted housing is a very successful model, there are other models that could be deployed to meet gaps in the current housing market and provide more flexibility to future housing programs. The primary goal of the Land Trust is to create “Permanently Affordable” housing and is generally best for addressing the needs of lower-income households that need significant subsidy to be able to afford a house. The main drawback to this program model is that it invests a significant amount of resources into a given home, that cannot be reinvested in more flexible ways in the future. It is also dependent on considerable investment from the public sector or through private agreements with developers.

Non-profit mixed-income housing development can provide a very important contribution to community wide workforce housing benefits with an entrepreneurial approach that needs little ongoing investment once an initial critical mass of operations has been attained. This development model typically functions by developing mixed-income housing with a majority of units being priced at levels affordable to low and moderate-income households, and the remaining development priced as entry-level market rate homes. The profit from the market rate homes is used to cross-subsidize the homes sold at discount prices. The discounts offered to low and moderate-income homebuyers are secured through second mortgages, which can be used to recapture funds, or exercise a right of first refusal and purchase back the unit when the initial buyer sells. The main challenge of creating this type of model is that it takes significant up-front investment to catalyze this model if not undertaken by an asset rich organization. Donation of City land or leveraging the donation of a 25-35-unit tract within a private subdivision could be enough to leverage private capital to construct the housing. The benefit of this model is that it is able to leverage public sector investment, but is not dependent on ongoing support for the model. As long as there is demand in the entry-level market rate housing sector, this type of model, once underway, can support itself regardless of outside investment.

Program Development Recommendations

3.1 Clearly define a framework for addressing housing needs

A critical first step for expanding housing programs and impacts is to have a very clearly defined set of housing needs as well as defined benchmarks for housing production goals. These should include rental and home pricing targets that are tied to various incomes and housing sizes, across housing types that are updated annually. The public and private sector partners should also define target numbers for production of housing at various income levels and price points that can be used as a way of analyzing progress towards goals, and assessing various investments and program models. This should be coupled with the collection of key housing statistical data on an annual basis to further measure progress against goals.

3.2 Create locally funded down payment assistance program that targets broader income ranges than allowed through CDBG

A critical obstacle for any potential homeowner are the down payment and closing costs needed to fund a mortgage loan. The City currently provides down payment assistance funded through the federal Community Development Block Grant (CDBG) Program and employee down payment assistance program through local funds. The main limitation is that CDBG funding cannot be used to assist households above 80% AMI. With major obstacles for homeowners up to approximately 120% AMI, a more flexible local funding source is badly needed. A local source for down payment assistance would also help ensure this type of program continues even if the CDBG program was cut or terminated at the federal level. The program should be structured to be funded at a fixed level annually with repayments of past assistance recaptured at sale and recycled into a trust fund mechanism. This way there is a steadily growing pool of down payment assistance funding perpetually into the future.

Likewise, employers can also elect to fund a down payment assistance revolving loan pool that meets their particular employee housing needs. In many cases, public assistance and private assistance through EAH programs can be stacked to extend affordability or help even lower income households.

3.3 Educate the wider community about local housing needs

Community opposition to new development is common in the Mountain West. But intelligent growth is necessary if communities are to maintain housing opportunities for a diversity of incomes. Many long-time residents, and particularly existing homeowners, can be disconnected from the challenges of rapidly increasing rents and entry level home prices that are out of reach for large portions of the population. This disconnect from the realities of current community housing conditions can lead to a lack of community support for housing investments and hinder growth and development targeted at meeting critical housing needs. To address this, the City should consider working with partners to develop an education campaign designed to raise the level of awareness in the community about the realities of the current housing challenges in the community, clearly defining the community needs and priorities for creating affordable housing that serves workforce needs, and the real world negative impacts that the loss of economic diversity in the community would mean. This is also an important component of supporting intelligent community dialogue about any future civic investments in housing such as a housing bond.

3.4 Develop infrastructure for employer-based housing assistance programs

This recommendation ties tightly to the recommendation to create a CDFI. One of the main themes from speaking with large employers was that even if they are willing and able to invest in employee housing, they lack the infrastructure and desire to manage housing programs. Creating successful structures for collaboration between large organizations with organizations currently providing housing services or financial services can be critical for unlocking potential employer investments in housing programs. These can often be piggybacked on existing housing services such as housing counseling and homebuyer training to further increase the success rate of programs.

Housing Development Recommendations

At its core, affordability challenges arise from a higher demand for housing than is being supplied. There are at least several thousand potential homebuyer households in Flagstaff that have few to no options for affordable home purchases. Likewise, rapidly growing student populations will continue to put pressure on the rental housing market. Aggressive strategies are needed to support new housing development from the public and private sectors which would include for-profit and non-profit entities.

4.1 Provide infrastructure assistance in exchange for meeting income and pricing targets

One of the largest obstacles to new housing development is the provision of infrastructure. High upfront costs, incurred before any housing development takes place, can be risky investments that are hard to secure for developers. This appears to be one of the main obstacles to unlocking some of the nearly 5,000 platted lots not currently being developed, despite extremely tight housing inventory and robust demand. The City should explore a formalized program that provides financial assistance on a per-unit basis to any developers, for-profit or not-for-profit, that is willing to meet certain pricing and income restrictions. This type of investment can be used to lower risk for developers at the outset of a project and help them meet total infrastructure funding goals, with the community benefitting from below-market rate housing in return. If structured correctly, the initial infrastructure investment can then convert over and be counted towards the down payment for the buyer making it easier for them to qualify for mortgages. These infrastructure investments can then be secured through a second mortgage and recaptured at sale, then be recycled into a trust fund mechanism and be reinvested in future affordable development.

4.2 Use City and private sector land assets to leverage housing development meeting income and pricing goals

There are multiple land assets that could be invested in the creation of workforce housing. The City is in the process of soliciting proposal for such development, but has also passed up several prime developable parcels that could have created significant investment in workforce housing, or been used to leverage the development of new mixed-income self-sustaining development models. All land assets should continue to be used at the highest level possible for creating affordable workforce housing, and models should be explored to circumvent the issues created by the State's Gift Clause, within the public sector. In situations where the main conflict of development municipal land is the community desire for land conservation, new approaches that blend conservation and affordable housing should be explored. In many ways, investments in long-term workforce housing are a type of conservation that can be just as important as natural resource conservation, especially in a community with so many adjacent public land assets.

To facilitate the development of employer-owned land, it is imperative to clearly define the goals and benefits of such activities, while matching up employers with the right technical assistance to undertake housing development activity. Most large employers with land assets were clear that they did not want to undertake housing development as it was out of their area of expertise. Energy should be invested to match development professionals from both the private and non-profit sectors as potential partners in meeting the employee housing needs.

4.3 Support high density student housing development in the right areas that do not disrupt existing neighborhood patterns

Large students housing complexes have become controversial for their impact on existing neighborhoods. Yet the creation of large-scale multifamily housing is essential to help mitigate the pressure that rapid growth of student population places on the rental house market. Stakeholders should work through a community process to structure land use codes to direct this type of development to areas near that university, that have appropriate infrastructure, where it does not disrupt current neighborhood scale and use, or displace existing residents, especially low-income residents.

4.4 Improvement districts and scaled infrastructure

Again, one of the major obstacles to new housing development at scale is the up-front cost, particularly of transportation infrastructure. The stakeholders should explore the idea of improvement districts, tax increment financing, or other models of scaled infrastructure provisions to assist with lowering the up-front costs borne by developers. These approaches and investments should be leveraged to ensure the private sector produce housing meeting key community needs.

Regulatory Environment Recommendations

5.1 Update code to allow for denser housing in appropriate locations

In high cost market, increasing density is one of the main ways of spreading high land and infrastructure costs across as many housing units as possible, thus enhancing affordability the denser housing becomes. There are many successful models for designing elegant housing that has significant housing density, without creating large impacts on existing neighborhoods. Along with traditional attached housing product, models such as co-housing, more liberal creation of accessory dwelling units and dense infill in existing neighborhoods should all be part of a comprehensive approach to enhancing housing affordability.

5.2 Create expedited review process for projects meeting key housing needs

For large developments, the length of time it takes to undergo the development review process for a large master planned community can be extremely costly, with holding costs continually increasing until approval. This increases the general project overhead, and creates unnecessary costs that eventually get passed on to buyers. Much like directly incentivizing housing creation, creation of a streamlined review process for developments that address clearly defined community housing goals could be another tool to help the private sector better meet housing needs. It is critical that any expedited process be designed in a way so as not to drastically undercut the quality of future development or its impacts on existing nearby residents.

5.3 Redesign and strengthen affordable workforce housing incentives

The City currently has a number of types of development incentives that can work at cross purposes. Incentives for mixed-use, or sustainable building practices may undercut the value and effectiveness of incentives provided for creating housing affordability. The City land use department should collaborate with the housing division to analyze current development incentives and clearly align them to prioritize affordable workforce housing creation. This must be coupled with creating clearly defined pricing and income targeting goals to which incentives are structured. Significant incentives should be provided to both for-profit and non-profit developers willing to produce housing that meets community needs.

