

# WORK SESSION AGENDA

CITY COUNCIL WORK SESSION  
TUESDAY  
APRIL 27, 2021

STAFF CONFERENCE ROOM  
SECOND FLOOR - CITY HALL  
211 WEST ASPEN AVENUE  
3:00 P.M.

## ATTENTION

**IN-PERSON AUDIENCES AT CITY COUNCIL MEETINGS HAVE BEEN SUSPENDED UNTIL FURTHER NOTICE**

The meetings will continue to be live streamed on the city's website  
(<https://www.flagstaff.az.gov/1461/Streaming-City-Council-Meetings>)

## PUBLIC COMMENT PROTOCOL

**The process for submitting a public comment has changed and public comments will no longer be read by staff during the Council Meetings.**

All public comments will be taken either telephonically or accepted as a written comment.

**Public comments may be submitted to [publiccomment@flagstaffaz.gov](mailto:publiccomment@flagstaffaz.gov)**

If you wish to address the City Council with a public comment by phone you must submit the following information:

First and Last Name  
Phone Number  
Agenda Item number you wish to speak on

If any of this information is missing, you will not be called. We will attempt to call you only one time. We are unable to provide a time when you may be called.

All comments submitted otherwise will be considered written comments and will be documented into the record as such.

If you wish to email Mayor and Council directly you may do so at [council@flagstaffaz.gov](mailto:council@flagstaffaz.gov).

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## AGENDA

### 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 work session, 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. 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.*

**3. ROLL CALL**

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

MAYOR DEASY  
VICE MAYOR DAGGETT  
COUNCILMEMBER ASLAN  
COUNCILMEMBER MCCARTHY

COUNCILMEMBER SALAS  
COUNCILMEMBER SHIMONI  
COUNCILMEMBER SWEET

**4. Public Participation**

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

**5. Review of Draft Agenda for the May 4, 2021 City Council Meeting**

*Citizens wishing to speak on agenda items not specifically called out by the City Council may submit a speaker card for their items of interest to the recording clerk.*

**6. Proclamation: Municipal Clerk's Week**

**7. Management Services Division Overview**

**8. City Manager Office Division Update**

**9. COVID-19 Update**

**10. Consideration of creating the proposed Neighborhood Community Commercial (NCC) zone with a maximum building height of 45 feet and the recommended process for the City Council to consider initiating applications to rezone certain areas of the Southside, North End, and Sunnyside neighborhoods to the zone if approved**

**11. Requests for Abandonment of Public Right-of-Way on Hoskins Ave. - FUTS and Parking Discussion**

**12. Public Participation**

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

**14. 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 \_\_\_\_\_, 2021.

\_\_\_\_\_  
Stacy Saltzburg, MMC, City Clerk

**CITY OF FLAGSTAFF  
STAFF SUMMARY REPORT**

**To:** The Honorable Mayor and Council  
**From:** Rick Tadder, Management Services Director  
**Co-Submitter:** Brandi Suda-Finance Director, Patrick Brown-Purchasing Director  
**Date:** 04/21/2021  
**Meeting Date:** 04/27/2021



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**TITLE**  
**Management Services Division Overview**

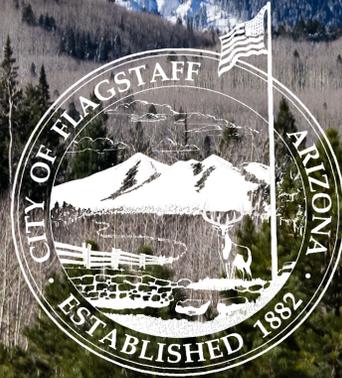
**STAFF RECOMMENDED ACTION:**  
This presentation is for informational purposes only.

**EXECUTIVE SUMMARY:**  
The Management Services Division serves as financial stewards for the entire organization and the citizens of Flagstaff. We do this by providing many services such as financial reporting, budgeting, accounts payable, payroll, procurement, grants, contracts, billing, collections, cashiering, revenue management, meter services, debt management, and investment management. The Division's budget for the fiscal year 2020-21 was \$4,595,843 with staffing of 46.5 full-time equivalent positions.

**INFORMATION:**  
The Management Services Division team will go over each of our programs within our three sections of the division, namely Purchasing, Finance and Revenue. Staff will share information about our division including the organization chart, budget and staffing, what we do, and highlights of our programs.

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**Attachments:** [Management Services Presentation](#)



CITY COUNCIL - DIVISION INTRODUCTION

# Management Services Division

APRIL 27, 2021



# Agenda



- Overview of Division
- Division Budget and Staffing
- Review of Sections





# Management Services



## Mission Statement

The Management Services division is committed to providing timely, accurate, clear and concise information to the City Council, City Manager, City Divisions and the Citizens of Flagstaff. As financial stewards of the City, the Management Services division is dedicated to managing the City's resources in a fiscally conservative manner while maintaining an exemplary level of customer service.



# Management Services Budget



## Budgets and staffing (Personnel focus)

- FY 2020-2021 Total Budget = \$4.6M
- 85% of our Budget is Personnel
  - Administration – 2 FTE's (Full-time equivalent)
  - Purchasing – 10 FTE's
  - Finance – 14.5 FTE's
  - Revenue – 20 FTE's

It takes  
people  
to deliver  
excellent  
service!



# Administrative Section



## What we do...

- Financial Systems Analyst – Martin Collins
- City Treasurer
- Debt Management
- Investment Management
- Oversees financial reporting, budgeting, accounts payable, payroll, procurement, grants, contracts, billing, collections, cashiering, revenue management, meter services



# Purchasing Section



## Mission Statement

The mission of the Purchasing section is to support the goals and objectives of the City by delivering consistent and professional procurement, grants and contract management support to all employees in accordance with all applicable local, state, and federal procurement rules and regulations and to assist in making best-value procurement decisions while maintaining the highest ethical standards.



# Purchasing Section



- Purchasing Director – Patrick Brown
- Purchasing Manager – Matt Luhman 
  - Procurement Specialist – Emily Markel
  - Procurement Specialist – Brian Eilerts
  - Buyer – Liane Garcia
- Grants and Contracts Manager – Stacey Brechler-Knaggs 
  - Grants Specialist – Keith Chamberlain
  - Contract Specialist – Robin Van Rossum
  - Grants and Contracts Specialist – Morgan Mullaney
- Administrative Specialist – Tara Love



# Purchasing Section



## What we do...

- **Oversee all procurements, grants and contracts for the City**
  - **Programs**
    - **Procurement**
      - Manages all procurements conducted at the City
      - Oversees the Purchasing Card (P-Card) program
      - Oversees the disposition of surplus properties
    - **Grants and Contracts**
      - Plans, implements and manages City grant programs
      - Manages and tracks all City contracts
      - Emergency Operations support



# Purchasing Section



TEAM FLAGSTAFF  
WE MAKE THE CITY BETTER

## Procurement Award

- Recipient of the National Procurement Institute (NPI)

## Achievement of Excellence in Procurement

- 10 years running





# Purchasing Section



## Purchasing Thresholds - 101

- Purchases under \$5,000
  - Direct select
- Purchases \$5,000 - \$15,000
  - Three verbal quotes
- Purchases \$15,000 – \$49,999
  - Three written quotes
- Purchases \$50,000 +
  - Formal solicitation process, City Council approval



# Purchasing Section



## Formal Solicitation Types - 101

- Invitation for Bids (IFB)
  - Lowest price is the determining factor
- Request for Qualifications (RFP)
  - Non-specific scope of work/service
  - Evaluation criteria-based selection (Price is not the only factor)
- Request for Statements of Qualifications (RSOQ)
  - Qualifications based only – price is not the determining factor
  - Evaluation criteria-based selection



# Purchasing Section



## Procurement Team – Matt Luhman



- Procurement team handles purchases for all Divisions
- Buyers work collaboratively with end users
  - Establish appropriate solicitation type
  - Developing scopes of work/service & evaluation criteria
  - Developing appropriate contract for the purchase
- Manage Vendors
- Administer Purchasing Card (P-Card) program
- Administer City auctions
- Administer cell phone program



# Purchasing Section



## Grants & Contracts Team – Stacey Brechler-Knaggs



### Grants Team

- **We Love Grants!** – We seek opportunities to obtain the funding we need to reach our goals and measurably impact the community we serve.
- **The POWER of Grants** – FY 2020 grant revenue received \$13.2M, completed several grant funded projects such as CARES Act Grants, Airport ARFF Vehicle and Snow Removal Equipment, Fire and Police grants, and more....
- **Writing and Managing to Win** – Budgeted grant revenue in FY21, \$31.6M and are currently managing 120 active grants.
- **Let the Grant Professional Help You** – We are here to assist through the lifecycle of the grant process through program development, pre-award, award, post award, and closeout



# Purchasing Section



## Grants & Contracts Team – Stacey Brechler-Knaggs



### Grants Team – Emergency Management

- Directly involved with preparing, responding, recovery and mitigation of local emergencies
- 5 declared emergency events (since 2018) – Flooding, Fire, Winter Storm, Pandemic and Protests
- Assists in performing damage site assessments, tracking project progress and financial costing during and after events
- Drafted Intergovernmental Agreement (IGA) for “Emergency Management Mutual Aid”
- Received FEMA Advanced Incident Management Training



# Purchasing Section



## Grants & Contracts Team – Stacey Brechler-Knaggs



### Contracts Team

- **Let the Contract Professional Help You** – We are here to assist through the through the lifecycle of the contract process.
- **Until the Contract is signed, nothing is real** – Contract indexing, processing, and record retention. In FY20, reviewed and routed over 400 agreements.
- **Mitigating Risk** – Monitor and oversee city-wide contracts to assist in managing obligations in an effective manner and assure the contract is in effect.
- **Coming to you soon**
  - Quarterly Status Report of all City-Wide Agreements.
  - Researching Contract management database programs for efficiency, document filing, etc.



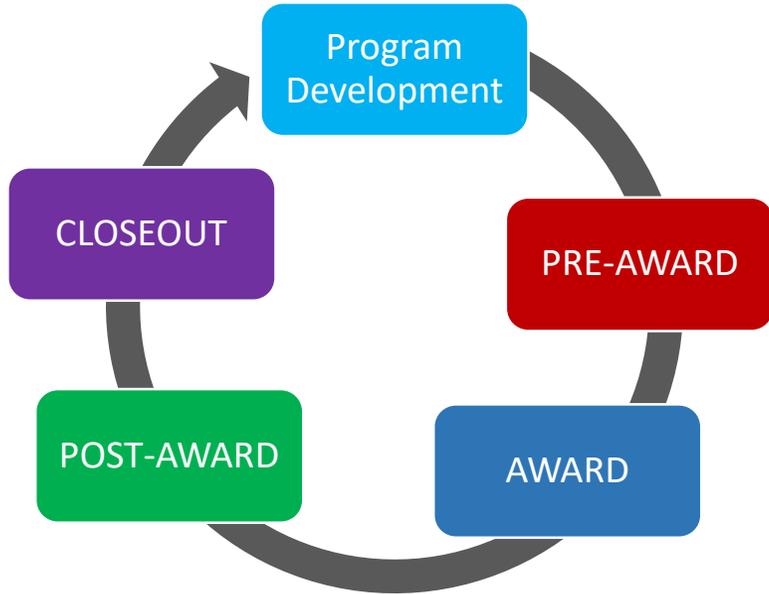
# Purchasing Section



## Grants & Contracts Team – Stacey Brechler-Knaggs



### Grants



### Emergency Management



### Contracts



Life Cycle of Grants, Emergency Management and Contracts

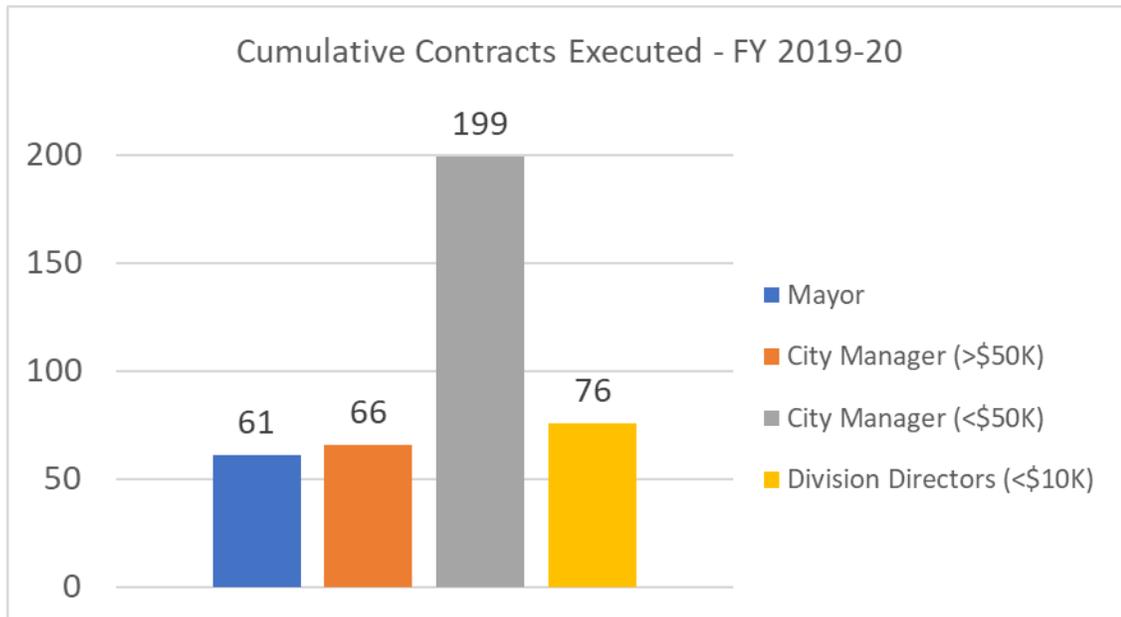
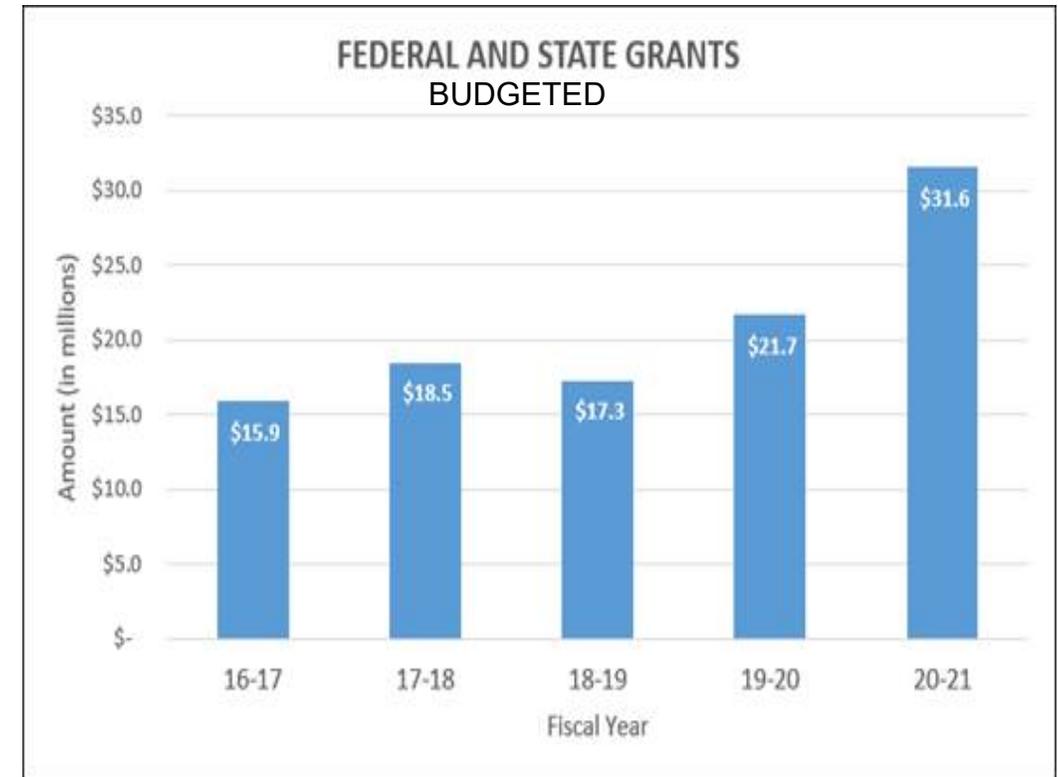


# Purchasing Section



## A Few Purchasing Section Stats

| Type                   | Fiscal Year 2019-21 | Fiscal Year 2020-21<br>Year-to-date |
|------------------------|---------------------|-------------------------------------|
| Solicitations-Informal | 132                 | 101                                 |
| Solicitations-Formal   | 56                  | 67                                  |
| Total                  | 188                 | 168                                 |





# Finance Section



## Mission Statement

The mission of the Finance section is to ethically provide oversight, fiscal management and customer service through accountability and transparency.



# Finance Section



- Finance Director – *Brandi Suda*

- Assistant Finance Director– *Heidi Derryberry*



- Assistant Finance Manager – *Dan Hellman*

- Accountants – *Glorice Thousand, Abby Cislo, Tom Johnson, Stephen Shill*

- Finance Specialist – *Lorraine Martinez-Buell*

- Finance Clerk – *Dolores Ramirez*



# Finance Section



- Payroll Manager– *Dawn Nielsen (Acting)*
  - Payroll Coordinator– *Dawn Nielsen*
  - Payroll Specialist – *Ashley Baca*
  - Finance Clerk– *Diane Kiefer*
- Accounts Specialist– *Carol Ann McCoy*
  - Part-time Finance Specialist – *Jason Mackey*



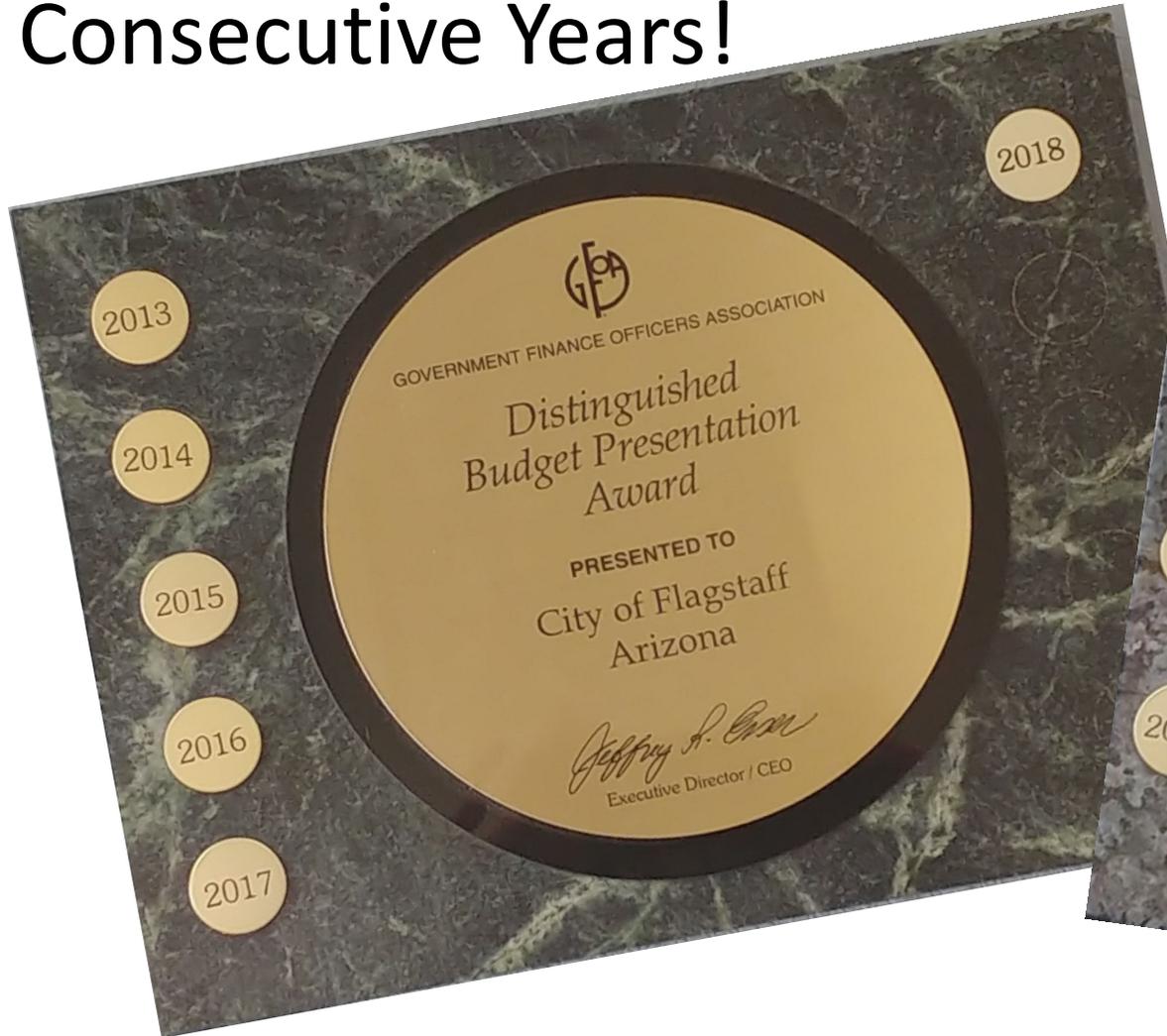


# Finance Section



## Finance Awards

- 26 Consecutive Years!





# Finance Section



## What we do...

- Accounting
  - Prepare the annual city budget
  - Annual audited financial statements
  - General ledger maintenance and reconciliation
  - Prepares all grant reimbursements
- Payroll
  - Currently process approximately 800 employee paychecks biweekly
- Accounts Payable
  - Processed \$143.6 million and 8,681 payments in FY 2019-2020

*It's all about  
the numbers!*



# Finance Section



## Accomplishment/Highlights

- Strong financial management helps maintain our outstanding bond ratings
- Implemented changes to employee leaves due to pandemic
- Implemented 14-day Fire work cycle to match biweekly pay period
- Processed over \$13.3M in grant financial reimbursements in FY 2019-2020
- Currently implementing an automated time entry system
- Future implementation of new HR/Payroll system



# Revenue Section



## Mission Statement

The mission of the Revenue section is to ensure the City is accurately billing and collecting City revenues and to ensure that customers and the City are complying with all applicable local, state and federal rules and regulations.



# Revenue Section



- Revenue Director – *Rick Tadder (overseeing)*
- Billing and Collections Manager – *Sharon Gonzales*
  - Billing Specialist – *Kim Burns*
  - Billing Specialist – *Sabrina James*
  - Collections Specialist – *Jeny Lyn*





# Revenue Section



- Revenue Director – *Rick Tadder (Overseeing)*
- Customer Service Manager – *Jessica Huleatt*
  - Customer Service Supervisor – *Danielle Tiedeman*
    - Administrative Specialists –  
*Nanci Thomas, Rachel Johnson, Celeste Coupe  
Krista Devlin, and Rhiannon Thomas*
  - Meter Tech Supervisor – *Matthew Scheide*
    - Meter Tech 2 – *Scott Klotz and Manny Sierra*
    - Meter Tech – *Bill Kaitlin and Wildine Rodriguez*



Vacancies-Revenue Director, Finance Specialist, Licensing Specialist, Revenue Analyst/Auditor



# Revenue Section



## Revenue Section Awards

- 2015 and 2020 City Manager Awards





# Revenue Section



## What we do...

- Investment Management
- Revenue Management
- Billing for Municipal Services
  - Water, Wastewater, Reclaim Water, Trash, Recycling, Stormwater, Water Resource and Infrastructure
- Central Billing for all accounts receivable
  - Leases, hangars, rental cars, etc.
- Collections on all accounts



# Revenue Section



## What we do...

- Centralized Cashiering
- Customer Care
- City Switchboard
- Business Licensing and Short-Term Rental Registration
- Meter Services
  - Reading of meters monthly, troubleshooting, connection and disconnections, water load out stations



# Revenue Section



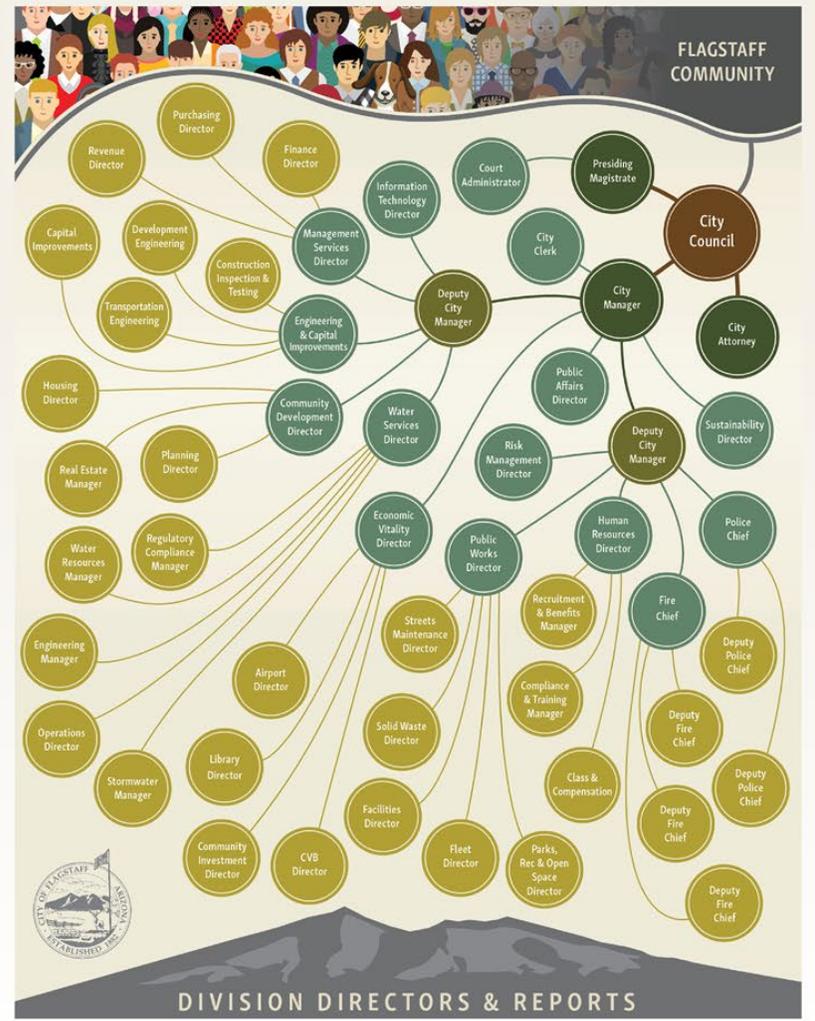
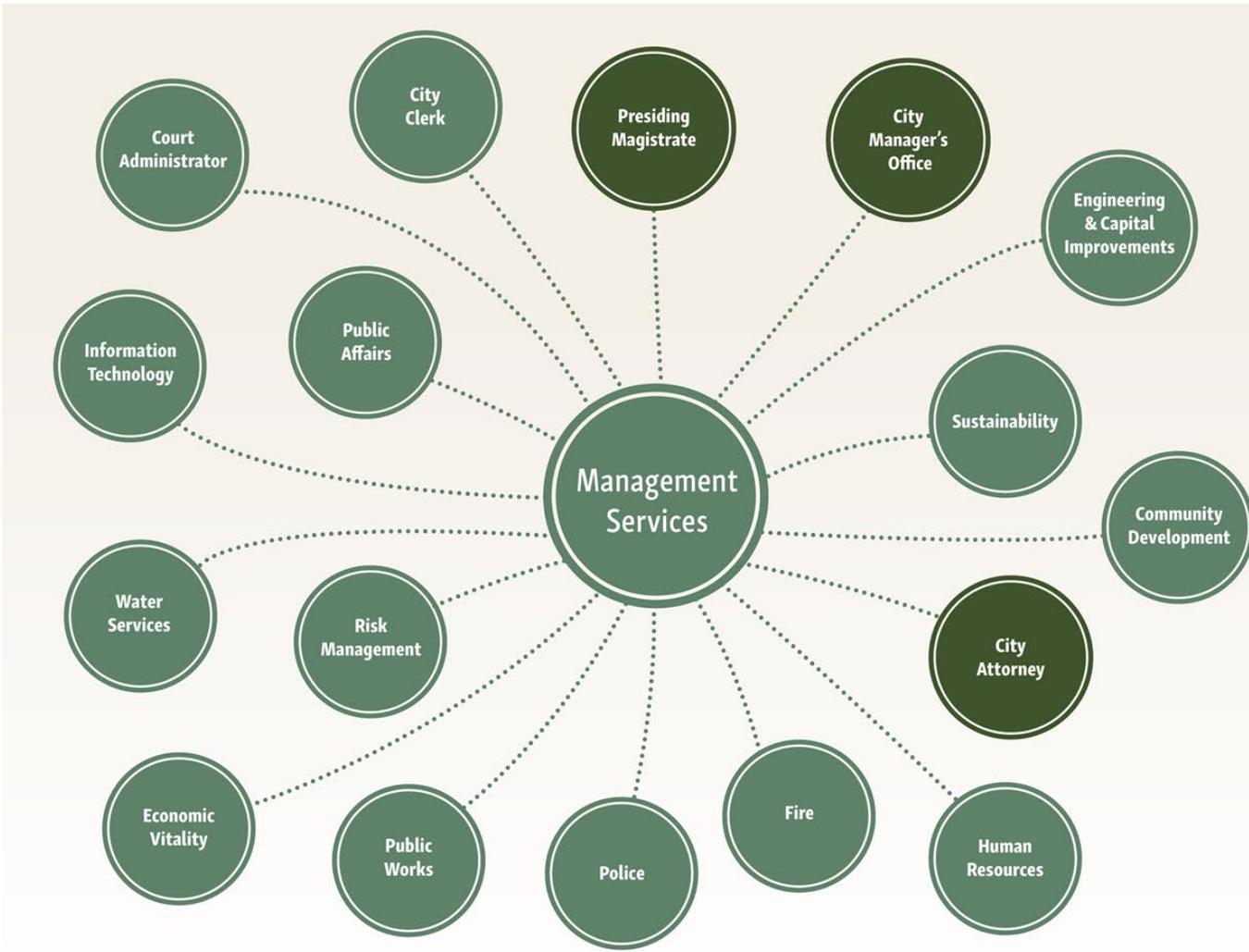
## Accomplishment/Highlights

- Successfully moved all services to remote
- Managed 26,000+ inbound calls, 11 second hold time
- Implemented new meter reading software
- Processed 2,117-meter replacements last fiscal year
- Moved pre-ADOR sales tax accounts to accounts receivable resulting in \$41,000+ collections
- 40% of Municipal Bills are e-statements
- Implementing new water loadout station software



# Management Services Division

## We are here to help all operations





# Management Services Division



## Thank you

### *Contact Information:*

- *Rick Tadder, [rtadder@flagstaffaz.gov](mailto:rtadder@flagstaffaz.gov), 928-213-2205*
- *Brandi Suda, [bsuda@flagstaffaz.gov](mailto:bsuda@flagstaffaz.gov), 928-213-2217*
- *Patrick Brown, [pbrown@flagstaffaz.gov](mailto:pbrown@flagstaffaz.gov), 928-213-2277*

**CITY OF FLAGSTAFF  
STAFF SUMMARY REPORT**

**To:** The Honorable Mayor and Council  
**From:** Shannon Anderson, Deputy City Manager  
**Date:** 04/21/2021  
**Meeting Date:** 04/27/2021



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**TITLE**

**City Manager Office Division Update**

**STAFF RECOMMENDED ACTION:**

This presentation is for informational purposes only.

**EXECUTIVE SUMMARY:**

The City Manager's Office is responsible for day-to-day administrative operations of the city based on Council's recommendations.

**INFORMATION:**

The division update from the City Manager Office will include an overview of the organizational structure, updates from each section (i.e. City Clerk, Public Affairs, Risk Management and Sustainability) and a review of other efforts. Each section will provide staff introductions, budget allocations, information about their work program and what's to come.

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**Attachments:** [Presentation](#)



CITY COUNCIL - DIVISION INTRODUCTION

# City Manager's Office

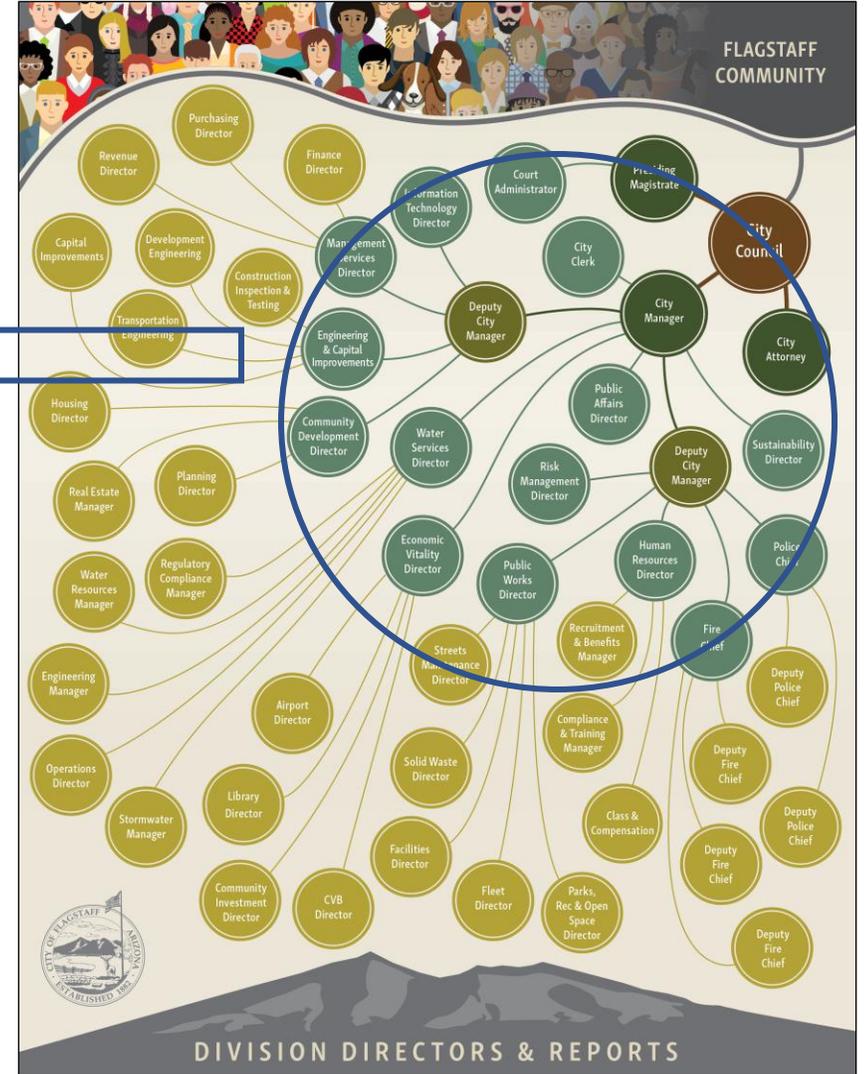
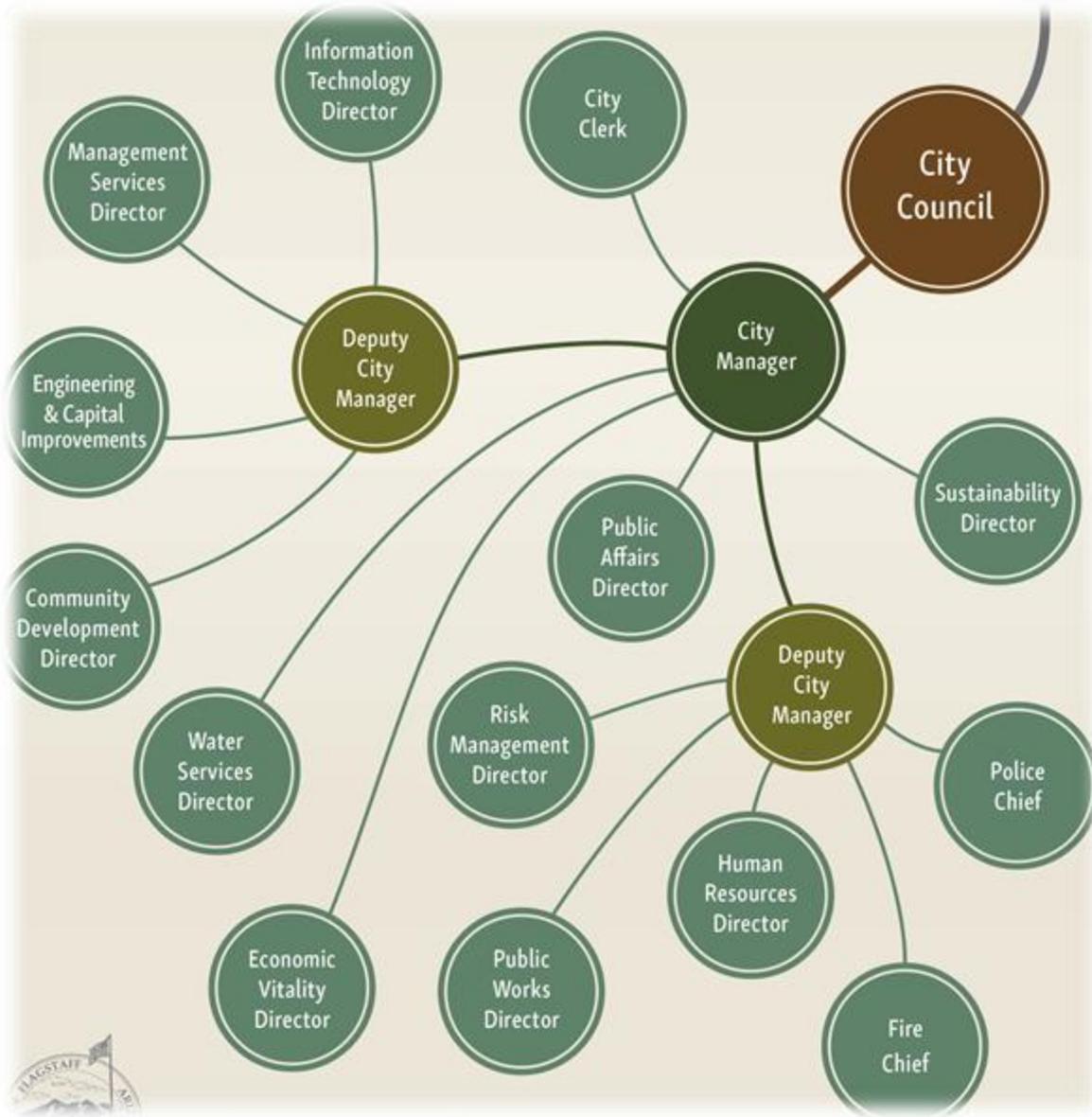
APRIL 27, 2021