APPENDIX I



ECoNA Employee Housing Study

Prepared by:

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The Alliance Bank Business Outreach Center (ABBOC) is an Economic Development Administration (EDA) University Center. ABBOC receives support from the EDA, Coconino County, Alliance Bank of Arizona, and the Office of the President of Northern Arizona.



Economic Collaborative of Northern Arizona (ECoNA) Employee Housing Study

It is widely believed that the high cost of living, especially affordable housing, has a negative impact on the Flagstaff workforce. However, much of the evidence for this has been anecdotal. In order to gain more precise information, the Economic Collaborative of Northern Arizona (ECoNA) commissioned a data collection project to learn about employees' attitudes, beliefs, current status, and future plans. ECoNA contracted with the Alliance Bank Business Outreach Center (ABBOC) to conduct the survey. ABBOC is in an EDA University Center and a US Census State Data Center affiliate. It is housed in The W. A. Franke College of Business at Northern Arizona University.

There is a local saying that living in Flagstaff is "poverty with a view." The cost of living index for Flagstaff (114.1) is 14.1% above the national average, and is considerably higher when compared to the cost of living in Phoenix which is 3.2% below the national average, with an index of 96.8 (Council for Community and Economic Research (C2ER) 2016).

The cost of living index reflects pricing in six categories:

1. Housing;
2. Groceries;
3. Utilities;
4. Transportation;
5. Health care;
6. Miscellaneous goods and services.

In Flagstaff, the high cost of housing is the biggest factor in its overall high cost of living index. When comparing the cost of housing, Flagstaff (136.0) is 36% greater than the national average, whereas Phoenix (98.5) is 1.5% below. Employers understand that the Flagstaff workforce must face the challenge of securing affordable housing, and that the lack of it can have both short- and long-term effects on the workforce. Employers have reported difficulty in retaining qualified employees because of housing costs.

In this survey, respondents reported that barriers to home ownership included the average home price, the cost of a down payment, qualifying for a mortgage and other reasons. However, the average home price was by far the most common barrier reported, with 86.4% citing this reason.

Methods

The study originally started with 15 of the largest employers in the community agreeing to participate.

The employers in the survey were:

1. City of Flagstaff
2. Coconino Community College
3. Coconino County
4. Flagstaff Medical Center
5. Flagstaff Unified School District
6. Guidance Center
7. Little America
8. Nestle Purina
9. North County Healthcare
10. Northern Arizona University
11. SCA Tissue
12. W. L. Gore & Associates
13. *Nackard Pepsi*

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14. Navajo Nation Gaming Enterprises

15. *Walmart*

Two employers, Nacard Pepsi and Walmart, did not participate in the survey reducing the total number of employer participants from 15 to 13.

Two survey methods were used to obtain employee attitudes about housing. The majority of surveys were obtained by using a web-based survey developed in Qualtrics™. Employees were provided a link to the survey in an email from their employer inviting them to participate. For those organizations that did not have email distribution for their employees, a duplicate paper survey was developed and distributed to employees. The paper form was developed in TeleForm™ software and returned surveys were scanned into the survey database. The survey was distributed by the employers in mid-October and survey collection was ended on November 13. A total of 5,900 useable surveys were returned out of a potential 12,598 surveys for an outstanding response rate of 46.8%.

The geographic focus of the employee housing survey is the Flagstaff Metropolitan Planning area (commonly referred to as the FMPO), which includes the Flagstaff City boundaries, Fernwood, Timberline, Doney Park, Kachina Village, Mountainaire, Bellemont and Fort Valley. Survey respondents were asked to indicate their home zip code so that their residence could be assigned or excluded from the FMPO. Initially, 2,017 (34%) respondents did not provide a zip code. In order to correct for missing zip codes, respondents who had valid responses for the question, “How long have you lived in Flagstaff area, including Doney Park, Kachina Village and Mountainaire?” were included in the FMPO count. An extra 1,856 respondents were added to the FMPO total, increasing the FMPO count to 5,422 (92%) of all respondents. Finally, 478 respondents (8%) live outside off the FMPO. The analysis in this document is carried out on respondents who live in the FMPO, and the 8% outside the area are not included.

Please tell us about yourself

2a. How old are you?

The Flagstaff area workforce was relatively young, and the average age of workers was 40.5. This average was calculated by using the mid-points of age ranges included in the survey. Of the sample:

- 73.1% are between 31 and 60.
 - 39.1% were between 31 and 45.
 - 34% were between 46 and 60.
- 18.6% are between the ages of 18 and 30.
- 8.3% are 61 or older.

2b. What is your monthly household net income (take-home pay) from all sources?

The average and median net incomes were calculated from mid points.

- Average **monthly** net income was **\$5,145**.
- Average **annual** income was **\$61,740**.
- **Median annual** income was **\$51,000**.

The average annual net income is driven up by high earners, with 8.3% having net household incomes in excess of \$144,000, and another 8.8% earning between \$105,000 and \$133,999. So while the average income is over \$60,000, it is worth noting that just 14.4% of households are in the average range, with net incomes between \$51,000 and \$69,000. Fully three-quarters (75%) of all respondents have a net household income of \$69,000 or less, and one-third (36.4%) of respondents have a net household income of \$33,000 or less, while 10.5% of households have net incomes of just \$18,000 or less.

2c. Besides yourself, how many people live in your household?

Fully 91.3% of respondents lived in single-member or family households. The remaining 8.7% of respondents lived with roommates who were not family members. However, 4.2% of families also took in non-family member roommates.

Family-Based Households

- **10.3%** were **single-member** households.
- **28.5%** were **two-member** families.
 - 26.7% were just family members.
 - 1.8% had roommates.
- **24.5%** had **three-member** families.
 - 23% were just family members.
 - 1.5% had roommates.
- **20%** had **four-member** families.
 - 19.5% were just family members.
 - 0.5% had roommates.
- **16.7%** had **5-7 person** families,
 - 9.5% were 5-person families only.
 - 4.1% were 6-person families only.
 - 2.7% were 7-person families only.
 - Collectively 0.5% of 5-7 person families had roommates.

Roommate-Based Households

- **59.4%** have **two** roommates.
- **25.5%** have **three** roommates.
- **8.8%** have **four** roommates.
- **3.6%** have **five** roommates.
- **1.8** have **six** roommates.
- **.8%** have **7** roommates.

2d. How long have you have you worked for your current employer in Flagstaff?

On average, a Flagstaff worker has been employed by their current employer for 6 years. Three-fourths (77.9%) of the workforce have worked for their current employer for more than 2 years, while one-third (32.9%) have worked at their current employers for 10 or more years. Respondents who have been with their current employer less than 6 months account for just 6.9% of the respondents.
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2e. Are you a full-time or part-time employee?

The vast majority (94.2%) of the respondents were full-time employees, and just 5.8% of respondents were part-time workers.

2f. How many minutes do you travel to work each day?

On average, respondents traveled 15.8 minutes from home to work, and this average was close to the median, which was 15 minutes. Just 2.8% traveled 31 minutes or more.

2g. How do you travel to work?

The great majority of respondents (88.3%) used a personal vehicle to get to work. Bicycle was the second most popular choice, but only 3.3% of respondents chose this option.

2h. How long have you lived in Flagstaff?

A majority (59.2%) of respondents have lived in Flagstaff for 10 years or more, with a further 31.6% living here for 2–10 years. Based on mid-points the average length of time lived in the community is 7.8 years.

Please tell us about your housing situation

3a. Do you currently own or rent?

A majority (62%) of respondents in the survey were homeowners, while about one-third (35%) rent, and a small number (3.1%) live with family. Home ownership appears to increase with length of residency, since just 3.7% of respondents who lived in Flagstaff for less than two years owned homes.

3b. How long have you lived in your current residence?

Homeowners have had their homes for 8.9 years on average, and the median length was 7 years.

- About one-fourth (25.2%) have owned their homes for 2 years or less.
- Almost two-fifths (39.2%) have owned their homes between 2 and 10 years.
- One-fourth (26.2%) have owned between 10 and 20 years.
- One-tenth (9.3%) have owned their houses for more than 20 years.

3c. What is your monthly mortgage payment (including taxes and insurance)?

The average mortgage in the FMPO was \$1,541, which is close to the median of \$1,500. The lowest reported mortgages were in the \$300 range, while the largest individual mortgage was \$7,333.

3d. If you rent, what do you rent?

The largest single group of respondents who rented (40.5%) were in apartments, while one-third (37.4%) rent houses. Condos accounted for (11.0%), mobile homes (6.3%), and rooms in a house or apartment (4.9%). The average monthly rentals were as follows: apartments were \$1,110; houses were \$1,298; condos were \$1,225; mobile homes were \$793; and rooms in an apartment/house were \$667.

3e. What is your monthly rent payment?

Overall, the average rent in the FMPO was \$1,148 a month, with a median of \$1,175. The lowest rent was \$350 per month, while the highest rent \$3,100.