- Overview of Division – Organizational Chart
- Section Overviews
- Other CMO Efforts



# Organizational Chart

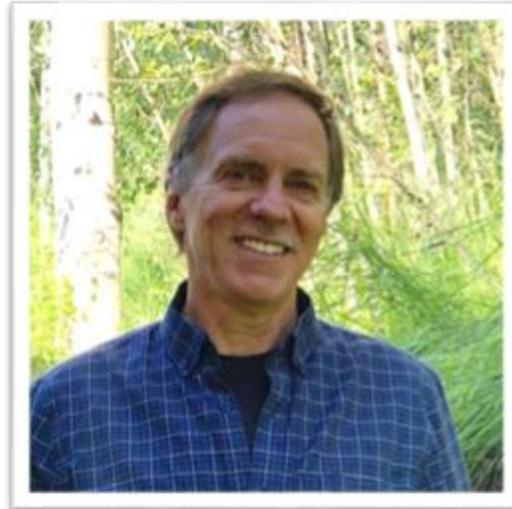




# City Management



Shane Dille  
Deputy City Manager



Greg Clifton  
City Manager



Shannon Anderson  
Deputy City Manager



# City Management

- Budget Allocation

|                        |                  |
|------------------------|------------------|
|                        |                  |
| 3 FTE's (DCM, DCM, CM) | \$713,008        |
| Operating Budget       | \$43,977         |
| <b>Total</b>           | <b>\$756,985</b> |



# CMO Duties

- Oversight of Divisions and Sections
- General Administrative Duties of the City
- Involved with Budget Formulation and Implementation
- Organizational Structure
- Assist City Council and Prepare for Council Meetings
- Public Outreach
- Work Closely with City Attorney
- Represent City Organization
- Intergovernmental Relations



# Misc CMO Areas of Focus

- Parking (airport, DCC, downtown parking)
- EUROW & Re-Entry Teams
- Involvement with DBA, United Way
- Rio de Flag Project
- Elevation of involvement with Indigenous Community
- Repurposing of decommissioned City facilities
- Long-term leases (Murdoch, Theatrikos)
- Public engagement process for Old Public Works Yard property
- Airport status as self-sustaining enterprise fund
- Organizational Efficiencies & Technologies
- Employee Relations, Morale, and Compensation



# Management Philosophies

- Flatten Vertical Hierarchy in Organization
- More Horizontal Inclusion
  - Increased Number of Divisions
  - Empowerment of Employees
  - Engagement at all levels
- Growth and Advancement
- Collaboration
- Team Structure
- Meaningful Meetings



# City Clerk – Staff Introductions

Larysa Feyti

City Records Coordinator



Stacy Saltzburg

City Clerk



Stacy Fobar

Deputy City Clerk





# City Clerk



## Budget Allocation

|                  |                  |
|------------------|------------------|
|                  |                  |
| 3 FTE's          | \$281,081        |
| Operating Budget | \$64,045         |
| <b>Total</b>     | <b>\$344,986</b> |



# City Clerk Work Program

|                         |                         |                          |
|-------------------------|-------------------------|--------------------------|
| Council Meeting Agendas | Boards and Commissions  | Records Storage Center   |
| Open Meeting Law        | Liquor Licenses         | Archiving & Preservation |
| City Elections          | Domestic Partnerships   | Retention Schedules      |
| City Code               | Council Meeting Minutes | Records Management       |
| City Charter            |                         | Public Records Requests  |

And all of the other things that come up along the way!



# City Clerk – What's to Come?

- New City Clerk Specialist position in FY 21-22
- Implementation of online candidate signature portal
- Conversion of document management system to OnBase
- Charter Review Committee
- Investigating new records management software



# Public Affairs Team



**Jessica Drum, Public Affairs Director**



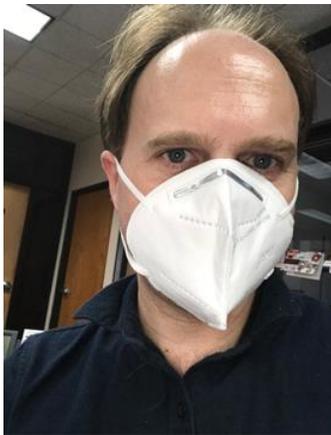
**Rose Toehe, Coordinator for Indigenous Initiatives**



**Valeria Chase, NAU Neighborhood Liaison**



**Shawn Johnson, Chief of Staff**



**Jason Cook, Executive Assistant**



**Sarah Langley, Management Analyst**



**Chris Rhode, Management Analyst. Start Date: May 17**



# Public Affairs

- Assists all city programs with outreach and supports public engagement
- Interfaces with the media on behalf of the city and oversees city social media
- Liaise with targeted audiences such as university students and our Indigenous population (among others)
- Support those activities that do not neatly fall under other city programs.

|                  |                  |
|------------------|------------------|
|                  |                  |
| 6.5 FTE's        | \$521,668        |
| Operating Budget | \$55,990         |
| <b>Total</b>     | <b>\$577,658</b> |



# Elected Official Support

- Directly work with the public to address concerns and complaints and provide feedback to the Mayor and Council
- Manage Mayor and Councilmember schedules, coordinate meetings and plan travel
- Conduct research on Council directed topics and draft correspondence





# Office of Labor Standards

- The Office of Labor Standards is tasked with administrating and ensuring compliance with the minimum wage law. This includes:
  - Investigating complaints and violations
  - Providing educational, technical, and awareness services
  - Engaging in community and business partnerships
- Accomplishments
  - 27 complaints successfully resolved, some with multiple employees involved
  - 60-day average case closure time

— THIS POSTER MUST BE CONSPICUOUSLY POSTED IN A PLACE THAT IS ACCESSIBLE TO ALL EMPLOYEES —

CITY OF FLAGSTAFF'S  
**MINIMUM WAGE LAW**

**MINIMUM WAGE**  
**\$15.00 PER HOUR**  
FLAGSTAFF MUNICIPAL CODE – CHAPTER 15-01

**WHEN:**  
January 1, 2021 – December 31, 2021

**WHO IS COVERED:**

1. An individual that worked or is expected to work 25 hours or more in the city limits of Flagstaff, AZ in any given calendar year for an employer and;
2. is or was employed by an employer regardless of the employer's location or the individual's immigration status.

**TIPPED EMPLOYEES:**  
For an employee who customarily and regularly receives more than \$30 a month in tips or gratuities, an employer may pay tipped employees a maximum of up to \$3.00 per hour less than the City of Flagstaff's hourly minimum wage. Employers electing to choose a tip credit must inform the employee in writing of the tip credit provisions prior to exercising the tip credit and must be able show when adding tips received and retained to wages paid, the employee received no less than the hourly minimum wage for all hours worked for each workweek. Other conditions must be met.

**EMPLOYEE RIGHTS:**

- To be paid or to earn no less than the hourly minimum wage.
- To be paid all wages earned for all hours worked (i.e. promised/agree upon rate, overtime, tips and gratuities, etc.).
- To be provided written notice of the hourly minimum wage, rights and law provisions.

**COMPLIANCE:**  
Any person or organization may file an administrative complaint through the City of Flagstaff's Office of Labor Standards ("Office") alleging that an employer has violated this law. A civil action maybe filed or an employee may choose to file their own civil action against their employer for violations. Violations of the city's Minimum Wage Law may result in penalties and fines.

**RETALIATION PROHIBITED:**  
No employer or other person shall discharge or take any other adverse action against any employee or person in retaliation for:

- Asserting any claim or exercising any right under the Minimum Wage Law;
- Assisting any other person in filing a complaint or assisting in an investigation; or
- Informing any person about their rights.

For additional information, you may refer to the city's website at [WWW.FLAGSTAFFAZ.GOV/MINWAGE](http://WWW.FLAGSTAFFAZ.GOV/MINWAGE)

Or contact the Office of Labor Standards at  
211 W. Aspen Avenue, Flagstaff, AZ, 86001-5359 or (928) 213-2071

Form LS-001 Revised 10-27-20



# Intergovernmental Affairs



## Federal Lobbying

- Directly communicating with members of Congress to highlight the city's needs
- Securing federal appropriations and grants
- Member of the National League of Cities

## State Lobbying

- Advocating for bills that further the city's priorities and benefit our residents
- Lobbying the Governor's Office and the Arizona Corporation Commission
- Member of the League of Arizona Cities and Towns
- Subscription to Legislation On Line Arizona (LOLA) enables staff to stay informed on bill developments





# Communications



- Interfaces with the media on behalf of the city
- Management of city website
- Development and oversight of city-wide communication strategies
- Social media oversight and guidance



# Videography and social media

## Videography

- Inclusion of videography services in the FY2022 budget.
- Regular video updates on city projects and City Council initiatives and efforts.

## Social Media

- Community Engagement Specialist position will enhance and improve the city's social media outreach efforts.
- The Specialist will continue to refine the city's website.





# NAU Neighborhood Liaison



- The Liaison works with both Northern Arizona University and the city of Flagstaff to foster positive relationships between long-term residents and students within the communities that surround campus.
- The program includes coordination of the Community Welcome, Off-Campus Living Course and Donate Don't Ditch, among others.



# Indigenous Initiatives

## Highlights

- Coordinator for Indigenous Initiatives hired February 2020
- Coordinator Workplan presented to City Council May 2020
- Internal work with City department teams
- External work with Community Partners





# Indigenous Commission

- Formation of Indigenous Commission to advise City Council on Indigenous related initiatives, December 2020
- Completed three meetings
  - Received presentations work plan
  - Received presentation from Climate Action
  - Next meeting, requested information on population trends for Flagstaff and surrounding areas

**INDIGENOUS COMMISSION**

The City of Flagstaff is forming a new Indigenous Commission that will serve as an advisory board to City Council. On October 10, 2017, the Flagstaff City Council made a commitment to the Indigenous citizens and communities to address the recommendations received from six city-wide Indigenous forums in collaboration with Indigenous Circle of Flagstaff. The City Council further made a commitment to realize the creation of an Indigenous Commission to help advise City Council on carrying out the recommendations. The Indigenous Commission will serve as a communication bridge to Indigenous citizenry/population through the office of Coordinator for Indigenous Initiatives to City Council.

**The City is accepting applications now.** The commission shall have seven (7) voting members who are Indigenous Flagstaff City residents and three (3) Indigenous non-voting/ex-officio members from the Coconino County Indigenous Peoples Advisory Council leveraged through an MOU. Resident applicants must be residents of Flagstaff at the time of their appointment and for the full duration of their term. All meetings will be open to the public and held in Council Chambers located in City Hall or held remotely for any Health Emergency Orders. The meeting schedule will be determined soon.

Apply here: <https://www.flagstaff.az.gov/forms.aspx?FID=166>



# Risk Management

Director of Risk Management  
Dean Coughenour  
"Coke An Hour"

**2 F T E's**

**Operational budget \$250,000**

**SIT budget \$5.1 million**

**Insurance budget \$1.8 million**





# Risk Management



## Risk Management By the Numbers 450 per year

- 120 Employee injury, near miss or first aid
- 35 Employee injuries seeing MD more than once
- 150 Vehicle/equipment related incidents
- 180 other types of incidents / property, liability etc.



# Risk Management

## Risk Management Specialist Becky Penado

- **Notice of Claims ( 50 per year )**
- **Subrogation ( 35 per year )**
- **Restitution ( 20 per year )**





# Risk Management

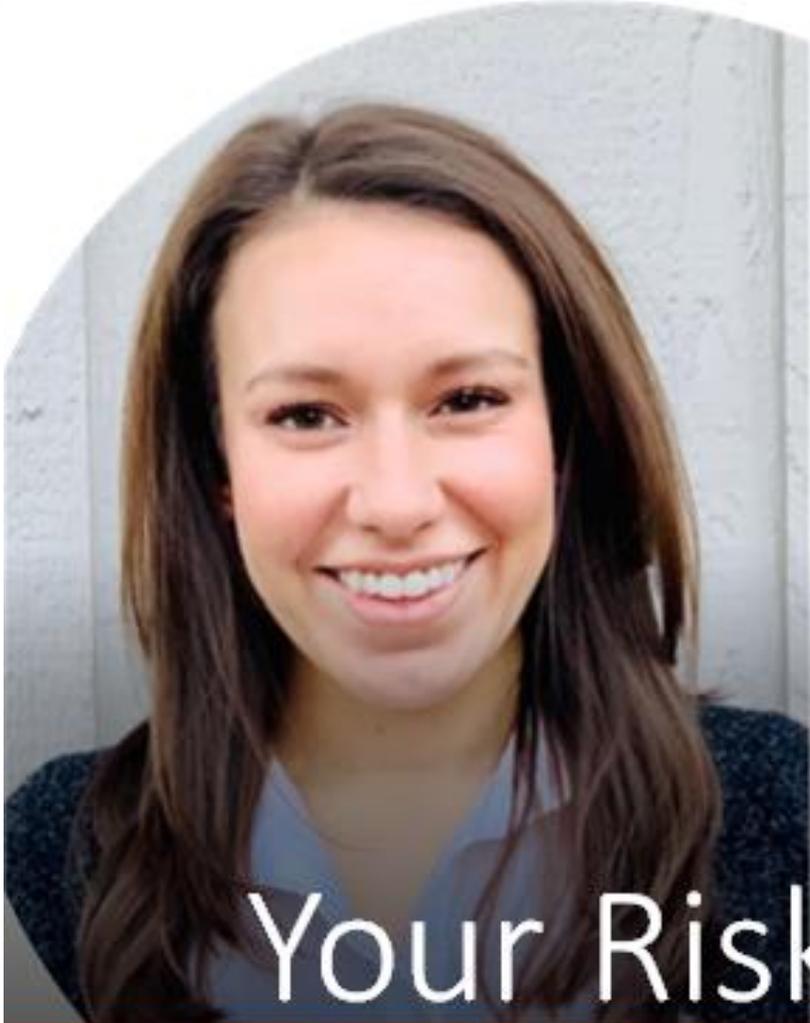


## Areas of Focus

- Risk Reduction
- Risk Transfer/ contract indemnity and additional insured
- General liability, property and auto claims
- Litigation avoidance / early intervention
- Workers' Compensation claims
- Innovative training programs designed to reduce frequency and severity of adverse losses
- Compliance training



# Risk Management



Your Risk Consultants





# Sustainability



## The Sustainability Team



- Ramon Alatorre, Climate and Energy Coordinator
- Nicole Antonopoulos, Sustainability Director
- Jillian Goulet, Climate Engagement Coordinator
- Dylan Lenzen, Community Sustainability Specialist
- Marissa Malloy, Administrative/Community Stewards Assistant
- Jenny Niemann, Climate and Energy Specialist
- Emily Shafer, Materials Management Coordinator
- Maggie Twomey, Volunteer and Event Coordinator
- Summer White, Sustainable Food Systems AmeriCorps Vista



# Sustainability - Budget

The Sustainability Section catalyzes community and individual actions that promote economic, environmental, and social sustainability through leadership, education, and engagement.

| Program   | FY 21/22 Base Budget |
|---|----------------------|
| Climate   | \$32,372             |
| Community Stewards                                      | \$12,509             |
| Energy  | \$20,000             |
| Food Systems  | \$13,500             |
| General/Neighborhood<br>Grants/Events/Building Expenses | \$54,800             |
| Materials Management                                    | \$60,046             |
| <i>Sub-total for Operating Budget</i>                   | <i>\$193,227</i>     |
| Staffing  | \$460,176            |
| <b>Total</b>  | <b>\$653,403</b>     |



# Sustainability - Climate

The Climate Program's mission is to reduce City and community greenhouse gas emissions and prepare for a changing climate by fostering climate impact reductions and resiliency through policy, education, and programming.

## Developing the Carbon Neutrality Plan

- Collaboration with partners and experts across fields
- Engagement and outreach of 2000+ residents
- Internal staff coordination

## Moving the conversation forward

- Climate Ambassadors – training 50 residents per year
- Integrating conversations around housing, transportation, and consumption systems





# Sustainability – Community Events

Community Events are intended to provide the Flagstaff community with educational and engagement opportunities focused on sustainability principles.

Hosted 70% of our non-pandemic events virtually or within safety guidelines:

- Fix It Clinics
- Make A Difference Day
- Drop Off Day
- Dump the Drugs & Shred-a-thon
- Home Energy Efficiency Workshops (6)
- Lights Out Flagstaff





# Sustainability – Community Stewards



The Community Stewards Program’s mission is to engage residents to become active stewards of the community.

- Supports over 200 groups and individuals who have adopted Avenues or sections of FUTS trails
- Supports groups and individuals interested in one time clean up events
- Hosts Winter Snow Play Clean Up events to clean up sled debris and other winter recreation litter
- Since January 1, 2021

| Number of Volunteers | Total Service Hours | Bags of Litter Collected |
|----------------------|---------------------|--------------------------|
| 406                  | 864                 | 403                      |



# Sustainability - Energy



The Energy Program's mission is to promote resource conservation, energy efficiency and renewable sources.

- Secured funding through the APS Take Charge Program for 18 electric vehicle charging stalls
- Secured funding through APS Solar Communities Program for a 125-kW solar structure that will save the City nearly \$5,000 per year
- Oversee the residential Energy Rebate Program, distributing \$242,000 in rebates to since 2013
- Spearheaded the installation and track the performance of 8 solar energy installations
- Optimize the delivery of renewable hydro power from the Hoover Dam, which has saved the City \$53,000 over 3 years

## Introducing The Home Energy Efficiency 101 Online Course



Complete the free workshop and earn a kit filled with energy- and money-saving items.

[flagstaff.az.gov/energy](http://flagstaff.az.gov/energy)





# Sustainability – Food Systems

The Sustainable Food Systems' mission is Foster a vibrant, sustainable, and equitable food system that produces healthy food for the community.

## Community Gardens

- Provide outreach and engagement efforts
- 2019 –2020 The number of community gardeners grew from 53 to 126

## Backyard Livestock

- Coordinate internal process, reporting, and evaluations
- Process new backyard livestock permits
- Manage updates to the Animal Keeping Code

## Urban Farm Incubator

- Utilize vacant land to incubate new farm enterprise

## Mayor's Monarch Pledge

- Co-manage with Parks to protect Monarch Butterflies





# Sustainability – Materials Management

The Materials Management Program's mission is to enable Flagstaff residents and businesses to reduce the impact of their material consumption.

## Implement the Rethink Waste Plan

- Recycling, composting, and waste prevention
- Outreach and education
- Optimizing infrastructure
- Policy development

Conduct analysis of alternatives for handling the expiration of the Materials Recovery Facility Contract in 2023

Entered year two of pilot partnership with NAU to divert City organic waste through NAU's composting operation

- Diverted 159 tons of green waste from City parks, residents, and businesses



We're committed to conserving our natural resources and appreciate that you are too. Thank you for helping to keep Flagstaff resourceful.

#### NEW RESOURCES AT YOUR SERVICE:

##### NEW Interactive Recycling Guide

Test drive our new guide to discover drop-off locations for those tricky to recycle items and hazardous stuff too.

##### NEW Pick Up Reminders

Get a digital reminder so you never miss a collection or bulky item pick up.





# Sustainability – What's to Come...



- Energy Savings Performance Contract
- Launch first Spanish-language online course on home energy efficiency
- Municipal electricity rate optimization analysis and software
- Improvements to O'Leary St Garden
- Garden Mentor Program
- Garden Workshop Series
- Community composting at gardens
- Free food scraps drop-off opportunity
- Pay-as-you throw (volumetric pricing) pilot
- Develop a plan for the expiration of the Materials Recycling Facility
- Carbon Neutrality Plan implementation
- Youth advisory committee
- Equity advisory committee
- Expansion of the Neighborhood Sustainability Grant Program
- Litter identification app
- One a Day in May anti-litter campaign
- Develop regional litter prevention network
- Pilot E3: Engage, Empower, Elevate Program
- HEPA Air Purifier Program
- Launch Resilient Neighborhood Network
- Conduct an in-depth analysis of recoverable components of landfill-bound materials



**Thank you**

**CITY OF FLAGSTAFF  
STAFF SUMMARY REPORT**

**To:** The Honorable Mayor and Council  
**From:** Stacy Saltzburg, City Clerk  
**Date:** 04/27/2021  
**Meeting Date:** 04/27/2021



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**TITLE:**  
**COVID-19 Update**

**DESIRED OUTCOME:**

**EXECUTIVE SUMMARY:**

**INFORMATION:**

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**Attachments:** [Presentation](#)

# COVID-19 Update





# Agenda



- Data Update
- Re-Entry Plan Discussion
  - Outdoor Special Event Permits
  - Council Discussion

# Data Update

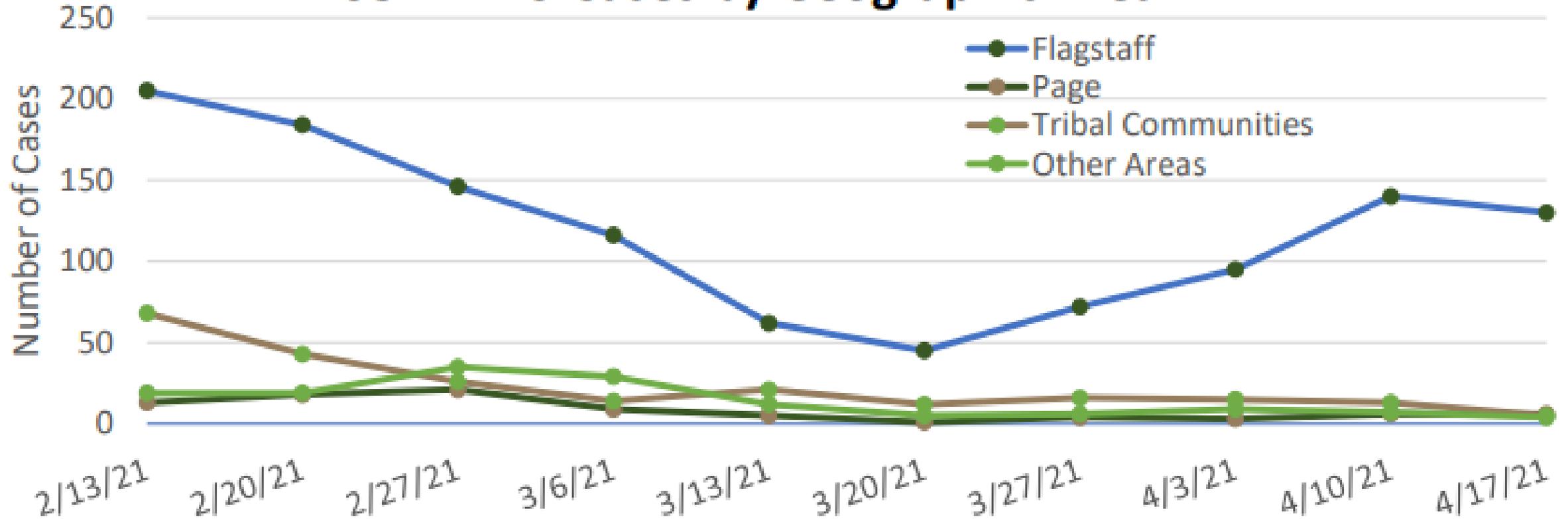




# CCHHS: COVID-19 Weekly Cases



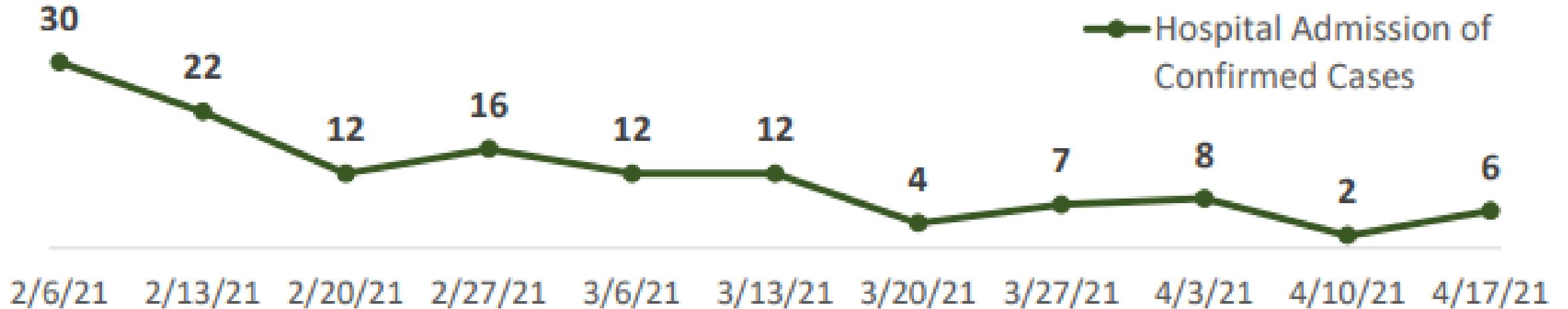
## COVID-19 Cases by Geographic Area





# CCHHS: Hospital Admissions

## Weekly Case Counts Among Coconino County Residents:





# CCHHS: Hospital Admissions



## Hospitalizations

(not all hospitals are currently reporting hospitalization data to Coconino County):

|   | Banner Page Hospital | Flagstaff Medical Center | Tuba City Regional Healthcare |
|---|----------------------|--------------------------|-------------------------------|
| Adult ICU Bed Availability (N)            | 3                    | 19                       | 3                             |
| Adult ICU Bed Availability (%)            | 100%                 | 46%                      | 50%                           |
| Emergency Department Bed Availability (N) | 7                    | 20                       | 30                            |
| Emergency Department Bed Availability (%) | 78%                  | 56%                      | 100%                          |
| Med/Surg Bed Availability (N)             | 3                    | 26                       | 9                             |
| Med/Surg Bed Availability (%)             | 18%                  | 18%                      | 18%                           |

CCHHS School  
Update report as of  
April 23, 2021

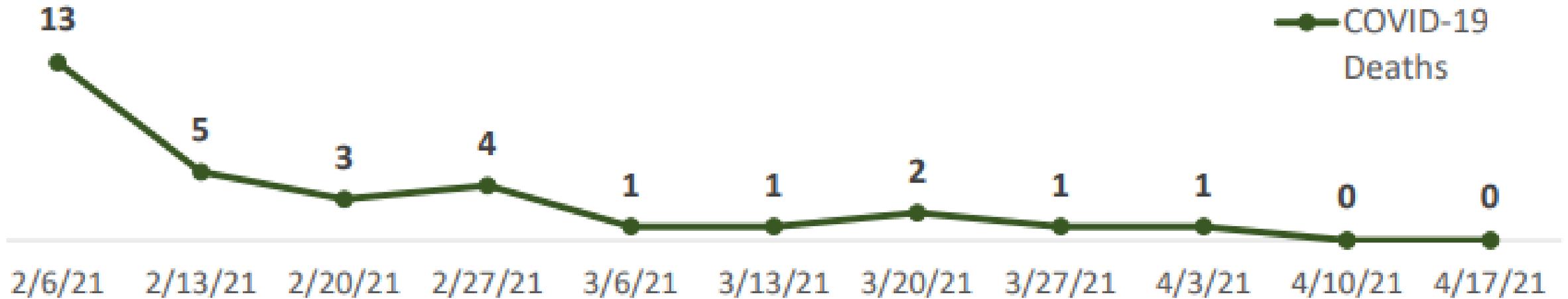
\*Hospital bed availability is determined based on bed availability as well as standard staffing schedules. Additional beds may be available that are not currently staffed.



# CCHHS: COVID-19 Related Deaths



## Weekly COVID-19 Deaths Among Coconino County Residents:





# CCHHS: Community Transmission



## Community Transmission

- Coconino County has a current **incidence rate of 102.5 per 100,000, percent positivity of 6.4%\***, and **COVID-19-Like-Illness incidence (CLI) of 1.6%\*\***.
- Coconino County is currently at a **moderate\*\*\*** level of community transmission.

| Benchmarks            | Minimal              | Moderate                | Substantial           |
|-----------------------|----------------------|-------------------------|-----------------------|
| Cases                 | <10<br>cases/100,000 | 10-100<br>cases/100,000 | >100<br>cases/100,000 |
| Percent Positivity    | <5%                  | 5-10%                   | >10%                  |
| COVID-19-Like-Illness | <5%                  | 5-10%                   | >10%                  |



# CCHHS: Community Vaccination

## Doses in Coconino

|  |                |
|--|----------------|
| Total number of COVID-19 vaccine doses administered: | <b>118,537</b> |
| Total number of COVID-19 vaccine doses ordered:      | <b>93,350</b>  |
| Percent of COVID-19 vaccine doses utilized:          | <b>127.0%</b>  |

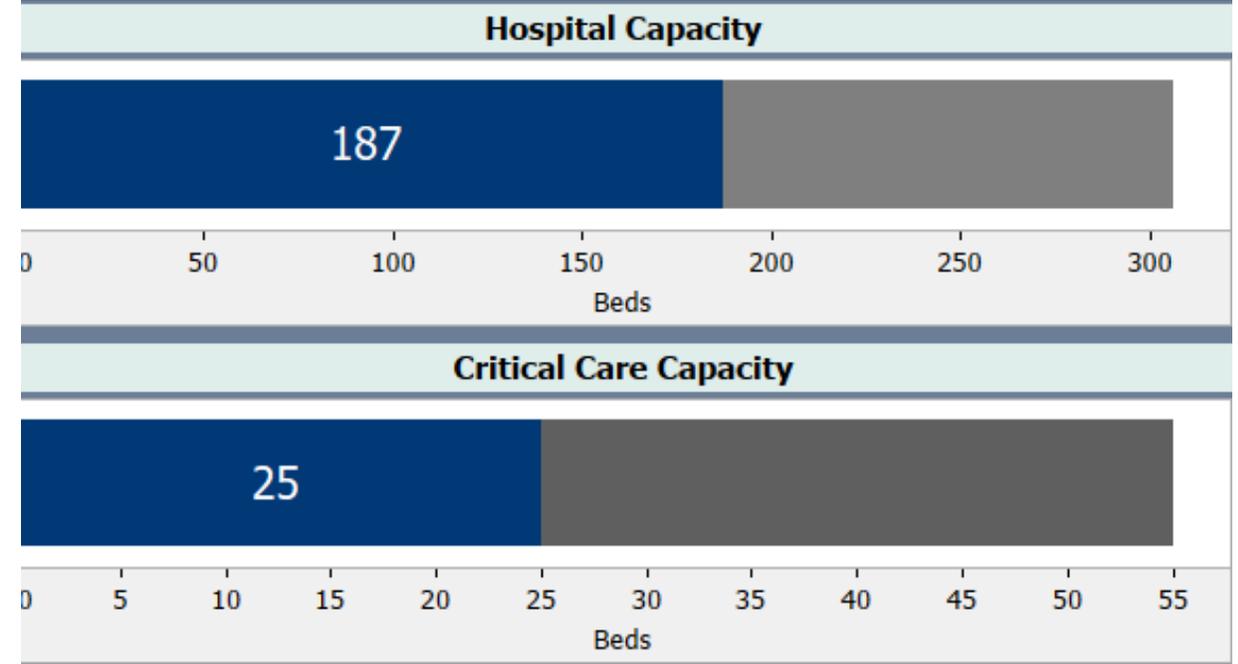
## People in Coconino

|  |               |
|--|---------------|
| Total number of people who have received at least one dose of COVID-19 | <b>67,153</b> |
| Percent of people vaccinated:  | <b>45.6%</b>  |
| Number of people who are fully vaccinated against COVID-19:            | <b>53,975</b> |



# NAH: Hospital Census

| Flagstaff Medical Center<br>Hospital Census |          |
|---|----------|
| <b>187</b>                                  |          |
| In House COVID-19 Patients                  |          |
| Positive                                    | Pending  |
| <b>7</b>                                    | <b>3</b> |



Data as of April 26, 2021

# Re-Entry Plan Discussion



# City's Monitoring Criteria

- Downward trajectory over four or more weeks
- Demonstrated ability to follow CDC guidelines
- Healthcare facility capacity for seriously ill
- Ability to provide testing, monitoring and contact tracing



# Special Event Permits





# Re-Entry Plan: Event Permits

- Outdoor Special Event Permits on City Property based on capacity calculator with consideration for type of event, set up, organization and attendees
- Follow CDC guidelines for large events and gatherings

|                            |                              |
|----------------------------|------------------------------|
| Stay home when appropriate | Cleaning & disinfection      |
| Physical distancing        | Limit restroom occupancy     |
| Wear masks                 | Ventilation                  |
| Hand hygiene               | Modified layouts             |
| Respiratory etiquette      | Physical barriers and guides |
| Signs and messages         | Discourage shared objects    |

<https://www.cdc.gov/coronavirus/2019-ncov/community/large-events/considerations-for-events-gatherings.html>



# Re-Entry Plan: Event Permits

- Guidance intended for large events (i.e. sporting events, concerts, festivals, conferences, parades, weddings)
- Guidance supplements state and local recommendations
- Risk factors to consider:
  - Number of COVID cases in community
  - Setting of the event
  - Length of event
  - Number and crowding of people at event
  - Behavior of attendees during an event



# Re-Entry Plan: Event Permits

## **CDC guiding principles for fully vaccinated people**

- Fully vaccinated people no longer need to wear a mask outdoors, except in certain crowded settings and venues
- Participate in outdoor activities and recreation without a mask, except in certain crowded settings and venues
- CDC continues to recommend requiring masking in crowded settings and venues where there is a decreased ability to maintain physical distance until widespread vaccination coverage is achieved

# Choosing Safer Activities

|            | Unvaccinated People   | Your Activity   | Fully Vaccinated People   |
|------------|---|---|---|
|            |   | <b>Outdoor</b>  |   |
| Safest     |    | Walk, run, or bike outdoors with members of your household                        |    |
|            |    | Attend a small, outdoor gathering with fully vaccinated family and friends        |    |
|            |    | Attend a small, outdoor gathering with fully vaccinated and unvaccinated people   |    |
| Less Safe  |   | Dine at an outdoor restaurant with friends from multiple households               |   |
| Least Safe |  | Attend a crowded, outdoor event, like a live performance, parade, or sports event |  |

# Council Discussion



# Council Discussion

- Masks
  - Option 1: Masks are required in addition to physical distancing
  - Option 2: Masks are recommended in addition to physical distancing
- CDC Guidelines
  - Option 1: Continue with CDC guidelines for large events until new guidance is released from CDC
  - Option 2: Continue with CDC guidelines for large events until herd immunity is reached in Coconino County
- Other considerations



## CITY OF FLAGSTAFF STAFF SUMMARY REPORT

**To:** The Honorable Mayor and Council  
**From:** Dan Symer, Zoning Code Manager  
**Date:** 04/13/2021  
**Meeting Date:** 04/27/2021




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### TITLE

**Consideration of creating the proposed Neighborhood Community Commercial (NCC) zone with a maximum building height of 45 feet and the recommended process for the City Council to consider initiating applications to rezone certain areas of the Southside, North End, and Sunnyside neighborhoods to the zone if approved**

### STAFF RECOMMENDED ACTION:

Hold a work session to allow the City Council and the public to ask questions, seek clarification, have discussions, offer comments, and to provide direction on the proposed Zoning Code Text Amendment and the recommended process for the City Council to consider initiating applications to rezone certain areas of the Southside, North End, and Sunnyside neighborhoods to the zone if approved.