3f. Does your rent include any utilities?

A majority of the rentals in Flagstaff (69.9%) did not include utilities, while 30.1% do. Water alone was the most common utility provided with rent, followed by water in combination with sewer, trash, gas and electric.

3g. How long have you lived in your current residence?

The average renter had been in their residence for 3.4 years, with a 2-year median. More than half of all renters (53.9%) have lived less than 2 years in their current residence.

Please tell us about your future housing plans

4a. If you are planning to change residence, please indicate when?

The FMPO is split almost evenly among those who did (49.6%) and did not (49.4%) plan to change their residence. Of those residents that were planning to move, the largest cohort (20.9%) were planning to move within 1 year, followed by 13.1 percent who intended to move within two years. A majority of respondents who intended to move in one year one are planning to rent (69.2%) while 28.2% intended to own.

4b. If you are planning to move to a new residence, do you plan to rent or own?

A majority (68.7%) of respondents in the FMPO intended to own, while the remaining 31.3% planned to rent.

4c. If you plan to move residence in the next few years, what is the price range that is affordable for your family to either rent or own?

The average affordable rent was \$998, with a median affordable rent of \$1,000. The average affordable mortgage was \$1,341, while the median affordable mortgage was \$1,212. Respondents who are now renting but intend to own indicate that their affordable mortgages was \$1,235.

4d. What size residence are you looking for?

The majority of respondents who wanted to relocate (56.8%) would like to move to a residence with 3–4 bedrooms, while 41.1% preferred 3 or fewer bedrooms. A minority (2.0%) would have liked 5 or more bedrooms. The affordable mortgage for new owners by number of bedrooms was as follows: fewer than 3 bedrooms (\$1,141); 3–4 bedrooms (\$1,413); and 5 or more bedrooms (\$1,917).

4e. If you are planning to move to change residence in the future, please tell us why?

Respondents were asked to write in why they would be changing residence in the future. Open-ended responses were coded according to their content revealing five major themes.

1. Changes in home ownership patterns (41.5%).
 - Wanted to own (build or to buy) (17.6%).
 - Current housing was too small (17.3%).
 - Current housing was too big (4.6%).
 - Wanted more privacy, specifically, no roommates (2.0%).
2. Cost of housing (34.7%).
 - Flagstaff housing was too expensive (32.5%).
 - Roommates moving or lease termination (2.3%).
3. Miscellaneous (10.1%).
 - Children moving out, divorce, wanted to move to a different area of Flagstaff (unspecified), bad neighborhood, landlord conflicts, moving into family home elsewhere (4%).
 - Moving out of FMPO for unstated reasons (3.9%).
 - Flagstaff was too crowded (2.2%).
4. Moving because of jobs, school, or retirement (9.0%).
 - Retiring and moving to a different location (5.6%).
 - Moving for job or school opportunities (3.4%).

5. Moving closer to or further from the city (4.7%).
 - Wanted to be closer to work, NAU, or town (3.7%).
 - Wanted to be farther away from town, college students, and NAU, because respondents felt these influences were changing the character of Flagstaff (0.6%).

4f. What is the maximum acceptable commute time to work from your new residence?

Respondents were asked what the maximum acceptable commute time to work would be from their new residence. The average maximum acceptable commute time was 23.6 minutes. Since the current average commute time to work was 15.8 minutes, this means respondents are willing to accept an increase of 7.8 minutes to their commute, on average. The median acceptable time (20 minutes) was also greater than the current median commute time (15.0 minutes). This suggested that respondents were willing to have longer commutes if they can get more affordable housing. Almost three-fourths (72.5%) of respondents who were intending to move anticipated a commute of 16 or minutes or more.

Please tell us your perceptions of housing in Flagstaff

For several of the following questions participants were asked to rank issues on a scale of 1–5, where 1 is “Not at all important,” and 5 is “Extremely important.”

5. Please tell us how important these housing issues are to you?

The importance of owning my own house?

The average rating was 4.3, between “Very important,” and “Extremely important.” Four-fifths (82.7%) of all respondents rated owning their own home as either “Very important” (27.6%) or “Extremely important” (55.1%).

The affordability of home ownership in Flagstaff?

The affordability of Flagstaff was widely considered an issue, and this is borne out by the responses, with a mean score of 4.5. Almost 9 out of every 10 respondents (88.5%) judged the affordability of home ownership to be either “Very important” (25.8%) or “Extremely important” (62.7%) considering it extremely important.

The affordability of rental housing in Flagstaff?

The affordability of rental housing in Flagstaff is seen as somewhat less important than the affordability of home ownership. The importance of rental affordability had a score of 3.9. Two-thirds of all respondents (66.5%) rated the affordability of rental housing as a personal issue, with 22.8% judging it “Very important,” and two-fifths (43.7%) considering it “Extremely important.”

6. What, if any, do you see as barriers to home ownership in the future?

The average home price was seen as the most significant barrier to home ownership, with four-fifths (86.4%) of respondents giving this reason. Additionally, the amount needed for a down payment was seen as barrier by over half of respondents (52.4%), while qualifying for a mortgage was seen as a barrier by about one-fourth of respondents (27.8%). Finally, other barriers (16.4%) and personal reasons (11.6%) were also cited by respondents. The totals for this question do not sum to 100% as respondents could (and did) check more than one response.

Other barriers to home ownership in the future?

Survey respondents were asked to identify other barriers to home ownership. The responses to this question mirrored other open-ended housing questions.

ECoNA Employee Housing Study

1. Lack of affordable housing was number the most common response.
 - a. There were too few available houses for sale (20.7%).
 - b. Houses for sale were too expensive (7.8%).
 - c. Workforce housing is needed (7.6%).

7a. Is affordable housing a concern for you personally?

More than three-fourths (78.6%) of respondents indicated that affordable housing was a concern for them personally, while 21.4% did not feel that affordable housing was a concern for them personally.

7b. How much of a concern is affordable housing?

When asked to rate their level of concern about affordable housing, respondents gave it a score of 4.7. Flagstaff renters were slightly more concerned about housing affordability (4.8 mean score) than were current homeowners (4.6 mean score).

7c. What would help most to address this concern?

While there were 2,080 responses to this question, there were relatively few concrete suggestions as to what could be done to address concerns about affordable housing. The largest block of responses (34.7%) focused on the high cost of living in Flagstaff, especially compared to Phoenix. Exacerbating the high cost of living, 13.8% of respondents mentioned that wages and salaries in Flagstaff are below market norms. Another important theme was rapidly rising home values, and 21.8% of respondents felt the average price of home in Flagstaff was out of reach and those homes that were available were sub-par.

In addition to home ownership, rents were also mentioned as a problem, and some (8%) felt that rent rates were spiraling out of reach (8.0%). About one-tenth (9.4%) of respondents thought rising rents were due to the growing student population at NAU.

8a. Are you contemplating leaving Flagstaff because of concerns about affordable housing?

Slightly more than half (54.6%) of respondents were contemplating leaving. The remaining (45.4%) indicated that they did not intend to leave due to affordable housing concerns. Homeownership appears to be related to this propensity, with homeowners comprising 68% of those who plan to stay, and renters comprising 67.8% of those who plan to leave due to a lack of affordable housing.

8b. If yes, what is the likelihood you would leave Flagstaff?

Respondents who were predisposed to leave rated their likelihood to do so at 4.0.

9a. Are you likely to relocate in the next few years?

Almost half of all respondents (43.6%) indicated that they were likely to relocate in the next few years, while slightly more than one-half (56.4%) indicated that they were not likely to relocate.

9b. If yes, when do you plan to relocate?

Of those who plan to leave Flagstaff, the average length of time, derived from midpoints, was 3. More respondents indicate that they will leave sooner than later.

- 19.7% plan to leave in one year.
- 29.6% plan to leave in two years.
- 20.6% plan to leave in three years.
- 30.5% 4 years or more.
-

9c. If you plan to relocate, to what city and state do you hope to move?

There were 327 respondents who planned to relocate and they were asked where they hoped to move. The information is organized by location, with those areas closest to Flagstaff in Coconino County being considered first, followed by Yavapai and other Arizona counties, and finally other states. The greatest number of respondents (18.3%) indicated that they wanted to move to anywhere that was cheaper than Flagstaff. A small number (6.7%) planned to move within Coconino County, with Winslow as the most popular choice, followed by Williams and Bellemont/Parks. Just 2.1% planned to move to either the Hopi or Navajo reservations. Just over one-tenth (11.3%) of respondents planned to move to Yavapai County. The majority of these did not specify a place within Yavapai County, however Sedona and the Prescott were mentioned, along with the Verde Valley, Cottonwood, and Camp Verde. The largest single cohort (21.7%) of respondents intended to move to Maricopa County, followed by Pima County (8.3%), Mohave County (1.2%), and other Arizona counties (4.9%). The Pacific Northwest (Oregon/Washington/California) was seen as the most desirable location by 11.9% of these respondents, and was followed by Colorado/Utah/New Mexico (5.2%) and other US states (8.3%).

10. Do you have any final comments about housing in Flagstaff?

Finally, respondents were asked if they had any final comments about housing in Flagstaff. There were 1,855 comments of various lengths about the topic of housing in Flagstaff. The open ended responses were categorized into broad themes to provide clarity and then summarized. Consistent with earlier responses, a majority of respondents (81.3%) said that the Flagstaff cost of living relative to income is too expensive.

ECoNA Employee Housing Study

Appendix A – Survey

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Employee Housing Survey

We are participating with the Economic Collaborative of Northern Arizona (ECONA), the WA Franke College of Business (FCB) and other major employers in the region to obtain data and a better understanding of our employees' attitudes, current status, and future plans regarding housing in the region, including Flagstaff and the surrounding region. *The FCB will compile the responses. The surveys are completely confidential and individual responders will never be identified.*

We appreciate your participation in this survey.

1. What is your home zip code?

Please tell us about yourself

2a. How old are you?

- ☐ 18 - 30 years old ☐ 46 - 60 years
☐ 31 - 45 years ☐ 61+ years

2b. What is your monthly household net (take-home pay) income from all sources?

- ☐ \$1,000 - \$2,000 ☐ \$8,001 - \$9,500
☐ \$2,001 - \$3,500 ☐ \$9,501 - \$10,000
☐ \$3,501 - \$5,000 ☐ \$10,001 - \$12,000
☐ \$5,001 - \$6,500 ☐ \$12,001+
☐ \$6,501 - \$8,000

2c. Besides yourself, how many other people live in your household?

- | | Family Members | Roommates |
|-------------------|-----------------------|-----------------------|
| 1 person | <input type="radio"/> | <input type="radio"/> |
| 2 persons | <input type="radio"/> | <input type="radio"/> |
| 3 persons | <input type="radio"/> | <input type="radio"/> |
| 4 persons | <input type="radio"/> | <input type="radio"/> |
| 5 persons | <input type="radio"/> | <input type="radio"/> |
| 6 or more persons | <input type="radio"/> | <input type="radio"/> |

2d. How long have you worked with your current employer in Flagstaff?

- ☐ Less than 6 months
☐ 6 months to 2 years
☐ 2 - 5 years
☐ 6 - 10 years
☐ 10+ years

2e. Are you a full-time or part-time employee? ☐ Part-time

☐ Full-time

2f. How many minutes does it take you to travel to work each day?

minutes

2g. How do you travel to work?

- ☐ Personal vehicle
☐ Car pool
☐ Bus
☐ Bicycle
☐ Walk
☐ Other (please specify)

2864399247

2h. How long have you lived in Flagstaff?

☐ Less than 2 years ☐ 10+ years

☐ 2 - 5 years ☐ I don't live in Flagstaff

☐ 6 - 10 years

Please tell us about your housing situation

3a. Do you currently own or rent? ☐ Own
☐ Rent **(skip to Q# 3d)**
☐ Live with family **(skip to Q# 4a)**

3b. How many years have you owned the home that you live in now?

3c. What is your monthly mortgage payment (including taxes and insurance)?

(skip to Q# 4a)

3d. If you rent, what do you rent?

- ☐ House
- ☐ Condo
- ☐ Apartment
- ☐ Mobile Home
- ☐ Room in a house/apartment

3e. What is your monthly rent payment? \$

3f. Does your rent include any utilities?

☐ No

☐ Yes, if yes what utilities are included?

3g. How long have you lived in your current residence?

--	--

 years

Please tell us about your future housing plans

4a. If you are planning to change residence, indicate when:

☐ 1 year

☐ 2 years

☐ 3 years

☐ 4+ years

☐ I am not leaving **(skip to Q#5)**

4b. If you are planning to move to a new residence, do you plan to rent or own? ☐ Own ☐ Rent

4c. If you plan to move residence in the next few years, what is the price range that is affordable for your family to either rent or own?

Monthly rent \$

Monthly mortgage \$

ECoNA Employee Housing Study

6208399243

- 4d. What size residence will you be looking for?
- ☐ Less than 3 bedrooms
☐ 3 - 4 bedrooms
☐ 5+ bedrooms

- 4e. If you are planning to move to change residence in the future, please tell us why?

- 4f. What is the maximum acceptable commute time to work from your new residence?

minutes

Please tell us your perceptions of housing in Flagstaff

5. Please tell us how important these housing issues are to you?

	Not at all Important	Slightly Important	Moderately Important	Very Important	Extremely Important
The importance of owning my own house	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The afford ability of housing ownership in Flagstaff	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The afford ability of rental housing in Flagstaff	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

6. What, if any, do you see as barriers to home ownership in the future? (check all that apply)

- Personal reasons ☐ Qualifying for a mortgage ☐
Down payment ☐
Average home price ☐ Other (please explain)

- 7a. Is affordable housing a concern for you personally?
- ☐ Yes
☐ No (*skip to Q#8a*)

- 7b. How much of a concern is affordable housing?

	Not a concern	Somewhat less of a concern	Neither	Somewhat of a concern	A great concern
What is your level of concern?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

- 7c. What would help most to address this concern?

ECoNA Employee Housing Study

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- 8a. Are you contemplating leaving Flagstaff because of concerns about affordable housing? ☐ Yes
☐ No (*skip to Q#9a*)

8b. If yes, what is the likelihood you would leave Flagstaff?

	Not at all likely	Somewhat less likely	Neither	Somewhat more likely	Extremely likely
Your likelihood of leaving Flagstaff?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

- 9a. Are you likely to relocate in the next few years? ☐ Yes
☐ No (*skip to Q#10*)

- 9b. If yes, when do you plan to relocate? ☐ 1 year ☐ 4 years
☐ 2 years ☐ 5 years
☐ 3 years

9c. If you plan to relocate, to what city and state do you hope to move?

10. Do you have any final comments about housing in Flagstaff?

Thank you for completing this survey

09

ECoNA Employee Housing Study

Appendix B – Tables

ECoNA Employee Housing Survey 2016 Organizations participating in the survey?

	Count	Column N %
City of Flagstaff	261	4.4%
Coconino Community College	121	2.1%
Coconino County	1451	24.6%
Flagstaff Medical Center	581	9.8%
Flagstaff Unified School District	362	6.1%
Guidance Center	105	1.8%
Little America	19	0.3%
Navajo Nation Gaming Enterprises	110	1.9%
Nestle Purina	248	4.2%
North Country Healthcare	105	1.8%
Northern Arizona University	1411	23.9%
SCA Tissue	81	1.4%
WL Gore	1045	17.7%
Total	5900	100.0%

Overall response rate 46.8 percent

Flagstaff FMPO

	Frequency	Percent	Valid Percent	Cumulative Percent
Valid FMPO Region	5422	100.0	100.0	100.0

ECoNA Employee Housing Study

Survey Questions: ECoNA Employee Housing Survey 2016

2a. How old are you?

	Count	Percent (%)
18 - 30 years old	1006	18.6%
31 - 45 years old	2117	39.1%
46 - 60 years old	1842	34.0%
61+ years old	452	8.3%
Total	5417	100.0%

Average age from mid-points 40.5 years

2b. What is your monthly household net income from all sources?

	Count	Percent (%)
\$1,000 - \$2,000	564	10.5%
\$2,001 - \$3,500	1391	25.9%
\$3,501 - \$5,000	1303	24.2%
\$5,001 - \$6,500	773	14.4%
\$6,501 - \$8,000	423	7.9%
\$8,001 - \$9,500	244	4.5%
\$9,501 - \$10,000	98	1.8%
\$10,001 - \$12,000	137	2.5%
\$12,001+	447	8.3%
Total	5380	100.0%

Average monthly income from mid-points \$5,145

Average annual income from mid-points \$61,750

Median annual income from mid-points \$51,000

ECoNA Employee Housing Study

Average annualized income from mid-points

	Count	Percent (%)
\$18,000	564	10.5%
\$33,000	1391	25.9%
\$51,000	1303	24.2%
\$69,000	773	14.4%
\$87,000	423	7.9%
\$105,000	244	4.5%
\$117,000	98	1.8%
\$132,000	137	2.5%
\$144,010	447	8.3%
Total	5380	100.0%

Average monthly income from mid-points \$5,145

Average annual income from mid-points \$61,750

Median annual income from mid-points \$51,000

2d. How long have you worked for your current employer in the Flagstaff region?

	Count	Percent (%)
Less than 6 months	373	6.9%
6 months - 2 years	823	15.2%
2 - 5 years	1455	26.9%
6 - 10 years	982	18.1%
10+ years	1779	32.9%
Total	5412	100.0%

Average length of employment from mid-points 6 years

2e. Are you a full time or part time employee?

	Count	Percent (%)
Part-time	315	5.8%
Full-time	5086	94.2%
Total	5401	100.0%

ECoNA Employee Housing Study

2f. How many minutes does it take you to travel to work?