### EXECUTIVE SUMMARY:

To achieve the intent of the High Occupancy Housing (HOH) Plan's implementation strategies (see Chapters 4 and 5 of the HOH Plan) to lower the Community Commercial (CC) zone's allowed building height from 60 feet to 45 feet (Strategies to be implemented by 2019, bullet 5, page 102) and limit the building height in the Southside to 45 feet (Policies SMS 1.2. and SLW 1.2., pages 43 and 44), staff is proposing a Zoning Code Text Amendment to create a new zone called Neighborhood Community Commercial (NCC) (Case No. PZ-19-00123). This new zone would be identical to the Community Commercial (CC) zone, but it would have a maximum building height of 45 feet. It should be noted that the Community Commercial (CC) zone is primarily located in the Southside, North End, and Sunnyside neighborhoods.

To effectuate the Neighborhood Community Commercial (NCC) zone and achieve the above-referenced strategies and policies, staff recommends conducting separate public outreach efforts after the effective date of the Neighborhood Community Commercial (NCC) zone and returning to the City Council to initiate separate rezoning applications for each neighborhood. This approach will allow for the neighborhood's public outreach to be tailored specifically to the needs of each area and to provide more finite neighborhood information so that the City Council could evaluate whether, or what parts of a neighborhood, to initiate a rezoning application and any specific alternative neighborhood approaches. Furthermore, staff is recommending that the associated public outreach and corresponding applications be processed systematically in the following order: Southside, North End, and Sunnyside.

### INFORMATION:

## **I. City Council Questions**

For your reference, below is the question on which staff is seeking the City Council's comments and direction.

- Does the City Council desire to proceed with the staff's proposed methodology to implement the High Occupancy Housing Specific Plan's and the Southside Community Plan's strategies and policies to lower the building height from 60 feet to 45 feet in the Southside, North End, and Sunnyside neighborhoods of the city that have the Community Commercial (CC) zone, and to create the Neighborhood Community Commercial (NCC) zone?

## **II. Background Summary**

In February 2018, the City Council adopted the citywide High Occupancy Housing Specific Plan. The High Occupancy Housing Specific Plan was developed in response to the community's dialogue about the previously proposed high-intensity mid-rise developments near historic neighborhoods that primarily catered to college students. The High Occupancy Housing Specific Plan is intended to provide direction in the form of goals, policies, and strategies to accommodate various housing options in areas of the city that can support infill, redevelopment, and mixed-use activities. The High Occupancy Housing Specific Plan's goals, policies, and implementation strategies address a broad spectrum of topics (see Chapters 4 and 5 of the High Occupancy Housing Specific Plan). Specific to this discussion topic, the High Occupancy Housing Specific Plan's implementation strategies include lowering the building height in the Community Commercial (CC) zone from 60 feet to 45 feet (Strategies to be implemented by 2019, bullet 5, page 102). In addition to the High Occupancy Housing Specific Plan, City Council adopted the Southside Community Plan on September 1, 2020, which contains policies that building heights in the Southside should not exceed 45 feet in this neighborhood (Policies SMS 1.2. and SLW 1.2.).

As a result of the comments received at the public open house meetings and Planning and Zoning Commission's Work Session that took place in August 2019 and the City Council's Work Session that occurred in October 2019 related to changing the building height of the Community Commercial (CC) zone from 60 feet to 45 feet, a new zone is being proposed to implement the High Occupancy Housing Specific Plan strategies. The new zone, Neighborhood Community Commercial (NCC), is proposed to be identical to the Community Commercial (CC) zone, except that the maximum building height allowed would be 45 feet (Attachment 1). This approach is being proposed to enable the City Council the flexibility to determine which areas of the city with the Community Commercial (CC) zone should maintain the currently allowed maximum building height of 60 feet, such as certain properties adjacent to commercial corridor streets, and which areas should have a maximum building height of 45 feet. The three primary areas of the City affected by the proposed zone are the Southside, North End, and Sunnyside neighborhoods. Attachment 2 indicates the location in each neighborhood that is zoned Community Commercial (CC). It should be noted that in accordance with the City Council's October 2019 direction, staff conducted additional public outreach in the summer of 2020 on these concepts.

In August 2020, the Planning and Zoning Commission reviewed staff's recommended approaches and it supported creating the new Neighborhood Community Commercial (NCC) zone and rezoning the majority of the properties with the Community Commercial (CC) to the Neighborhood Community Commercial (NCC) zone. In addition, the Commission supported retaining the Community Commercial (CC) zone with the allowed maximum building height of 60 feet on properties adjacent to certain commercial corridor streets – such as properties adjacent to Fourth Street, Route 66, and Cedar Avenue.

The City Council also reviewed staff's recommended approach to create the new Neighborhood Community Commercial (NCC) zone and to rezone a majority of the properties with the Community Commercial (CC) zone to the Neighborhood Community Commercial (NCC) zone in August 2020. In summary, the City Council was supportive of creating the Neighborhood Community Commercial (NCC) zone. However, it was desired to postpone moving forward with creating the new zone and rezoning the above-referenced neighborhoods until additional public outreach is conducted, most notably in the Sunnyside neighborhood. It should be noted that the City Council adopted the Southside Community

Plan and associated policies (SMS 1.2. and SLW 1.2.) on September 1, 2020; and, it was acknowledged that considerable public outreach was done with the plan pertaining to lowering the building height in the Southside neighborhood.

### **III. Discussion**

Based on the City Council's August direction and the subsequent adoption of the Southside Community Plan, staff has evaluated and has discussed with community members different outreach methodologies and implementation strategies to effectuate the High Occupancy Housing Specific Plan and the Southside Community Plan as it pertains to lowering the building height of these neighborhoods. Throughout these discussions, it became apparent that the most significant immediate neighborhood desire to move forward with was to implement the building height change in the Southside. However, there is broad citywide community support to implement the building height changes in the North End and Sunnyside neighborhoods.

To implement the neighborhood's and community's desires and to execute an appropriate outreach methodology for each area, staff is proposing to separate the applications for each neighborhood. To effectuate this approach, it is necessary first to adopt the Zoning Code Text Amendment Neighborhood Community Commercial (NCC) zone with a maximum building height of 45 feet. After the Neighborhood Community Commercial (NCC) zone's effective date, staff would return to the City Council upon completing the initial public outreach for each neighborhood to initiate separate rezoning applications for each area. Staff recommends conducting the public outreach and processing of each application one at a time in the following order: Southside, North End, and Sunnyside. This approach will allow staff to respond to the public outreach that has already been conducted regarding this topic and the neighborhood-specific outreach conducted for the Southside plan. In addition, it would allow for the neighborhood's public outreach to be tailored to the needs of each area. The objective is to obtain finite neighborhood information so that the City Council could evaluate whether or what parts of a neighborhood to initiate a rezoning application and any specific alternative neighborhood approaches.

### **IV. Community Involvement**

The public outreach was conducted in August 2019 and July 2020 as it pertains to modifying the Community Commercial (CC) zone building height from 60 feet to 45 feet, the creation of the Neighborhood Community Commercial (NCC) zone with a building height of 45 feet, and rezoning the Southside, North End, and Sunnyside neighborhoods to the Neighborhood Community Commercial (NCC) zone. A total of 210 people, including emails, letters, meetings, and visits to the Flagstaff Community Forum topic web page, have participated. The public comments on the Community Forum web page were split up by general public comments and property owner comments. In summary, approximately 83% of the general public that responded to the Community Forum topic supported applying the 45-foot building height in all of the above-referenced neighborhoods. Also, about 68% of the general public comments received did not support keeping the Community Commercial (CC) zone with the 60-foot building height adjacent to the commercial corridor streets. A detailed summary of the public outreach is included in Attachment 3.

### **V. Conclusion**

As indicated above, the purpose of the work session is to allow the City Council and the public to ask questions, seek clarification, have discussions, offer comments, and for Council to provide direction on the proposed Zoning Code Text Amendment to create the Neighborhood Community Commercial (NCC) zone with a maximum building height of 45 feet and the recommended process for the City Council to consider initiating applications to rezone certain areas of the Southside, North End, and Sunnyside neighborhoods to the zone, if approved. No formal recommendation or action is to occur at the work session. Additional opportunities for discussion, public comment, and action by the City Council will occur at a future public hearing.

2. Southside, North End, and Sunnyside Neighborhoods

3. NCC Public Outreach

Staff Presentation

## Case No. PZ-19-00123 Updates to Zoning Code 2019 – Neighborhood Community Commercial (NCC)

### Amendment for Adoption in Flagstaff Zoning Code

#### HOW TO READ THIS DOCUMENT

Unless otherwise stated, provisions that are being deleted are shown in bold red strikethrough text, like this: ~~Provisions that are being deleted are shown with a bold red strikethrough text.~~

Provisions that are being added are shown in bold blue text, like this: **Provisions that are being added are shown in bold blue text.**

#### Modifications shown for reference:

Case No. PZ-19-00125 Updates to Zoning Code 2019 - High Occupancy Housing Land Use related changes are shown for reference in the following manor:

- Text additions shown in bold green text and gray highlights like this: **Provisions that are additions shown for reference are in bold green text.**
- Text deletions shown in bold purple strikethrough text and gray highlights like this: ~~Provisions that are being added are shown in bold green text.~~

Section 1. Amend Title 10 FLAGSTAFF ZONING CODE, Section 10-40.30.040 Commercial Zones, Subsection A. Intent., to add Neighborhood Community Commercial (NCC), as follows:

#### 10-40.30.040 Commercial Zones

##### A. Intent.

1. SC. The Suburban Commercial (SC) zone applies in areas with suburban character that are appropriate for neighborhood commercial uses. This zone allows retail and service establishments that supply commodities or perform services meeting the needs of adjacent residential neighborhoods. The SC zone encourages the orderly development of dispersed commercial areas and diverse housing choices. The standards of this zone ensure that such commercial zones will be compatible with adjacent, noncommercial development and will minimize the undesirable effects of heavy traffic, type of activity, and site development requirements.
2. CC. The Community Commercial (CC) zone applies to areas of the City appropriate for dispersed commercial areas designed to serve communitywide needs. Such areas provide a wide variety of goods and services in predominately established, built up areas and must be consistent with the overall development of the City and its environs. The development of residential uses in addition to commercial uses is also encouraged in this zone to provide diversity in housing choices. The provisions of this zone are intended to ensure that such commerce will be compatible with adjacent, noncommercial development and to minimize the undesirable effects of heavy traffic, commercial activity, and site requirements.

3. **NCC. The Neighborhood Community Commercial (NCC) zone applies to pre-World War II urban areas, intense suburban areas, and new neighborhood-scale activity centers and urban neighborhoods of the City, which are appropriate for a mixed composition of live/work opportunities in a walkable neighborhood environment. The property development standards of this zone provide for a variety of densities and intensities in varying scales, while maintaining a building height that is compatible to older and historic structures within the City. The uses of this zone provide for a diversity of housing options and commercial opportunities that serve the neighborhood and the larger community. The specific provisions of the zone are intended to achieve a neighborhood of moderate sized compatible uses, while minimizing the undesirable effects of more intense commercial activities, large-scale high occupancy housing, and heavy traffic.**
- ~~3~~ 4. **HC. The Highway Commercial (HC) zone applies to areas of the City appropriate for a full range of automobile-oriented services. The development of commercial uses in addition to residential uses is encouraged in the HC zone to provide diversity in housing choices; provided, that residential uses are located above or behind commercial buildings so that they are buffered from adjoining highway corridors. The provisions of this zone are also intended to provide for convenient, controlled access and parking, without increasing traffic burdens upon the adjacent streets and highways. This zone is designated primarily at the commercial corridors of the City, with the intention of making the City more attractive as a tourist destination while providing needed commercial activity.**
- ~~4~~ 5. **CS. The Commercial Service (CS) zone applies to areas of the City appropriate for those service industries and support activities necessary to maintain viable commercial retail trade centers. The development of residential uses in addition to commercial uses is encouraged in this zone; provided, that residential uses are located above or behind the primary commercial service use.**
- ~~5~~ 6. **CB. The Central Business (CB) zone applies to the central core area which is appropriate for accommodating retail commercial, personal services, and governmental, business, financial, professional, and general offices. The uses in this area require a central location accessible to all routes entering the City and grouped so that the shopper or user can park once and visit a number of stores and offices on foot. The development of residential uses in addition to commercial uses is encouraged in this zone; provided, that residential uses are located on the second story or above or behind on the first floor.**

Section 2. Amend Title 10 FLAGSTAFF ZONING CODE, Section 10-40.30.040 Commercial Zones, Subsection B. Commercial Zones – Allowed Uses, Table 10-40.30.040.B. Commercial Zones – Allowed Uses, as follows:

**10-40.30.040 Commercial Zones**

B. **Commercial Zones – Allowed Uses.** The allowed land uses of each of the Commercial zones are shown in Table 10-40.30.040.B.

|   |
|---|
| <p><b>Table 10-40.30.040.B.</b></p> <p><b>Commercial Zones – Allowed Uses</b></p> |
|---|

| Primary Land Use <sup>1</sup>                                | Specific Use Regulations | Commercial Zones   |                    |                    |                    |                    |                    |
|--|--------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
|  |                          | SC                 | NCC                | CC                 | HC                 | CS                 | CB                 |
| <b>Industrial, Manufacturing, Processing and Wholesaling</b> |                          |                    |                    |                    |                    |                    |                    |
| Carpenter or Cabinet Shops                                   |                          | --                 | --                 | --                 | --                 | P                  | -                  |
| Flammable Liquid, Gas, and Bulk Fuel – Storage and Sale      |                          | --                 | --                 | --                 | UP                 | --                 |                    |
| Machine or Metal Working Shops                               |                          | --                 | --                 | --                 | --                 | P                  | --                 |
| Manufacturing and Processing – Incidental                    |                          | --                 | P                  | P                  | P                  | P                  | P                  |
| Micro-brewery or Micro-distillery                            | 10-40.60.240             | --                 | P                  | P                  | P                  | P                  | P                  |
| Mini-storage Warehousing                                     | 10-40.60.250             | --                 | --                 | --                 | UP <sup>2</sup>    | P                  | --                 |
| Research and Development Uses                                | 10-40.60.300             | --                 | --                 | --                 | UP                 | --                 | --                 |
| Transportation or Trucking Yards                             |                          | --                 | --                 | --                 | --                 | P                  | --                 |
| Vehicle Towing/Impound Yard                                  |                          | --                 | --                 | --                 | p <sup>4</sup>     | --                 | --                 |
| Warehousing  | 10-40.60.330             | --                 | p <sup>3</sup>     | p <sup>3</sup>     | p <sup>3</sup>     | --                 | p <sup>3</sup>     |
| Wholesaling and Distribution                                 |                          | --                 | --                 | --                 | --                 | P                  | p <sup>3</sup>     |
| <b>Recreation, Education and Assembly</b>                    |                          |                    |                    |                    |                    |                    |                    |
| Automobile, Go-kart, Miniature Automobile Racing             | 10-40.60.080             | --                 | UP                 | UP                 | UP                 | --                 | --                 |
| Commercial Campgrounds                                       | 10-40.60.130             | --                 | --                 | --                 | P                  | --                 | --                 |
| Commercial Recreation Facilities, Indoor                     |                          | P                  | P                  | P                  | P                  | --                 | P                  |
| Commercial Recreation Facilities, Outdoor                    | 10-40.60.270             | --                 | UP                 | UP                 | UP                 | --                 | --                 |
| Libraries, Museums   |                          | P                  | P                  | P                  | P                  | P                  | P                  |
| Meeting Facilities, Public or Private                        | 10-40.60.230             |                    |                    |                    |                    |                    |                    |
| Regional   |                          | --                 | P/UP <sup>5</sup>  |
| Neighborhood   |                          | p <sup>5</sup>     | P/UP <sup>5</sup>  | P/UP <sup>5</sup>  | --                 | --                 | --                 |
| Outdoor Public Uses, General                                 |                          | P                  | P                  | P                  | P                  | --                 | --                 |
| Places of Worship  |                          | P/UP <sup>10</sup> |
| Schools – Public and Charter                                 |                          | P                  | P                  | P                  | P                  | P                  | P                  |
| Schools – Private  |                          | P                  | P                  | P                  | P                  | P                  | P                  |
| Theaters   |                          | P                  | P                  | P                  | P                  | --                 | P                  |
| Trade Schools  |                          | --                 | UP                 | UP                 | UP                 | UP                 | UP                 |
| <b>Residential<sup>7</sup></b>                               |                          |                    |                    |                    |                    |                    |                    |
| Co-housing   | 10-40.60.120             | p <sup>6</sup>     |
| Congregate Care Facilities                                   |                          | UP                 | P                  | P                  | P                  | P                  | UP                 |