	Count	Column N %
5 minutes or less	479	9.2%
5 - 10 minutes	1308	25.1%
11 - 15 minutes	1611	30.9%
16 - 20 minutes	1007	19.3%
21 - 25 minutes	368	7.1%
26 - 30 minutes	288	5.5%
31 or more minutes	148	2.8%
Total	5209	100.0%

Mean = 15.8 minutes

Median = 15.0 minutes

2g. How do you travel to work?

	Count	Column N %
Personal vehicle	5141	88.3%
Bicycle	190	3.3%
Other (please specify)	167	2.9%
Walk	147	2.5%
Car pool	112	1.9%
Bus	66	1.1%
Total	5823	100.0%

ECoNA Employee Housing Study

Other ways you travel to work?

	Frequency	Percent	Valid Percent	Cumulative Percent
Bike	3	.1	2.0	2.0
Bike, Bus	1	.0	.7	2.7
Bike, Drive	10	.2	6.7	9.3
Bike, Drive, Bus	10	.2	6.7	16.0
Bike, Drive, Walk	1	.0	.7	16.7
Bike, Motorcycle	1	.0	.7	17.3
Bus	4	.1	2.7	20.0
Carpool	3	.1	2.0	22.0
Carpool,	1	.0	.7	22.7
Carpool, Bike	1	.0	.7	23.3
Carpool, Bus	3	.1	2.0	25.3
Drive	2	.0	1.3	26.7
Drive, Bike	8	.1	5.3	32.0
Drive, Bike, Bus	10	.2	6.7	38.7
Drive, Bike, Walk	10	.2	6.7	45.3
Drive, Bus	11	.2	7.3	52.7
Drive, Motorbike	2	.0	1.3	54.0
Drive, Walk	9	.2	6.0	60.0
Motorcycle	1	.0	.7	60.7
Rainbow unicorn on a unicycle	1	.0	.7	61.3
Rental car	1	.0	.7	62.0
Telecommute	2	.0	1.3	63.3
Vanpool	1	.0	.7	64.0
Walk	2	.0	1.3	65.3
Walk, Bike	1	.0	.7	66.0
Walk, Bike, Drive	6	.1	4.0	70.0
Walk, Bus	1	.0	.7	70.7
Walk, Cab	1	.0	.7	71.3
Walk, Drive	10	.2	6.7	78.0
Work from home	7	.1	4.7	82.7
Work vehicle	25	.5	16.7	99.3
Work vehicle, Drive	1	.0	.7	100.0
Total	150	2.8	100.0	

ECoNA Employee Housing Study

2h. How long have you lived in Flagstaff?

	Count	Percent (%)
Less than 2 years	493	9.1%
2 - 5 years	894	16.5%
6 - 10 years	817	15.1%
10+ years	3202	59.2%
Total	5406	100.0%

Average length you have lived in Flagstaff = 7.8 years

3a. Do you own or rent?

	Count	Percent (%)
Own	3350	62.0%
Rent	1890	35.0%
Live with family	165	3.1%
Total	5405	100.0%

3b. How long have you lived in your current residence?

	Count	Column N %
Less than a year	196	5.9%
1 to 2 years	643	19.3%
2.1 to 5 years	651	19.5%
5.1 to 10 years	655	19.7%
10.1 to 15 years	554	16.6%
15.1 to 20 years	321	9.6%
20.1 to 25 years	160	4.8%
25+ years	150	4.5%
Total	3330	100.0%

Average length of ownership = 8.9 years

Median length of ownership = 7.0 years

	Mean	Median
3c. What is your monthly mortgage payment (including taxes and insurance)?	\$1,541	\$1,500

ECoNA Employee Housing Study

	Mean	Median	Minimum	Maximum
3c. What is your monthly mortgage payment (including taxes and insurance)?	\$1,541	\$1,500	\$200	\$7,333

3d. If you rent, what do you rent?

	Count	Percent (%)
House	711	37.4%
Condo	209	11.0%
Apartment	769	40.5%
Mobile home	119	6.3%
Room in a house/apartment	93	4.9%
Total	1901	100.0%

What is your monthly rent payment?

	Mean	Median	Minimum	Maximum
3e. What is your monthly rent payment?	\$1,148	\$1,175	\$200	\$3,100

3f. Does your rent include any utilities?

	Count	Percent (%)
No	1320	69.9%
Yes, if yes what utilities are included?	569	30.1%
Total	1889	100.0%

3g. How long have you lived in your current residence?

	Mean	Median
How long have you lived in your current residence?	3.4	2.0

ECoNA Employee Housing Study

3b. How long have you lived in your current residence?

	Count	Column N %
Less than a year	387	20.1%
1 to 2 years	650	33.8%
2.1 to 5 years	566	29.4%
5.1 to 10 years	216	11.2%
10.1 to 15 years	56	2.9%
15.1 to 20 years	32	1.7%
20.1 to 25 years	10	0.5%
25+ years	6	0.3%
Total	1923	100.0%

Average length of rental = 3.4 years

Median length of rental = 2.0 years

4a. If you are planning to change residence tell us when?

	Count	Percent (%)
1 year	1118	20.9%
2 years	702	13.1%
3 years	299	5.6%
4+ years	591	11.0%
I do not plan to move	2645	49.4%
Total	5355	100.0%

4b. If you are planning to move to a new residence, do you plan to rent or own?

	Count	Percent (%)
Own	1866	68.7%
Rent	852	31.3%
Total	2718	100.0%

4c. What is the affordable price range for your families monthly rent?

	Mean	Median	Minimum	Maximum
What is the price range for your monthly rent?	\$998	\$1,000	\$350	\$4,000

4c. What is the affordable price range for your families monthly mortgage?

	Mean	Median	Minimum	Maximum
What is the price range for your monthly mortgage?	\$1,341	\$1,212	\$450	\$4,970

ECoNA Employee Housing Study

4c. What is the affordable price range for your families monthly rent?

	Mean	Median	Minimum	Maximum
What is your monthly rent payment?	\$1,165	\$1,200	\$220	\$3,100
What is the price range for your monthly rent?	\$998	\$1,000	\$300	\$4,000

4c. What is your monthly mortgage payment (including taxes and insurance)?

	Mean	Median	Minimum	Maximum
What is your monthly mortgage payment (including taxes and insurance)?	\$1,507	\$1,400	\$200	\$4,950
What is the price range for your monthly mortgage?	\$1,341	\$1,212	\$200	\$4,970

4d. What size residence are you looking for?

	Count	Percent (%)
Less than 3 bedrooms	1107	41.1%
3 - 4 bedrooms	1530	56.8%
5+ bedrooms	55	2.0%
Total	2692	100.0%

4f. What is the maximum acceptable commute time to work from your new residence?

	Count	Column N %
5 minutes or less	25	1.0%
5 - 10 minutes	155	6.2%
11 - 15 minutes	510	20.3%
16 - 20 minutes	784	31.1%
21 - 25 minutes	162	6.4%
26 - 30 minutes	672	26.7%
31 or more minutes	210	8.3%

Mean = 23.0 minutes

Median = 20.0 minutes

ECoNA Employee Housing Study

	Mean	Median
4f. How many minutes does it take you to travel to work each day?	15.8	15.0
4f. What is the maximum acceptable commute time to work from your new residence?	23.65	20.00

5. Please tell us how important these housing issues are for you?

	Not at all important (1)	Slightly important (2)	Moderately important (3)	Very important (4)	Extremely important (5)	Mean
The importance of owning my own house	2.8%	4.3%	10.2%	27.6%	55.1%	4.3
The affordability of housing ownership in Flagstaff	1.6%	2.3%	7.6%	25.8%	62.7%	4.5
The affordability of rental housing in Flagstaff	8.2%	8.5%	16.9%	22.8%	43.7%	3.9

1 = Not at all important

3 = Moderately Important

5=Extremely Important

6. What, if any, do you see as barriers to home ownership in the future?

	Count	Column N %
Average home price	4303	86.4%
Down payment	2611	52.4%
Qualifying for a mortgage	1384	27.8%
Other barriers	815	16.4%
Personal reasons	577	11.6%

Does not sum to 100% because of multiple responses

7a. Is affordable housing a concern for you personally?

	Count	Percent (%)
Yes	4184	78.6%
No	1141	21.4%
Total	5325	100.0%

ECoNA Employee Housing Study

7b. How much of a concern is affordable housing to you?

	Not a concern (1)	Somewhat less of a concern (2)	Neither (3)	Somewhat of a concern (4)	A great concern (5)	Mean
How much of a concern is affordable housing?	0.0%	0.6%	0.9%	26.4%	72.0%	4.7

1 = Not a concern

3 = Neither

5= A great concern

8a. Are you contemplating leaving Flagstaff because of concerns about affordable housing?

	Count	Percent (%)
Yes	2398	45.4%
No	2885	54.6%
Total	5283	100.0%

		Do you currently own or rent?	
		Own	Rent
		Column N %	Column N %
8a. Are you contemplating leaving Flagstaff because of concerns about affordable housing?	Yes	32.0%	67.8%
	No	68.0%	32.2%

8b. If yes, what is the likelihood you would leave Flagstaff?