|   |                     |                 |                   |                   |                 |                 |                 |
|---|---------------------|-----------------|-------------------|-------------------|-----------------|-----------------|-----------------|
| Day Care, Centers   | 10-40.60.150.B      | P               | P                 | P                 | P               | UP              | UP              |
| Day Care, Home  | 10-40.60.150.A      | P               | P                 | P                 | P               | P               | P               |
| Development, Duplex   |                     | p <sup>6</sup>  | p <sup>6,9</sup>  | p <sup>6,9</sup>  | p <sup>6</sup>  | p <sup>6</sup>  | p <sup>6</sup>  |
| Development, Multiple-Family                                      |                     | p <sup>6</sup>  | p <sup>6</sup>    | p <sup>6</sup>    | p <sup>6</sup>  | p <sup>6</sup>  | p <sup>6</sup>  |
| Development, Single-Family  |                     | --              | p <sup>9</sup>    | p <sup>9</sup>    | --              | --              | --              |
| Dormitories   |                     | UP <sup>6</sup> | UP <sup>6</sup>   | UP <sup>6</sup>   | UP <sup>6</sup> | UP <sup>6</sup> | UP <sup>6</sup> |
| Fraternities and Sororities                                       |                     | UP <sup>6</sup> | UP <sup>6</sup>   | UP <sup>6</sup>   | UP <sup>6</sup> | UP <sup>6</sup> | UP <sup>6</sup> |
| Group Homes   |                     | p <sup>6</sup>  | p <sup>6</sup>    | p <sup>6</sup>    | p <sup>6</sup>  | p <sup>6</sup>  | p <sup>6</sup>  |
| <b>High Occupancy Housing Development, Single-family</b>          | <b>10-40.60.175</b> | --              | UP                | UP                | --              | --              | --              |
| <b>High Occupancy Housing Development, two-units</b>              | <b>10-40.60.175</b> | UP <sup>6</sup> | UP <sup>6</sup>   | UP <sup>6</sup>   | UP <sup>6</sup> | UP <sup>6</sup> | UP <sup>6</sup> |
| <b>High Occupancy Housing Development, three-units</b>            | <b>10-40.60.175</b> | UP <sup>6</sup> | UP <sup>6</sup>   | UP <sup>6</sup>   | UP <sup>6</sup> | UP <sup>6</sup> | UP <sup>6</sup> |
| <b>High Occupancy Housing Development, four-units and greater</b> | <b>10-40.60.175</b> | UP <sup>6</sup> | UP <sup>6</sup>   | UP <sup>6</sup>   | UP <sup>6</sup> | UP <sup>6</sup> | UP <sup>6</sup> |
| Home Occupation   | 10-40.60.180        | p <sup>6</sup>  | p <sup>6</sup>    | p <sup>6</sup>    | p <sup>6</sup>  | p <sup>6</sup>  | p <sup>6</sup>  |
| <b>Institutional Residential</b>                                  |                     |                 |                   |                   |                 |                 |                 |
| Custodial Care Facilities   |                     | p <sup>8</sup>  | p <sup>8</sup>    | p <sup>8</sup>    | p <sup>8</sup>  | p <sup>8</sup>  | p <sup>8</sup>  |
| Homeless Shelters   | 10-40.60.190        |                 |                   |                   |                 |                 |                 |
| Emergency Shelters  |                     | p <sup>8</sup>  | p <sup>8</sup>    | p <sup>8</sup>    | p <sup>8</sup>  | p <sup>8</sup>  | p <sup>8</sup>  |
| Short Term Housing  |                     | p <sup>8</sup>  | p <sup>8</sup>    | p <sup>8</sup>    | p <sup>8</sup>  | p <sup>8</sup>  | p <sup>8</sup>  |
| Transitional Housing  |                     | P               | P                 | P                 | P               | P               | P               |
| Nursing Homes   |                     | UP              | UP                | UP                | UP              | UP              | UP              |
| Sheltered Care Homes  |                     | P               | P                 | P                 | P               | P               | P               |
| Live/Work   | 10-40.60.200        | P               | P                 | P                 | P               | P               | P               |
| Planned Residential Development                                   | 10-40.60.280        | P/UP            | P/UP <sup>9</sup> | P/UP <sup>9</sup> | UP              | UP              | UP              |
| Residence for Owner, Caretaker or Manager                         |                     | p <sup>6</sup>  | p <sup>6</sup>    | p <sup>6</sup>    | p <sup>6</sup>  | p <sup>6</sup>  | p <sup>6</sup>  |
| <del>Rooming and Boarding Facilities</del>                        |                     | UP <sup>6</sup> |                   | UP <sup>6</sup>   | UP <sup>6</sup> | UP <sup>6</sup> | UP <sup>6</sup> |
| Single Room Occupancy   |                     | UP              | --                | --                | P               | --              | P               |
| <b>Retail Trade</b>   |                     |                 |                   |                   |                 |                 |                 |
| Bars/Taverns  |                     | P               | P                 | P                 | P               | P               | P               |
| Crematorium   |                     | P               | P                 | P                 | P               | P               | --              |

|   |                                      |           |           |           |                  |           |           |
|---|--------------------------------------|-----------|-----------|-----------|------------------|-----------|-----------|
| Drive-through Retail                                | 10-40.60.160                         | P         | P         | P         | P                | --        | --        |
| Drive-through Service                               |                                      | P         | P         | P         | P                | --        | --        |
| Farmers Markets and Flea Markets                    |                                      | --        | P         | P         | P                | P         | P         |
| General Retail Business                             |                                      | P         | P         | P         | P                | P         | P         |
| Mixed Use   | 10-40.60.260                         | P         | P         | P         | P                | P         | P         |
| <b>Mixed-Use High Occupancy Housing Development</b> | <b>10-40.60.175 and 10-40.60.260</b> | <b>UP</b> | <b>UP</b> | <b>UP</b> | <b>UP</b>        | <b>UP</b> | <b>UP</b> |
| Restaurant or Cafe                                  |                                      | P         | P         | P         | P                | P         | P         |
| <b>Services</b>                                     |                                      |           |           |           |                  |           |           |
| Bed and Breakfast Establishments                    | 10-40.60.110                         | P         | P         | P         | P                | P         | P         |
| Cemeteries  |                                      | UP        | UP        | UP        | UP               | UP        | --        |
| Dry-cleaning, Processing                            |                                      | P         | P         | P         | P                | --        | --        |
| Equipment Rental Yard                               |                                      | --        | UP        | UP        | P                | P         | --        |
| Funeral Homes, Chapels and Mortuaries               |                                      | --        | P         | P         | P                | --        | UP        |
| General Services                                    |                                      | P         | P         | P         | P                | P         | P         |
| Hospital  |                                      | UP        | UP        | UP        | UP               | UP        | UP        |
| Kennel, Animal Boarding                             | 10-40.50.195                         | --        | --        | --        | UP <sup>11</sup> | --        | --        |
| Medical Marijuana Dispensary                        | 10-40.60.220                         | --        | --        | --        | P                | --        | --        |
| Office  |                                      | P         | P         | P         | P                | P         | P         |
| Public Services                                     |                                      |           |           |           |                  |           |           |
| Public Services Major                               |                                      | --        | --        | --        | --               | --        | --        |
| Public Services Minor                               |                                      | P         | P         | P         | P                | P         | P         |
| Emergency Services                                  |                                      | UP        | UP        | UP        | UP               | UP        | UP        |
| Travel Accommodations                               |                                      | UP        | --        | --        | P                | --        | P         |
| Veterinary Clinics                                  |                                      | P         | P         | P         | P                | P         | --        |
| Veterinary Hospitals                                |                                      | --        | --        | --        | UP               | UP        | --        |
| <b>Telecommunication Facilities</b>                 |                                      |           |           |           |                  |           |           |
| AM Broadcasting Facilities                          | 10-40.60.320                         | UP        | UP        | UP        | UP               | UP        | UP        |
| Antenna-Supporting Structure                        | 10-40.60.320                         | UP        | UP        | UP        | UP               | UP        | UP        |
| Attached Telecommunication Facilities               | 10-40.60.320                         | P         | P         | P         | P                | P         | P         |
| Collocation Facility                                | 10-40.60.320                         | P         | P         | P         | P                | P         | P         |
| FM/DTV/Low Wattage AM Broadcasting Facilities       | 10-40.60.320                         | P         | P         | P         | P                | P         | P         |
| Stealth Telecommunication Facilities                | 10-40.60.320                         | P         | P         | P         | P                | P         | P         |

| <b>Transportation and Infrastructure</b>   |              |    |    |    |                 |                 |    |
|--|--------------|----|----|----|-----------------|-----------------|----|
| Accessory Wind Energy Systems  | 10-40.60.040 | P  | P  | P  | P               | P               | P  |
| Garages, Off-Street  |              | P  | P  | P  | P               | P               | P  |
| Parking Lots, Off-Street   | 10-50.80     | P  | P  | P  | P               | P               | P  |
| Passenger Transportation Facilities  |              | -- | -- | -- | UP              | UP              | UP |
| <b>Urban Agriculture</b>   |              |    |    |    |                 |                 |    |
| Community Gardens  | 10-40.60.140 | P  | P  | P  | P               | P               | P  |
| Food Production  |              | -- | -- | -- | UP <sup>2</sup> | UP <sup>2</sup> | -- |
| <b>Vehicle Sales and Services</b>  |              |    |    |    |                 |                 |    |
| Automobile Service Station and Convenience Store   | 10-40.60.090 | P  | P  | P  | P               | P               | -- |
| Automobile and Trailer Rental  |              | -- | -- | -- | P               | P               | -- |
| Automobile/Vehicle Sales and Service, New and Used   |              | -- | UP | UP | P               | P               | UP |
| Automobile/Vehicle Repair Garages – Minor  | 10-40.60.100 | -- | UP | UP | P               | P               | -- |
| Automobile/Vehicle Repair Garages – Major  | 10-40.60.100 | -- | -- | -- | P               | P               | -- |
| Car Washes   |              | P  | P  | P  | P               | --              | -- |
| Mobile Homes and Recreational Vehicles, Sales, and Service   |              | -- | -- | -- | P               | --              | -- |
| <b>End Notes</b>   |              |    |    |    |                 |                 |    |
| 1. A definition of each listed use type is in Chapter 10-80, Definitions.  |              |    |    |    |                 |                 |    |
| 2. Only allowed on lots that do not have highway frontage or behind existing/new commercial uses.  |              |    |    |    |                 |                 |    |
| 3. Only permitted when incidental to permitted use.  |              |    |    |    |                 |                 |    |
| 4. This use shall be screened. See Division 10-50.50, Fences and Screening, for fencing and screening requirements.  |              |    |    |    |                 |                 |    |
| 5. A conditional use permit is required if liquor is sold or if facilities exceed 250 seats.   |              |    |    |    |                 |                 |    |
| 6. Residential uses with more than two units are allowed as part of a mixed-use development located above or behind the commercial uses, or as a planned residential development ( <a href="#">Section 10-40.60.280</a> ).   |              |    |    |    |                 |                 |    |
| 7. Residential uses in the CC, HC, CS and CB zones, and residential uses and properties listed on the National Historic Registry or within the Landmarks overlay zone existing prior to the effective date of this Zoning Code are considered legal, nonconforming uses. Residential uses in the CC, HC, CS and CB zones shall be subject to the development standards established in the HR zone. |              |    |    |    |                 |                 |    |
| 8. Conditional use permit is required if proximity between shelter facilities is less than one-quarter mile.   |              |    |    |    |                 |                 |    |
| 9. Single-family and duplex land uses are permitted by right on lots ≤9,000 sf and existing prior to November 1, 2011, subject to the building placement and building form requirements of the MR zone.  |              |    |    |    |                 |                 |    |
| 10. A conditional use permit is required if the facility exceeds 250 seats and/or if the facility is located adjacent to a toxic use.  |              |    |    |    |                 |                 |    |

11. Outdoor kenneling of animals is prohibited.

**Key**

P = Permitted Use  
 UP = Conditional Use Permit Required  
 -- = Use Not Allowed

Section 3. Amend Title 10 FLAGSTAFF ZONING CODE, Section 10-40.30.040 Commercial Zones, Subsection C. Commercial Zones – Building Form Standards., as follows – including grid lines and shading:

**Section 10-40.30.040 Commercial Zones**

C. Commercial Zones – Building Form and Property Development Standards. The building form and property development standards shown in Table 10-40.30.040.C. shall apply to all property with the corresponding commercial zones.

| Table 10-40.30.040.C.<br>Commercial Zones – Building Form and Property Development Standards                                     |                                   |                                 |                     |                  |                  |                  |
|--|-----------------------------------|---------------------------------|---------------------|------------------|------------------|------------------|
|  | Commercial Zones                  |                                 |                     |                  |                  |                  |
|  | SC                                | NCC                             | CC                  | HC               | CS               | CB               |
| <b>Building Placement Requirements</b>   |                                   |                                 |                     |                  |                  |                  |
| Setback from property line   |                                   |                                 |                     |                  |                  |                  |
| Front<br>(Also see Section 10-50.60.040.B)   | 15' <sup>1</sup>                  | 0'                              | 0'                  | 0' <sup>2</sup>  | 0'               | 0'               |
| Side   |                                   |                                 |                     |                  |                  |                  |
| Adjacent to Residential Use  | ----- 15' min. <sup>6</sup> ----- |                                 |                     |                  |                  |                  |
| Street Side (min.)   | 10' <sup>3</sup>                  | 10' <sup>3</sup>                | 10' <sup>3</sup>    | 10' <sup>3</sup> | 10' <sup>3</sup> | 0'               |
| All Other sides  | ----- 0' -----                    |                                 |                     |                  |                  |                  |
| Rear   |                                   |                                 |                     |                  |                  |                  |
| Adjacent to Residential  | ----- 15' min. -----              |                                 |                     |                  |                  |                  |
| All Other rears  | ----- 0' -----                    |                                 |                     |                  |                  |                  |
| <b>Building Form Requirements</b>  |                                   |                                 |                     |                  |                  |                  |
| Building Height (max.) <sup>8, 9, 10</sup>   | 35'                               | 45' <sup>7</sup>                | 60' <sup>4, 7</sup> | 60' <sup>4</sup> | 60' <sup>4</sup> | 60' <sup>4</sup> |
| Gross FAR (max.)   | 0.8                               | 2.5                             | 2.5                 | 3.0              | 2.0              | No max.          |
| <b>Density Requirements</b>  |                                   |                                 |                     |                  |                  |                  |
| Gross Density (units/acre) <del>(max.) (Not Applicable to Mixed Use)</del>   |                                   |                                 |                     |                  |                  |                  |
| <del>Areas of the City without the Resource Protection Overlay (RPO) Maximum Without the Resource Protection Overlay (RPO)</del> | <del>13</del> 13 <sup>12</sup>    | ----- 29-29 <sup>11</sup> ----- |                     |                  |                  |                  |

|  |                     |                                |
|--|---------------------|--------------------------------|
| Areas of the City inside of a pedestrian shed of an activity center delineated on the General Plan, with or without the RPO<br>Maximum inside of a pedestrian shed of an activity center <sup>(13)</sup> , with the RPO                    | 13 13 <sup>12</sup> | -----29 29 <sup>11</sup> ----- |
| Areas of the City with RPO, excluding areas of the City inside of a pedestrian shed of an activity center delineated on the General Plan<br>Maximum within the RPO, and outside of a pedestrian shed of an activity center <sup>(13)</sup> | 13 13 <sup>12</sup> | -----22 22 <sup>11</sup> ----- |

**Maximum Bedroom Requirements**

|  |                  |                               |
|--|------------------|-------------------------------|
| <b>Bedrooms per Acre</b>   |                  |                               |
| Maximum Without the Resource Protection Overlay (RPO)  | 35 <sup>12</sup> | -----72.5 <sup>11</sup> ----- |
| Maximum inside of a pedestrian shed of an activity center <sup>(13)</sup> , with the RPO       | 35 <sup>12</sup> | -----72.5 <sup>11</sup> ----- |
| Maximum within the RPO, and outside of a pedestrian shed of an activity center <sup>(13)</sup> | 35 <sup>12</sup> | -----55 <sup>11</sup> -----   |

**Lot Requirements**

|                                     |       |       |       |       |       |       |
|-------------------------------------|-------|-------|-------|-------|-------|-------|
| Area (Gross sf) (min.) <sup>5</sup> | 6,000 | 9,000 | 9,000 | 9,000 | 9,000 | 7,000 |
| Width (min.) <sup>5</sup>           | 50'   | 60'   | 60'   | 60'   | 60'   | 50'   |
| Depth (min.) <sup>5</sup>           | 100'  | 100'  | 100'  | 100'  | 100'  | --    |

**Open Space**

|  |  |
|--|--|
| Developments with Two or More Dwelling Units | ----- 15 percent of the net lot area ----- |
|--|--|

**Other Requirements**

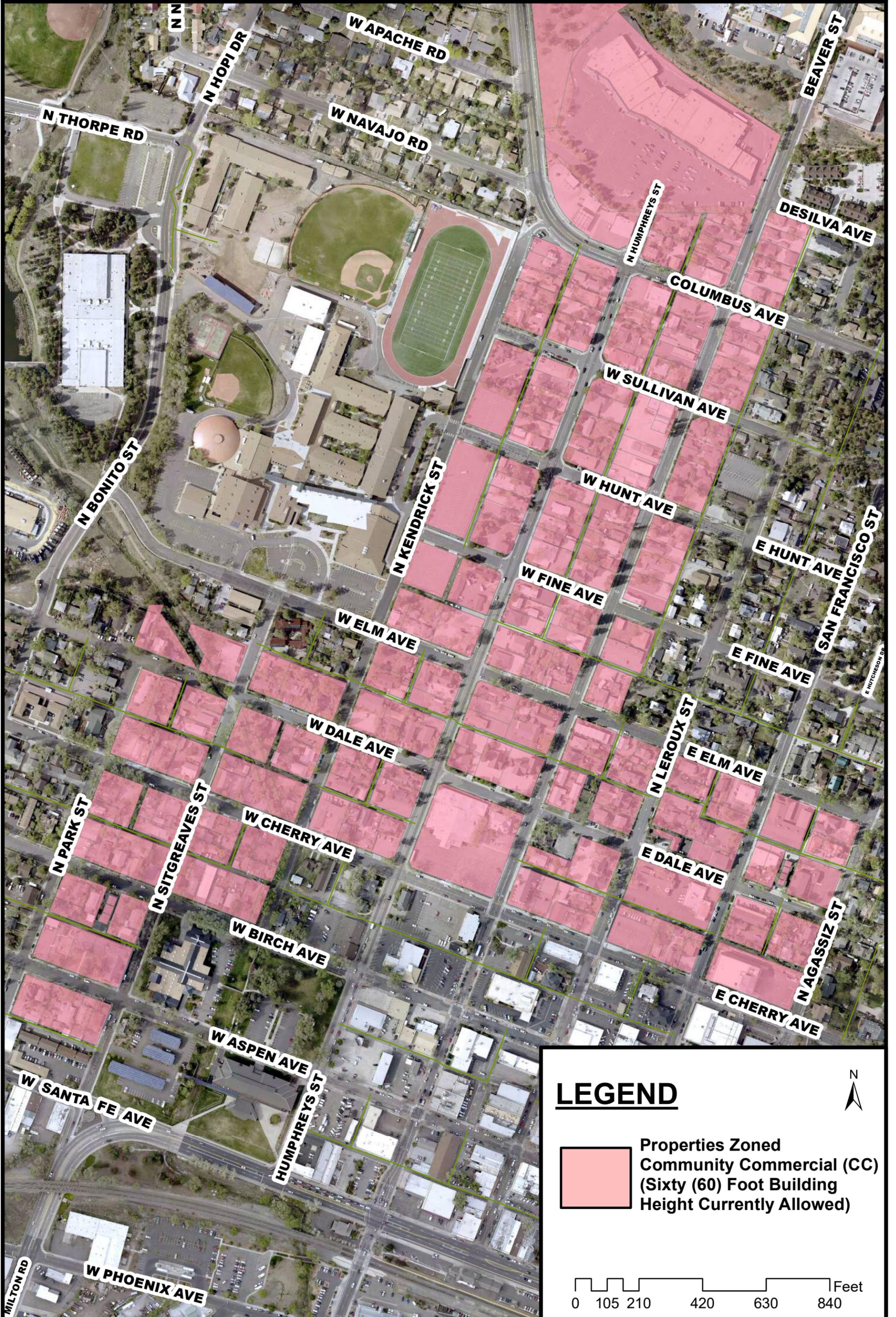
|                      |                        |
|----------------------|------------------------|
| Fences and Screening | See Division 10-50.50  |
| Landscaping          | See Division 10-50.60  |
| Outdoor Lighting     | See Division 10-50.70  |
| Parking              | See Division 10-50.80  |
| Signs                | See Division 10-50.100 |

**End Notes**

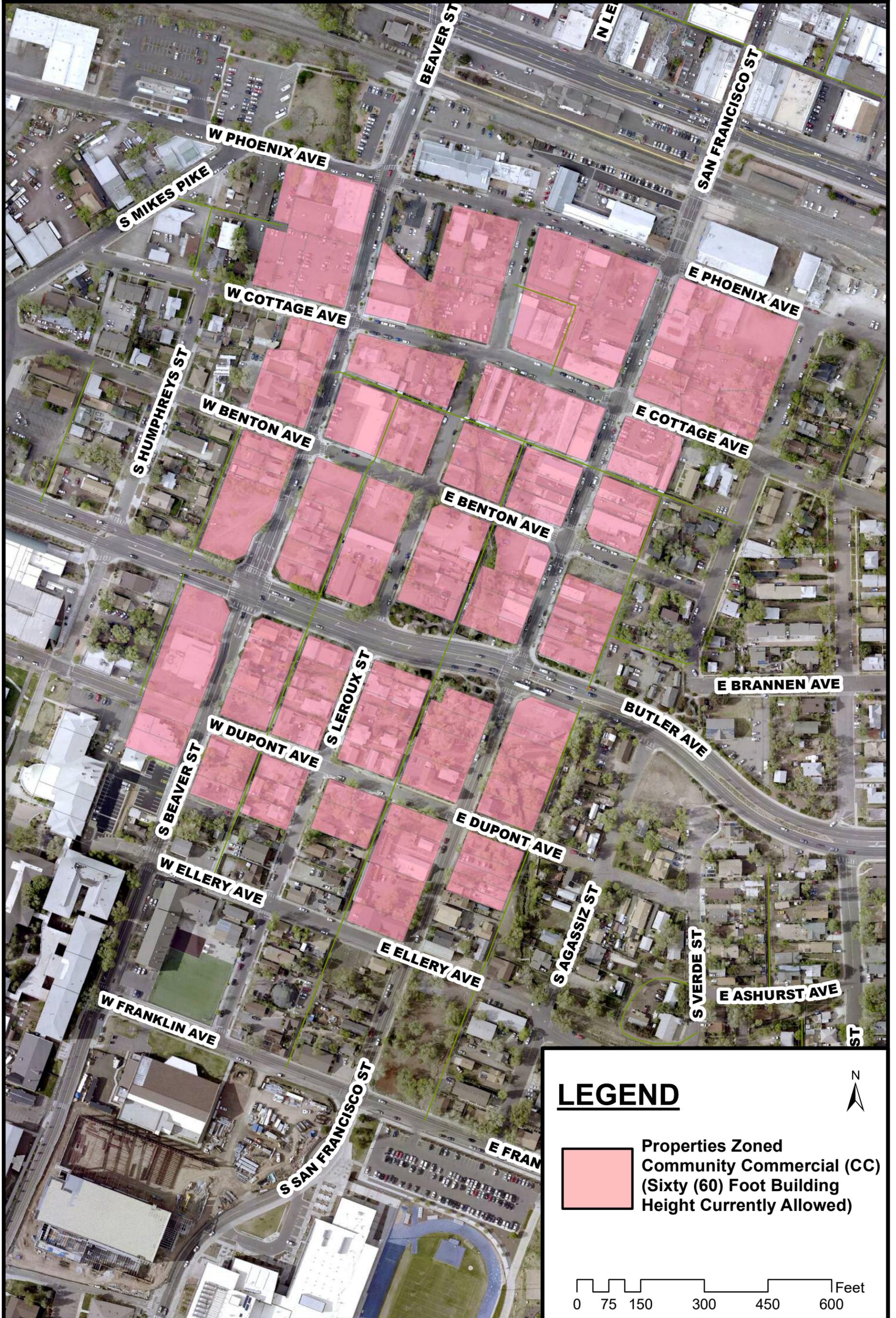
1. Front setbacks shall be equal to 15' or match adjacent residential development, whichever is less.
2. No front setback required, except when required by the adoption of building setback lines along specified streets.
3. Setback may be reduced to 5' min., if the landscape street buffer is reduced in accordance with Section 10-50.60.040(B), Nonresidential Zone Buffers.
4. Conditional use permit required for structures over 60' in height.
5. Within a planned residential development, the minimum area, width, and depth of a lot may vary based on the minimum lot standards applicable to the building types selected for application within a planned residential development (see Section 10-40.60.280, Planned Residential Development).
6. Except that the setback from a proposed residential use in a commercial zone to other residential uses shall be 5' min.
7. Single-family dwellings and duplexes in the CC and NCC zone zones shall be limited to a maximum height of 35 feet consistent with the height standard for the MR zone.

|     |  |
|-----|--|
| 8.  | Primary structures, excluding accessory structures, with a roof pitch greater than, or equal to, 6:12 shall be allowed an additional five feet above the maximum building height.  |
| 9.  | The elevator and stairwell bulkheads shall be architecturally integrated with the building. Elevator and stairwells bulkheads are allowed an additional 15 feet above the maximum building height. The Director may approve a height greater than 15 feet when the additional height is necessary to accommodate an elevator or stairwell bulkhead, related equipment, or the requirements of the Building or Fire Code. |
| 10. | Steeple, solar collectors, towers and other unoccupied architectural features are allowed an additional height above the maximum building height equal to 20 percent multiplied by the maximum building height allowed for property's zone. The total area of the referenced allowances above the building height shall not exceed 20 percent of the total roof area.  |
| 11. | <b>Additional density may be approved with a HOHD or MHOHD Conditional Use Permit.</b>   |
| 12. | <b>Additional bedrooms per acre may be approved with a HOHD or MHOHD Conditional Use Permit.</b>   |
| 13. | <b>Activity centers are delineated on the General Plan or applicable Specific Plan(s).</b>   |

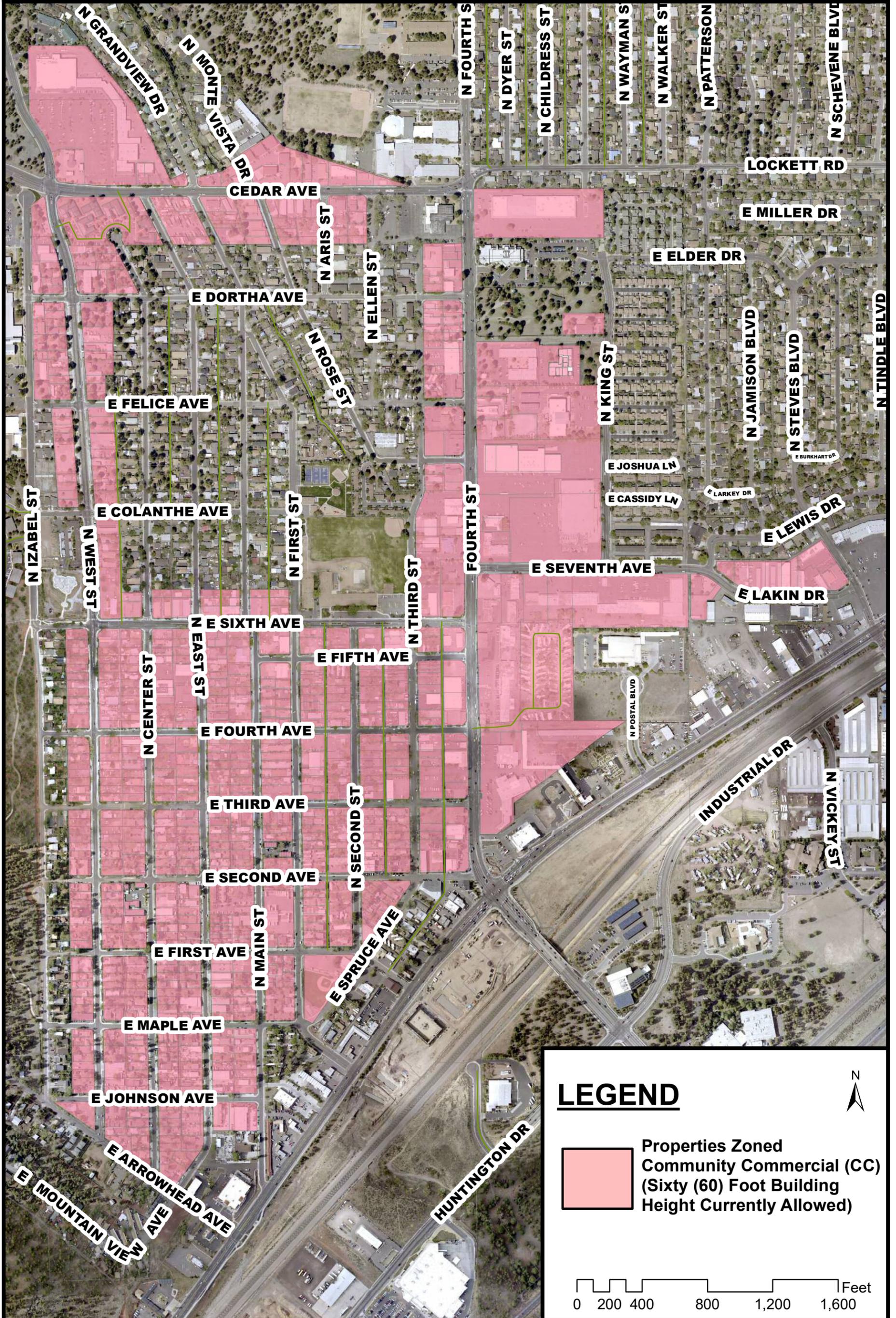
# Existing Properties in the North End Neighborhood Zoned Community Commercial (CC)



# Existing Properties in the Southside Neighborhood Zoned Community Commercial (CC)



# Existing Properties in the Sunnyside Neighborhood Zoned Community Commercial (CC)



## Public Outreach Summary

The August 25, 2020 City Council Work Session was advertised in the Arizona Daily Sun on July 25, 2020, which is 31 days before the scheduled meeting date. Also, persons of interest on file with the Planning and Development Services section of the Community Development department and property owners of lots and parcels that contain the Community Commercial (CC) zoning on file with the Coconino County Assessor's Office were notified of the Planning and Zoning and City Council Work Sessions via first class mail.

The virtual open house meetings for the proposed Neighborhood Community Commercial (NCC) zone were held on July 15, 2020, and July 20, 2020. As part of the discussion for the proposed Neighborhood Community Commercial (NCC) zone, rezoning the above-referenced neighborhoods was discussed. The virtual open house meetings were advertised in the Arizona Daily Sun on June 30, 2020, which is at least 15 days before the scheduled meeting dates. Also, persons of interest on file with the Planning and Development Services section of the Community Development department and property owners of lots and parcels that contain the Community Commercial (CC) zoning on file with the Coconino County Assessor's Office were notified of the virtual open house meetings via first class mail. Persons on the HOH Plan and Regional Plan contact lists were also informed. In addition, the notification of the virtual open house meetings was posted on the City's Facebook page. Eight people attended the open house meetings.

In addition to the virtual open house meetings, a community survey was posted on the City's Community Forum website regarding the proposed Neighborhood Community Commercial (NCC) zone and the areas that could be rezoned. The notice was sent to individuals registered with the City's Community Forum website. Also, the option to provide public comments on the City's Community Forum website was included in the notices indicated above.

As of this memo's date, a total of 210 people, including emails, letters, meetings, and visits to the Flagstaff Community Forum topic web page, have participated. The public comments on the Community Forum web page were split up by general public comments and property owner comments. The property owners were provided a separate web page on the notices that they were mailed. The property owner web page was not publicly available.

Several of the individuals that contacted staff for the one-on-one discussions identified themselves as property owners. It should be noted that the property owner responses have been low.

In summary, approximately 83% of the general public that responded indicated that they support the 45-foot building height proposed for the Neighborhood Community Commercial (NCC) zone.

The following is a summary of the property owner responses:

- North End. Ten property owners responded to the Community Forum or had discussed the amendment with staff. Approximately 78% of the property owners did not support the 45-foot building height proposed for the Neighborhood Community Commercial (NCC) zone. One property owner did not provide a response.
- Southside. Eleven people viewed the Southside property owner Community Forum website, although no comments were provided. Three people that contacted staff or attended the open house meeting identified themselves as property owners. One person did not support the

building height or a change to the Zoning Map. One person was supportive of the building height of 45 feet in the Neighborhood Community Commercial (NCC) zone. However, this comment was contingent upon the method used to implement the zone on the Zoning Map. One person did not provide a preference.

- Sunnyside. Nine property owners responded to the Community Forum or had discussed the amendment with staff. Approximately 78% of the property owners were supportive of the building height of 45 feet in the Neighborhood Community Commercial (NCC) zone. One person indicated that the building height should be lower, such as one or two stories.

***Summary of Comments and Questions Specific to Neighborhood Community Commercial (NCC) Amendments from the July 15, 2020, Virtual Open House Meeting***

1. I am opposed to down-zoning property that is applied as a broad stroke. Although, I am refreshed to see that you're open to the idea of making the process a mapping exercise, such as the example that was shown for Sunnyside with the 4<sup>th</sup> Street corridor maintaining the existing Community Commercial (CC) zone. It is recommended to allow properties adjacent to the street corridors the option to redevelop to their maximum potential. There are some corridors on the Southside that could use the same considerations as 4<sup>th</sup> Street. Most progressive communities around the country right now are up-zoning and raising their building heights so that they can solve issues with affordable housing, including minimizing the impacts on the infrastructure, transportation, and all things that lead to global warming. It's a little odd for our community to be considering to down-zone property. I'm sensitive to the idea that there are people wrapped up in the same community commercial (CC) zone that are in historic districts; and, for several years they have requested the City find a way to protect their neighborhood. I think you could find more broad support for a Zoning Map Amendment that is based on a mapping exercise rather than a blanket rezoning specific to certain areas.
2. It seems that the reduction in building height will reduce my property value by 25 percent. The reduction in building height could affect certain properties' developability, although 60 feet may be impractical on small properties.
3. The reduction in building height will make developing affordable housing on some sites a little more challenging.
4. A more appropriate approach to changing the zoning on properties would be based on an area-by-area and corridor-by-corridor analysis. Otherwise, a series of Prop 207 claims may result in a patchwork of 45-foot tall and 60-foot tall building allowances.
5. How does the existing traffic capacity of the streets, such as Humphreys and San Francisco, assist in addressing the Zoning Map's modification?

*Staff response: A street's existing traffic capacity may be considered as part of a Zoning Map Amendment. At this time, the street network capacity is not being utilized as a determining factor.*

6. Will the Neighborhood Community Commercial (NCC) zone be an opt-in zone?

*Staff Response: The zone is being proposed to be added to the Zoning Code. Where the zone will be located, and its application, opt-in or not, will be based on the City Council's direction.*

7. If a property is rezoned to the Neighborhood Community Commercial (NCC) zone, will they still have the ability to opt-in to their floating transect zone?

*Staff response: Yes, a property owner will still have the option of opting into the floating transect zone.*

**From:** Eve Ross <[everossaz@gmail.com](mailto:everossaz@gmail.com)>  
**Sent:** Thursday, July 2, 2020 3:34 PM  
**To:** CD Front Counter <[CDFrontCounter@flagstaffaz.gov](mailto:CDFrontCounter@flagstaffaz.gov)>  
**Subject:** Proposed Text Amendment to Zoning Code CC

I write to ask that my comments be read from the dais at the P& Z meeting considering amending the City of Flagstaff Zoning Code Community Commercial to Neighborhood Community Commercial by changing the maximum building height from 60 feet to 45 feet.