	Not at all likely (1)	Somewhat less likely (2)	Neither likely/Nor unlikely (3)	Somewhat more likely (4)	Extremely likely (5)	Mean
If yes, what is the likelihood you would leave Flagstaff?	1.1%	7.0%	14.9%	49.6%	27.4%	4.0

1 = Not at all likely

3 = Neither

5= Extremely likely

ECoNA Employee Housing Study

9a. Are you likely to relocate in the next few years?

	Count	Percent (%)
Yes	2293	43.6%
No	2971	56.4%
Total	5264	100.0%

9b. If yes, when do you plan to relocate?

	Count	Percent (%)
1 year	444	19.7%
2 years	668	29.6%
3 years	456	20.2%
4 years	276	12.2%
5 years	189	8.4%
5+ years	226	10.0%
Total	2259	100.0%

Average length of time before relocation = 3 years

9c. If you plan to relocate, to what city and state do you hope to move?

	Sub Totals	Frequency	Percent (%)
Maricopa County		71	21.7%
Pima County		27	8.3%
Coconino County			
Winslow	10		
Williams	7		
Parks/Bellemont	5	22	6.7%
Yavapai County			
Yavapai/Prescott/Sedona	19		
Verde Valley/Cottonwood/Camp Verde	18	37	11.3%
Hopi/Navajo Reservation		7	2.1%
Mohave County		4	1.2%
Other Arizona		16	4.9%
Pacific Northwest (Oregon/Washington/California)		39	11.9%
Colorado/Utah/New Mexico		17	5.2%
Other States		27	8.3%
Anywhere that is cheaper than Flagstaff		60	18.3%
Total		327	100.0%

APPENDIX II. INTERVIEW LIST

Shannon Anderson	Human Resources Director, City of Flagstaff
Art Babbott	Coconino County Commissioner
Celia Barotz	City Councilor, City of Flagstaff
Josh Copley	City Manager, City of Flagstaff
Justyna Costa	Housing Program Manager, City of Flagstaff
Walter Crutchfield	Developer, Timber Sky
Sarah Darr	Housing Director, City of Flagstaff
Coral Evans	Mayor, City of Flagstaff
Dan Folke	Planning Director, City of Flagstaff
Ron Haase	Vice President of Human Resource, Northern Arizona Health Care
Joanne Keene	Executive Vice President and Chief of Staff, Northern Arizona University
Devonna McLaughlin	CEO, Housing Solutions of Northern Arizona
Mike Naifeh	Developer, Juniper Point
Julie Patrick	President/CEO Flagstaff, Chamber of Commerce
Eva Putzova	City Councilor, City of Flagstaff
Fred Reese	General Manager, Little America Hotel
Janet Regner	Coconino County Community Services
Cynthia Seelhammer	Coconino County Manager
Colleen Smith	President, Coconino Community College
Jami Van Ess	Executive Vice President, Coconino Community College
Diane Verkest	Vice President of Human Resources, Northern Arizona University

APPENDIX III. OVERVIEW OF EMPLOYER ASSISTANCE HOUSING PROGRAM

Types of EAH Assistance

EAH programs can include both rental and homeownership assistance, with rental generally being focused towards lower wage-earning employees or new hires, while homeownership programs typically target moderate-income households. The most successful models integrate assistance for a range of housing options from rental through homeownership. All programs should be paired with appropriate financial counseling and education to ensure that there is a viable pool of qualified buyers to take full advantage of program investments, and that expert assistance is provided throughout the home buying process.

Homeownership Programs

Counseling and Education. Virtually all employee housing programs include some level of homeownership counseling and education, whether they are rental or homeownership based. Some of the most minimal employee housing models simply provide this service to employees with no other direct cash assistance from the employer. This critical program component ensures that participating employees receive proper support for saving a down payment, repairing their credit, increasing overall financial literacy and to establish a basic level of understanding about the home buying process. By participating in a HUD-approved counseling and training program, participating employees also become eligible for other homebuyer assistance available through third party sources. Often employers may offer financial support to local housing counseling providers in exchange for special outreach to employee populations.

Financing Tools. Lowering direct costs for homebuyers is frequently the most effective way to address housing affordability. Assistance can be customized to meet the needs of the particular community, participating employers, and sources of third party funds. One of the most critical steps in designing an effective down payment or closing costs assistance is determining the level of subsidy and the mechanism for securing that assistance. Availability of third party sources often determines the amount of assistance an employer needs to provide. The primary options for this kind of assistance include federal HOME funds, Community Development Block Grant Funds and state or local down payment assistance programs, which often can be combined with foundation, or non-profit resources to increase the total assistance amount.

There are essentially two levels of assistance to consider when designing a program: meeting minimum down payment requirements and reducing the principle amount of the employee's mortgage, often targeting 20% contributions which eliminates mortgage insurance and greatly increases buying power. The amount of assistance is determined first by the size of contribution by the employer and the total number of employees targeted for participation in the program. While this presents the ultimate limiting factor for the scope of the program, there are multiple factors to consider when determining how much assistance is needed to be effective in a given market and also be a significant incentive to employees. Underwriting standards, housing market conditions, availability of third party subsidy, as well as the gap between the income level of participating employees and housing costs are all important aspects of assessment prior to program design.

- **Down Payment and Closing Costs Assistance.** One of the challenges facing potential homeowners are stringent underwriting standards used for mortgage qualification, resulting in requirements for larger down payments and increasing closing costs associated with mandatory mortgage insurance requirements. Providing cash assistance to homebuyers is the most effective way to overcome this primary barrier to home purchase and remains the most common form of employer housing assistance. Likewise, this type of direct cash assistance is a very attractive option to employees, incentivizing them towards homeownership while also serving as a compelling component of a larger benefit package, which can aid recruitment efforts. In many cases, employer contributions can also be combined with other sources of assistance to maximize the investment from the employer and the benefit to the employee.

In markets where the cost of housing is commensurate with average wages, assisting with the minimum down payment or closing costs, or portion thereof, can be an effective tool to assist potential homeowners. This model is desirable because it represents a relatively small investment on the part of the employer and also requires cash investment on the part of program participants. This is likely only an option for people at the higher end of the workforce income spectrum in Flagstaff, those earning between 100-120% AMI. Having some portion of the down payment and closing costs required from the purchaser has been statistically shown to increase the sustainability of homeownership with far fewer foreclosures than in home purchases where the buyer has made no up-front investment in the purchase. Likewise, many mortgage products now require that the buyer provide a portion of the down payment and closing costs, even if there is sufficient third-party assistance to cover the entire required down payment and closing costs.

- **Principle Reduction.** In high cost markets where there is a large gap between wages and housing costs, an employer may elect to contribute a sum greater than the minimum down payment with the goal of reducing the principle amount of the loan, making housing that is otherwise too expensive, attainable. These higher levels of assistance are often secured by some form of financial instrument and require either monthly payments or eventual payback at the time of sale or refinance. In scenarios where this higher level of assistance is contemplated, it is advisable to target the assistance level to reach a minimum 20% down payment, which eliminates the need for Private Mortgage Insurance (PMI) and significantly decreases monthly payment amount while increasing buying power.

Financial Structures for Assistance

Grants. The simplest way to structure assistance is through a one-time payment to qualified employees at the time of purchase with no ongoing financial instrument securing that contribution. This model is most often used when the contribution from the employer is of a modest size that isn't significant enough to justify ongoing administrative burdens associated with securing the assistance through financial mechanisms. This is also attractive to employees in that the benefit is "no strings attached".

Deferred Payment Mortgages. In situations where there are higher levels of subsidy, there are a number of ways to secure the contribution for future recapture and leverage employee retention. Often these higher levels of assistance are secured with a financial instrument such as a lien, which can be formatted in several different ways to meet specific program goals. The simplest mechanism is a soft second mortgage. These mortgages require no monthly payments and occupy a subordinate lien position behind the first mortgage, only requiring payback at time of sale or cash out refinance of the home. This allows for the recapture of funds for a new homebuyer and the steady accumulation of program assets over time.

One option to consider in this scenario is whether to structure the mortgage as perpetual, meaning it is there until the home is sold, or forgivable, meaning the amount owed on the second mortgage would be released at the end of a set term or decrease incrementally on an annual basis until the loan is released. Forgivable loans are an approach that is particularly attractive for employees and can also aid the employer in employee retention efforts by combining loan forgiveness with employment term. Overall, soft second mortgages, both perpetual and forgivable, require relatively little administration, usually only at the time of mortgage subordinations and payoffs.

Low Interest Loans. The primary objective for a loan program is to help a prospective homebuyer assemble a 20% down payment in order to eliminate PMI, thus increasing borrowing capacity or lowering monthly payments. This approach is most compatible with higher income buyers who may not have a down payment saved, or who may have average credit. The major challenge of this type of program is the collection and tracking of monthly payment, which represents a significant administrative burden that is often beyond the capacity of both employers. That is why this type of program is best administered by a strong CDFI or local bank partner.

Individual Development Accounts. Individual Development Accounts (IDA) are assisted savings programs typically targeted for home purchase, educational expenses and business investments. IDA's can be formatted specifically as down payment savings accounts and represent a relatively common model for assisting low and moderate-income homebuyers. In this model, an employee makes a regular contribution to a savings plan, which is matched by the employer (and potentially public sources) either incrementally or at the end of a term. These programs are often combined with financial literacy counseling and education to ensure that the buyer is mortgage ready when their contributions come to maturity. IDA's can be particularly attractive when combined with other sources of funds available from public entities, which can greatly leverage employer investments two or even three times over.

Loan Guarantee. In some models, employers elect to provide a mortgage guarantee for the employee, eliminating the risk for the lender. Additionally, this guarantee would also eliminate the need for the buyer to carry private mortgage insurance, lowering the monthly mortgage payment significantly. Eliminating risk for the lender also may lead to more flexible underwriting for the prospective buyer as well.

Direct Mortgage Provision. Very large employers may also directly provide mortgages for employees electing to create their own underwriting guidelines. This allows the employer to create underwriting standards and interest rates that offer more extensive benefits than mortgages generally available in the open market.

Rental Assistance Programs

Rental assistance programs are particularly important for assisting lower income employees for whom homeownership may not be an immediate and/or realistic option. This type of assistance can be structured as an ongoing stipend, one-time payment tied to relocation or even the provision of housing through master leases or employer developed rental housing.

Stipend Model. This type of program can be formatted in multiple ways to serve the specific needs of employees as well as the capacity of the employer. A common structure is to provide a one-time payment to cover some of the costs of relocating closer to the place of employment. This type of assistance may pay for a security deposit, one month's rent, moving expenses or a combination of the three. As a one-time investment, this is a particularly attractive model for employers and is relatively low cost, requires little administrative capacity and provides ongoing benefits to the employer.

In higher cost areas or when assisting lower wage employees, it may be necessary to create an ongoing rental subsidy that can be formatted as a monthly stipend to help offset the costs of high rent. This assistance is designed to eliminate the gaps between market rent and the housing budget of employees. The negative aspect of this program is that it creates an ongoing financial responsibility for the employer as well as an increased administrative burden over a one-time payment model. When using this model, employers often elect to include both time limits for program participation as well as requiring homebuyer training and education that prepares renters for eventual homeownership.

Employer Provided Rentals. Employers may also elect to create employee rental programs through the direct provision of rental housing. This may include the construction, purchase, or master lease of rental units. This type of program takes significant amounts of resources and requires considerable administrative oversight, but if structured correctly reduces the ongoing need for cash outlay by the employer significantly.

Supply Side Assistance

Supply side assistance generally refers to support from employers for the development of housing. Like direct consumer assistance, there are multiple types of assistance that can be tailored to the capacity of the employer and the specific needs of their employees. These models typically require partnership with a development entity or nonprofit housing provider. There are several ways to structure this type of partnership.

Direct Cash or Land Contributions. One of the most straightforward forms of employer assistance, this model includes the direct provision of developable land or capital for housing development. This assistance is coupled with agreements that detail predetermined levels of affordability and secures a minimum number of units for employees.

Gap Financing. With this form of development assistance, the employer provides credit or capital for the gap between the developers existing equity, capital and borrowing capacity to assist with the realization of a development project. In exchange, the developer agrees to provide housing at a certain price point and include a specific number of units for the employer.

Leveraging Credit. In this model, similar to an individual mortgage loan guarantee, the employer uses its financial resources to guarantee the construction financing for

a developer or directly provide construction financing to a developer in exchange for affordable employee housing. This is particularly important as construction lenders are under considerably more strict underwriting standards that typically now require a pre-sold unit and minimum 20% equity in the project to fund.

Purchase Guarantees. This type of developer agreement is a commitment to purchase a certain number of units in a development. This would be carried out by an employer executing an agreement for a certain number of homes at a specified price point. The homes would then be made available for employee purchase. Through the agreement, the employer assumes the risk if there is no employee available to purchase the home. This will allow for the developer to more easily acquire construction financing as having a home presold is an increasingly common requirement for construction financing underwriting.

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Elizabeth A. Burke, City Clerk
Date: 12/28/2017
Meeting Date: 01/02/2018



TITLE

Discussion: A request by Councilmember Putzova to place on a future agenda declaring the Mayor and Council's opposition to the proposed construction of the border wall along the US/Mexico border in response to President Trump's Executive Order 13767.

RECOMMENDED ACTION:

Council direction.

EXECUTIVE SUMMARY:

On December 19, 2017, Councilmember Putzova requested this item be placed on an agenda under Future Agenda Item Requests (F.A.I.R.) to determine if there was another member of Council interested in placing it on a future agenda. At that time, two members of Council agreed to move the item forward. At the request of Councilmember Putzova, four members approved moving this item to the front of the line for discussion. It has now been placed on this agenda for discussion and possible direction to staff.

INFORMATION:

The attached draft resolution has been supplied by Councilmember Putzova and has not been reviewed by the City's Legal Department.

Attachments: Draft Resolution

DRAFT RESOLUTION 2017-XX**A RESOLUTION OF THE FLAGSTAFF CITY COUNCIL RELATING TO PRESIDENT TRUMP'S EXECUTIVE ORDER 13767: DECLARING MAYOR AND COUNCIL'S OPPOSITION TO THE PROPOSED CONSTRUCTION OF A BORDER WALL ALONG THE U.S. – MEXICO BORDER****RECITALS:**

WHEREAS, immigration has been a part of this country's history since its inception and this country has thrived as a result of the many achievements and contributions of immigrants; and

WHEREAS, it is estimated that there are 325,000 undocumented immigrants living in Arizona and 11.4 million living in the United States total, who serve as economic and entrepreneurial engines for the state and nation; and

WHEREAS, the City of Flagstaff and its Mayor and Council champion the core values of inclusiveness and tolerance, and welcome everyone who seeks to realize their dreams and build their families in the City, regardless of national origin or immigration status; and

WHEREAS, the Trump administration has proposed through Executive Order 13767 to build a wall along the entire U.S.-Mexico border and dramatically increase militarization of the border region; and

WHEREAS, the wall would be a huge financial burden to taxpayers with an estimated cost of at least \$25 billion dollars; and

WHEREAS, the U.S.-Mexico border is now more secure than it has ever been, apprehensions in the border region are at historic lows, and border communities are among the safest in the entire United States; and

WHEREAS, the existing border wall is frequently breached and circumvented, knocked down in floods, requires enormous maintenance costs resulting in hundreds of millions of dollars per year in further financial burden to U.S. taxpayers, and remains the most expensive and least effective means of securing the border according to many security experts; and

WHEREAS, the existing border wall and militarization have created a human rights crisis in the border region that has caused significant social, cultural, and economic harm to border communities and resulted in more than 6,000 migrant deaths in the borderlands, the majority of which have occurred in Arizona; and

WHEREAS, advocating for and supporting actions that lead to the advancement of social and environmental justice for the Indigenous Community is a City Council goal; and

WHEREAS, the Tohono O'Odham Legislative Council, the National Congress of American Indians (NCAI), and the Inter Tribal Association of Arizona have all adopted resolutions opposing the construction of a border wall on tribal lands without the consent of the affected tribes, finding that a continuous, physical wall on the border would divide historic tribal lands and communities, prevent tribal members from making traditional crossings, injure endangered and culturally significant plants, and disturb and destroy tribal archaeological, sacred sites, and human remains; and

WHEREAS, the existing border wall and fencing has caused substantial environmental damage, including catastrophic floods, erosion, degradation of public lands and destruction of critically important wildlife habitat, and threatens to harm more than 100 species in the border region, including dozens of endangered species such as jaguar and ocelot, and these and other environmental harms would be exacerbated by construction of more border wall; and

WHEREAS, more than three dozen laws were waived to facilitate construction of the existing border wall, which precluded review and analysis of impacts to environmental and archaeological resources on the border, including Native American sacred sites, protected public lands, wildlife, endangered species, stream courses, etc.; and

WHEREAS, a border wall is an offensive and damaging symbol of fear and division that will increase tensions with Mexico, one of the United States' largest trading partners and a neighbor with which the community of Flagstaff is linked culturally and economically; and

WHEREAS, the border wall is an affront to the City's core values of inclusiveness and tolerance, and a threat to the economic and cultural vitality of the City; and

WHEREAS, The City of Flagstaff does not wish to be associated with any company that participates in the design, construction, or maintenance of the border wall in any way, and to this end the Mayor and Council intend to require the disclosure by companies of their involvement with the border wall prior to City investment in or procurement of services from those companies; and

WHEREAS, the Mayor and Council of the City of Flagstaff desire to publicly declare its opposition to Executive Order 13767 and the proposed construction of a continuous wall or other physical barrier along the U.S.–Mexico border:

ENACTMENTS:

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF FLAGSTAFF AS FOLLOWS:

THAT the Flagstaff City Council denounce and oppose Executive Order 13767 and all associated actions calling for the construction of a wall or continuous physical barrier along the U.S. – Mexico border.