My comments are as follows:

We purchased our property many years ago in reliance on the zoning of CC and the 60ft height restriction. The property is commercial property and its assessed value has been based in part on the ability, under the zoning code, to increase the intensity of use by expanding the building footprint to 60 ft of height. This zoning code text change adversely impacts our ability to use the property as allowed under the current zoning code, which diminishes property value; we would regard such a change as a taking of partial value of the property.

This is not a situation where a zoning change that adversely impacts the neighborhood is being sought. Instead, every property owner is or could have been aware of the 60 ft height limitation via due diligence before purchasing.

When I served on the Regional Planning effort some years ago, the value of downtown density (infill) was repeatedly stressed because it was economical and sustainable. Downtown infrastructure is in place, downtown density reduces the need for sprawl and infrastructure extensions. New roadways, infrastructure, traffic and pollution are avoided by using downtown spaces to their utmost.

We are opposed to the proposed change to the text of the CC Zoning Code Text.  
Please do not hesitate to contact me if you have any questions.

Eve Ross  
[everossAz@gmail.com](mailto:everossAz@gmail.com)  
928.607.1778

**Cedar West Capital, LLC  
10 E. Dale Ave  
Flagstaff, AZ 86001**

July 21, 2020

Dan Symer  
Zoning Code Manager  
City of Flagstaff  
211 W. Aspen  
Flagstaff, AZ 86001

**RE: CC Zoning, Proposed Amendment**

I am the authorized member/spokesperson for Cedar West Capital, LLC.

Cedar West Capital owns two contiguous parcels of CC zoned property in east Flagstaff. (109-05-081-A; 109-05-001-G). This property is 6.6 acres and is currently developed as a shopping center. It is northeast of the intersection of Cedar Avenue and West Street.

This shopping center has worked well for 40 years. However, no one knows what the best use of the property will be in the future. There is a significant possibility that some day this property may be a high-rise office, housing, retail or even a campus like a hospital, medical facility.

This property is one of a handful of CC zoned properties located north of Forest/Cedar/Lockett. It is, by far, the largest.

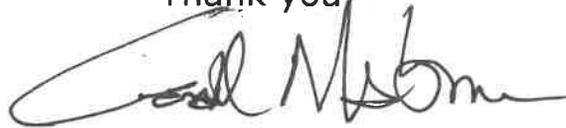
With this in mind, Cedar West objects to the proposed reduction in allowed height which would result from a change from CC to NCC zoning.

This property is large enough to handle a 60 foot high building quite easily. In that regard, it is one of the few properties in the area that could accommodate such a building. Therefore, the current 60 foot height allowance is a valuable entitlement of this property.

There are certainly CC parcels throughout the city that should be restricted to 45 feet. This property is not one of them.

If this property is re-zoned against our will we will seek a waiver of the height restriction or compensation for the loss in value.

Thank you

A handwritten signature in black ink, appearing to read "Gerald Nabours". The signature is fluid and cursive, with a large initial "G" and "N".

Gerald W. Nabours  
(928) 525-6128  
gnabours@gmail.com



July 9, 2020

*Via Regular Mail*

Dan Symer, AICP, Zoning Code Manager  
Planning and Developmental Services  
211 West Aspen Avenue  
Flagstaff, AZ 86001

RE: Zoning Code Amendment

I am the manager for D&L Property, LLC which owns property at 6 E. Dale Avenue, Flagstaff. I received a letter from the City indicating a zoning code text amendment (PZ 19-00123) and Map amendment (PZ 20-00211) for the property at the address.

First, I would like to request a copy of both of the proposed amendments.

Second, I absolutely oppose any amendment which would reduce or further restrict the development rights related to the property. This includes the proposed height restriction from 60 to 45 feet. Should any amendment pass restricting my vested development rights, I would either opt out (to the extent allowed, as the City usually allows) or bring an appropriate claim against the City for a regulatory taking by abrogating my vested development rights without compensation (i.e. prop 207 claim).

Sincerely,

A handwritten signature in blue ink, appearing to read "Tevis Reich".

Tevis Reich



## City Wide Public Survey

# 45-foot Building Height Maximum in the Northend, Southside, Sunnyside

July 22, 2020, 7:11 PM

### Contents

|      |                                 |   |
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| i.   | Summary of registered responses | 2 |
| ii.  | Survey questions                | 4 |
| iii. | Individual registered responses | 5 |

### 45-foot Building Height Maximum in the Northend, Southside, Sunnyside

The Community Commercial (CC) zone allows for a maximum building height of sixty (60) feet. Do you support changing the allowed height to forty-five (45) foot maximum building height in the Northend, Southside and/or Sunnyside neighborhoods?

## Summary Of Registered Responses

|  |                        |
|--|------------------------|
| <b>As of July 22, 2020, 7:11 PM, this forum had:</b> | <b>Topic Start</b>     |
| Attendees: 144                                       | June 23, 2020, 8:27 PM |
| Registered Responses: 60                             |                        |
| Hours of Public Comment: 4.2                         |                        |

### QUESTION 1

**Do you support changing the zoning designation of properties with the Community Commercial (CC) that allows a maximum building height of sixty (60) feet to the new Neighborhood Community Commercial (NCC) zone with a maximum building height of forty-five (45) feet?**

|         |  | %     | Count |
|---------|--|-------|-------|
| Yes     |  | 81.7% | 49    |
| No      |   | 16.7% | 10    |
| Neutral |   | 1.7%  | 1     |

### QUESTION 2

**What neighborhoods properties with the existing Community Commercial (CC) zone should be limited to forty-five (45) feet?**

|   |  | %     | Count |
|---|--|-------|-------|
| Northend, Southside, and Sunnyside properties   |  | 81.7% | 49    |
| Sunnyside properties only   |   | 1.7%  | 1     |
| No property should be limited to forty-five (45) feet. Keep the existing allowed sixty (60) feet. |   | 16.7% | 10    |

### 45-foot Building Height Maximum in the Northend, Southside, Sunnyside

The Community Commercial (CC) zone allows for a maximum building height of sixty (60) feet. Do you support changing the allowed height to forty-five (45) foot maximum building height in the Northend, Southside and/or Sunnyside neighborhoods?

#### QUESTION 3

**Do you support keeping certain properties that abut and/or are adjacent to commercial corridor streets, e.g. N Fourth St, E Cedar Ave etc, zoned Community Commercial (CC) with a maximum building height of sixty (60) feet?**

**(Please note that specific streets and properties have not been determined.)**

|         |   | %     | Count |
|---------|---|-------|-------|
| Yes     |  | 23.3% | 14    |
| No      |  | 68.3% | 41    |
| Neutral |  | 8.3%  | 5     |

#### QUESTION 4

**Do you have any additional comments that you would like to share with the City Staff, Planning and Zoning Commission and City Council?**

|          |    |
|----------|----|
| Answered | 43 |
| Skipped  | 17 |

## 45-foot Building Height Maximum in the Northend, Southside, Sunnyside

The Community Commercial (CC) zone allows for a maximum building height of sixty (60) feet. Do you support changing the allowed height to forty-five (45) foot maximum building height in the Northend, Southside and/or Sunnyside neighborhoods?

## Survey Questions

### QUESTION 1

**Do you support changing the zoning designation of properties with the Community Commercial (CC) that allows a maximum building height of sixty (60) feet to the new Neighborhood Community Commercial (NCC) zone with a maximum building height of forty-five (45) feet?**

- Yes
- No
- Neutral

### QUESTION 2

**What neighborhoods properties with the existing Community Commercial (CC) zone should be limited to forty-five (45) feet?**

- Northend, Southside, and Sunnyside properties
- Northend and Southside properties only
- Northend and Sunnyside properties only
- Southside and Sunnyside properties only
- Northend properties only
- Southside properties only
- Sunnyside properties only
- No property should be limited to forty-five (45) feet. Keep the existing allowed sixty (60) feet.

### QUESTION 3

**Do you support keeping certain properties that abut and/or are adjacent to commercial corridor streets, e.g. N Fourth St, E Cedar Ave etc, zoned Community Commercial (CC) with a maximum building height of sixty (60) feet?**

**(Please note that specific streets and properties have not been determined.)**

- Yes
- No
- Neutral

### QUESTION 4

**Do you have any additional comments that you would like to share with the City Staff, Planning and Zoning Commission and City Council?**

## 45-foot Building Height Maximum in the Northend, Southside, Sunnyside

The Community Commercial (CC) zone allows for a maximum building height of sixty (60) feet. Do you support changing the allowed height to forty-five (45) foot maximum building height in the Northend, Southside and/or Sunnyside neighborhoods?

## Individual Registered Responses

### Alan Perersen

inside City Limits

July 1, 2020, 5:06 AM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

Yes - large student housing projects such as the the Hub, and the Standard (I know some of the names have changed) are a visual blight in our community and should NEVER have been built as large as they are. They are a disgrace as was the process and zoning that allowed them.

### Name not shown

inside City Limits

July 1, 2020, 5:10 AM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

We are not Phoniex and do not need high rise properties. We have mountains and other beautiful views which have been destroyed by past codes. Let's get this right for we the people now.

### Name not available

inside City Limits

July 1, 2020, 6:01 AM

#### Question 1

- No

#### Question 2

- No property should be limited to forty-five (45) feet. Keep the existing allowed sixty (60) feet.

#### Question 3

- Neutral

#### Question 4

We need to support infill as a community and by reducing the size of the building will drastically reduce occupancy. 45 feet is only enough for 4 stories in areas where infill should be happening to help with the cost of housing. The community needs to understand that there are trade offs and if we are serious about affordable housing then we need. To let infill happen where it needs to.

### Name not shown

inside City Limits

July 1, 2020, 6:04 AM

#### Question 1

- No

#### Question 2

- No property should be limited to forty-five (45) feet. Keep the existing allowed sixty (60) feet.

#### Question 3

- Yes

#### Question 4

Question 2 doesn't allow a more nuanced answer. I don't want to see

## 45-foot Building Height Maximum in the Northend, Southside, Sunnyside

The Community Commercial (CC) zone allows for a maximum building height of sixty (60) feet. Do you support changing the allowed height to forty-five (45) foot maximum building height in the Northend, Southside and/or Sunnyside neighborhoods?

existing housing be demolished for large projects however in each of the areas there a great properties to allow 60 foot structures. For example, I support tall and dense redevelopment along 4th Street, the Bashas shopping center and sling the tracks East of San Fran to name a few. Density is the only way we will develop truely walkable neighborhoods, lack of housing and climate action.

---

### Melissa Felder

inside City Limits

July 1, 2020, 6:17 AM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

I think Flagstaff needs to decrease and limit all growth. There should not be high density housing at all.

If there does need to be some high density housing, it should be for low income and not to serve NAU.

What a shame to watch our sweet town grow at such a horrendous rate!

---

### Name not available

inside City Limits

July 1, 2020, 6:37 AM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- Yes

#### Question 4

No response

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### Name not shown

inside City Limits

July 1, 2020, 6:47 AM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

No response

---

### Name not shown

inside City Limits

July 1, 2020, 6:49 AM

#### Question 1

- Neutral

#### Question 2

- Sunnyside properties only

#### Question 3

- Yes

#### Question 4

No response

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### Name not shown

inside City Limits

## 45-foot Building Height Maximum in the Northend, Southside, Sunnyside

The Community Commercial (CC) zone allows for a maximum building height of sixty (60) feet. Do you support changing the allowed height to forty-five (45) foot maximum building height in the Northend, Southside and/or Sunnyside neighborhoods?

July 1, 2020, 6:56 AM

### Question 1

- Yes

### Question 2

- Northend, Southside, and Sunnyside properties

### Question 3

- No

### Question 4

The livability of our city is being diminished by the scale of buildings, lack of set backs from the sidewalk and inadequate parking requirements. Also, views of the Peaks and natural beauty are being eliminated. The development of our City should preserve beauty, not eliminate it.

---

### Name not shown

inside City Limits

July 1, 2020, 7:29 AM

### Question 1

- Yes

### Question 2

- Northend, Southside, and Sunnyside properties

### Question 3

- No

### Question 4

All this overdevelopment is stealing our views of where we live.

Despicable.

There are shadows from these monster buildings that create the formation of ice nearly year-long, causing significant dangers to all travelers, all of us.

I truly hope that all, yes all, of these out of town, out of state developers go bankrupt and the units are seized and turned into low income housing.

It's way past time to stop giving developers exemptions from full taxes,

modification to parking and occupancy rules. It's time for all new projects to demonstrate that they have independent water sources, and solid plans for reducing congestion. Any one of these errors should and shall cancel all permits to build anything. Stop coddling developers. There should be an end to corporate welfare; require developers to pay the full cost of their intrusion and to act to reduce (not add to) congestion, traffic, water and sewage issues, and cancer cell ideology growth.

---

### Name not shown

inside City Limits

July 1, 2020, 7:57 AM

### Question 1

- Yes

### Question 2

- Northend, Southside, and Sunnyside properties

### Question 3

- Neutral

### Question 4

The reason I support changing the maximum building height to 45 feet is that:

1) The San Francisco Peaks, it's beautiful and it's the view that all Flagstaff residents love to see. Lowering the maximum building heights will allow us and future generations to see more mountain views instead of building views. We have something special here worth protecting. Once it's gone, it's gone.

2) Taller buildings mean higher density; more parking will be needed, more water will be needed, and there will be more traffic in these three already congested areas.

---

### Name not available

inside City Limits

July 1, 2020, 8:00 AM

### Question 1

- Yes

### Question 2

## 45-foot Building Height Maximum in the Northend, Southside, Sunnyside

The Community Commercial (CC) zone allows for a maximum building height of sixty (60) feet. Do you support changing the allowed height to forty-five (45) foot maximum building height in the Northend, Southside and/or Sunnyside neighborhoods?

- Northend, Southside, and Sunnyside properties

### Question 3

- Yes

### Question 4

We all love the views our city has of the peaks and Elden but we need to be able to house the members of our community affordably and safely. Allowing the 60ft limit to remain will jeopardize some views but the benefit of true high density housing outweighs some views being obscured. Planning for these high buildings should be strategic to minimize the visual impact caused by their construction, but it's the right thing to do to allow for more vertical infill within our city.

---

### Wade Thorson

inside City Limits

July 1, 2020, 8:06 AM

### Question 1

- Yes

### Question 2

- Northend, Southside, and Sunnyside properties

### Question 3

- No

### Question 4

No neighborhood should have to endure an oversized out of character building next door. It harbors resentment and ire toward developers and city planning entities. Citizens in large part should not be at the odds of the entities that serve them.

---

### Name not shown

inside City Limits

July 1, 2020, 8:20 AM

### Question 1

- Yes

### Question 2

- Northend, Southside, and Sunnyside properties

### Question 3

- Neutral

### Question 4

No response

---

### Jackie Thomas

inside City Limits

July 1, 2020, 8:39 AM

### Question 1

- Yes

### Question 2

- Northend, Southside, and Sunnyside properties

### Question 3

- No

### Question 4

AS a cyclist, the taller the buildings next to thoroughfare roads, the greater the chance of ice on the roads all winter due to the shadowing. I noticed on immediate change after the Radisson hotel went up downtown. I suspect the new Courthouse will do the same to Beaver. In addition, the viewsheds are being dramatically impacted by the 3+story building going in on Butler now. And the Hub also impacted what we can see. Those skylines views are a very important part of the beauty of Flagstaff but also provide the distant view that is important for sanity. I also noticed how the Barnes and Nobel store changed what we can see.

---

### Name not available

inside City Limits

July 1, 2020, 8:44 AM

### Question 1

- Yes

### 45-foot Building Height Maximum in the Northend, Southside, Sunnyside

The Community Commercial (CC) zone allows for a maximum building height of sixty (60) feet. Do you support changing the allowed height to forty-five (45) foot maximum building height in the Northend, Southside and/or Sunnyside neighborhoods?

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

let's keep this city in harmony with its beautiful natural setting and not make a metropolis out of it. High-rises belong in large cities, not in bucolic Flagstaff.

#### L. Reuter

inside City Limits

July 1, 2020, 8:47 AM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

Please reduce height and density of development and keep FILG from becoming PHX. Too many huge developments. Soon to be known as NauTown

#### Name not shown

inside City Limits

July 1, 2020, 8:48 AM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- Yes

#### Question 4

No response

#### Name not shown

inside City Limits

July 1, 2020, 8:52 AM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

The quality of this mountain town needs to be preserved by allowing the view of the natural surroundings as much as possible. 45 feet height is a good balance between needing to allow growth and keeping the small town feel of Flagstaff. Folks don't choose to live here or visit here - to feel like they never left Urban environments.

#### Name not shown

inside City Limits

July 1, 2020, 9:35 AM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

## 45-foot Building Height Maximum in the Northend, Southside, Sunnyside

The Community Commercial (CC) zone allows for a maximum building height of sixty (60) feet. Do you support changing the allowed height to forty-five (45) foot maximum building height in the Northend, Southside and/or Sunnyside neighborhoods?

### Question 4

No response

---

### Matt Mitchell

inside City Limits

July 1, 2020, 9:47 AM

#### Question 1

- No

#### Question 2

- No property should be limited to forty-five (45) feet. Keep the existing allowed sixty (60) feet.

#### Question 3

- Yes

#### Question 4

I do not understand the conflict with building height to match our existing Native Ponderosa Pine tree heights. We are surrounded by public lands. One must walk less than a mile in any direction to gain a vast view of the horizon. We are limited geographically to grow our town, plus any fans of cheaply developed urban sprawl need not travel more than 100 miles south to experience the beauty of that disaster. I like the phrase "Flagstaff its time to grow up; we don't have the option to grow out". I watched a movie on Architecture years ago when I was a student in college, which pointed out how the most important things to a community could be seen from their skyline and tallest building. Long ago it was a church steeple, then shifted to Court Houses being the tallest, and sometime during the 80 & 90s it was Banks and corporate building. Currently in Flagstaff our tallest building is the BANK south of the county court house. I would like to envision in the future Flagstaffs tallest building be an affordable house type structure that would send the message to outside visitors that people are the focus of are community, not self centered private home owners that care more about their bathroom window view, then the homeless living in their back alley. I feel building height is a waste of our planning and zoning commission and Councils time and energy. We have far more important issues to discuss. I