BE IT FURTHER RESOLVED that the Mayor and Council resolves to the best of its ability to not procure services from any company involved in the design, construction, or maintenance of the border wall.

PASSED AND ADOPTED by the City Council of the City of Flagstaff this XX day of December, 2017.

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: 12/28/2017
Meeting Date: 01/02/2018



TITLE

Future Agenda Item Request (F.A.I.R.): A Citizens' Petition requesting that the Council pass a resolution supporting the impeachment of President Donald Trump.

STAFF RECOMMENDED ACTION:

Council direction.

EXECUTIVE SUMMARY:

In accordance with Art. II, Sect. 17 of the Flagstaff City Charter, any citizen may present a written petition to the City Manager, signed by a minimum of 25 citizens from the City...who shall present it to the Council at its next regular meeting. The attached petition was filed with the City Manager's Office on December 15, 2017, requesting that the Council pass a resolution supporting the impeachment of President Donald Trump.

INFORMATION:

Chapter 1-12 of the Flagstaff City Code formalizes the information to be required, and the attached petition conforms to those requirements. As outlined in this chapter, the petition is to be submitted to the Council under Future Agenda Item Request (F.A.I.R.) to determine if there is Council interest in placing the item on a future agenda for consideration. Failure to give such direction shall constitute "action" for the purposes of this section.

Attachments: Cit. Pet. 2017-06

PETITION TO FLAGSTAFF CITY COUNCIL
Pursuant to Flagstaff City Charter Article II Section 17
and Flagstaff City Code Title I Chapter 12

Pursuant to the Flagstaff City Charter and the City Code, any citizen (resident) of the City may present a written petition to the City Manager, signed by a minimum of 25 citizens from the City of Flagstaff, which shall be presented to the City Council.

Title of Issue:

SUPPORT FOR IMPEACHMENT OF DONALD J. TRUMP

Action Requested:

PASS A RESOLUTION SUPPORTING ARTICLES OF IMPEACHMENT INTRODUCED BY REPS: S. COHEN, L. GUTIÉRREZ, A. GREEN, MARCIA FUDGE, J. YARMUTH, & A. ESPAILLAT

Printed Name of Submitter:

JEFFREY NICKELL

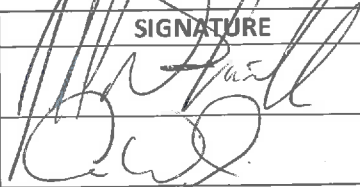
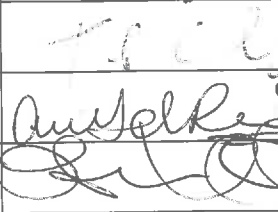
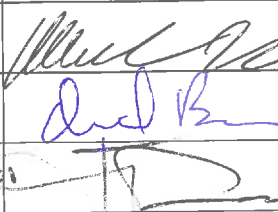
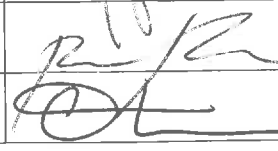
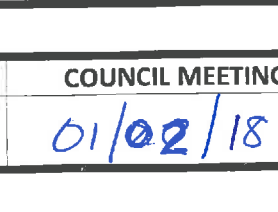

(Submitter must also sign below and complete information)

Contact Information:

901-494-9426 / JNICKELL22@GMAIL.COM

(Phone Number and/or e-mail address)

PETITION SIGNATURES

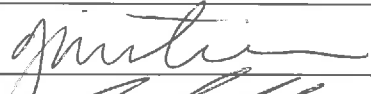


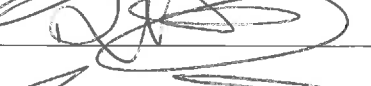
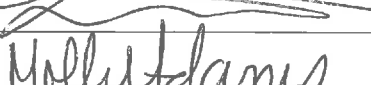
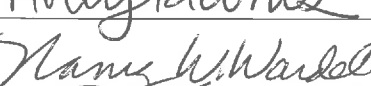



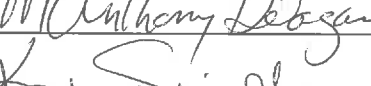

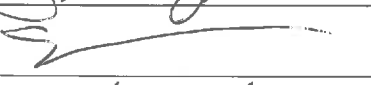

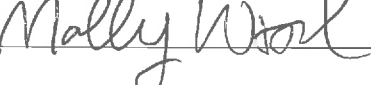








DATE SIGNED	PRINTED NAME	RESIDENCE ADDRESS	SIGNATURE
12/4/17	JEFF NICKELL	820 N. BEAVER ST FLAGSTAFF, AZ 86001	
12/4/17	Andrew Wisniewski	517 W Birch Ave Flagstaff, AZ 86001	
12/4/17	Travis Clark	520 N. BEAVER ST FLAGSTAFF, AZ 86001	
12/5/17	Andrea de Rivera	2605 E. Jeffrey Loop Flagstaff, AZ 86004	
12/5/17	GENIE KUSTER	221 W. OAK AVE. FLAGSTAFF, AZ 86001	
12/5/17	Alexandra Keene	1303 E. Dunrover Ct. Flagstaff, AZ 86004	
12/5/17	Dana Barnett	3120 W. BIRD AVE FLAGSTAFF, AZ 86001	
12/5/17	TOSHUA RAMSEY	314 N. BEAVER FLAGSTAFF, AZ 86001	
12/5/17	Robert Biebel	2547 POLLACK TRAIL FLAGSTAFF, AZ 86005	
12/5/17	CELESTE VACHEK	514 W. CHERRY AVE #1 FLAGSTAFF, AZ 86001	

RECEIVED BY CITY OF FLAGSTAFF

DATE RECEIVED	BY	COUNCIL MEETING DATE
12/15/17	Stacy Sathburg	01/02/18

PETITION TO FLAGSTAFF CITY COUNCIL (Continued)

TITLE OF ISSUE: _____ PAGE _____ OF _____

DATE SIGNED	PRINTED NAME	RESIDENCE ADDRESS	SIGNATURE
12/5	Gracie Timmerman	21400 86001 FLG AZ 220 W Juniper Ave	
12-5	Jack Flaccos	119 S Spring St Flagstaff AZ 86001	
12-5	Benjamin Murders	404 W Santa Fe Ave #113	
12-5	David Hernandez	2850 N Fairview Dr FLAG-STAFF, AZ 86004	
12-5	LINDA KANAGIAN	5965 N. MOCCASIN WAY FLAG, AZ 86004	
12-5	Molly Adams	4684 S. HOUSE ROCK TR. Flagstaff, AZ 86005	
12-5	NANCY WARDILL	402 N. SIFER AVES ST FLAGSTAFF, AZ 86001	
12-5	Jared Stern	824 N. LEROUX, Flagstaff AZ 86001	
12-5	Rylie Backus	855 W. Montvale Ave 86001	
12-5	Phyllis Hogan	107 N. San Francisco	
12-5	MA Deagan	21 Cottage Lane	
12-5	Kat Shipley	2556 S. Rockingham St 36001	
12.5	Patrick Carter	17 E. PHOENIX ST., FLAGSTAFF	
12/5/17	S. H. Hetherington	102 W. ONK Ave. # C	
12-5-17	Antonio Riveras	623 S Fountains St unit A	
12/5/17	Molly Wood	324 N. Agassiz St 86001	
12/8/17	CHENSEA KAVANAGH	310 S. BEAVER ST FLG, AZ 86001	
12/8/17	Nicholas Clark	4205 N Lynch Ave	
12/8/17	Abigail Terry	201 S. Agassiz St Flagstaff AZ	
12/8/17	Andrés Adauto	324 N. Kendrick St 86001	
12/8/17	Red Robinson	3113 E Lockett Rd Flagstaff	
12/8/17	Dane Robinson	3113 Lockett Rd	
12/8/17	ANDREW PAFFRATH	3479 SALT CREEK OVI FLAGSTAFF AZ	

TITLE OF ISSUE: _____ PAGE _____ OF _____

02/2016

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Elizabeth A. Burke, City Clerk
Date: 12/28/2017
Meeting Date: 01/02/2018



TITLE

Future Agenda Item Request (F.A.I.R.): A request by Mayor Evans to place on a future agenda a discussion about facilitating a roundtable discussion with individuals who work in the Grand Canyon to discuss challenges and how the City could be more helpful.

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. Mayor Evans has requested this item be placed on an agenda under Future Agenda Item Requests (F.A.I.R.) to determine if there is another member of Council interested in placing it on a future agenda.

INFORMATION:

Attachments:

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Elizabeth A. Burke, City Clerk
Date: 12/28/2017
Meeting Date: 01/02/2018



TITLE

Future Agenda Item Request (F.A.I.R.): A request by Councilmember Putzova to place on a future agenda a discussion about comprehensively looking across policies, services, law enforcement practices and relationships regarding LGBTQ equality.

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 is another member of Council interested in placing it on a future agenda.

INFORMATION:

Attachments: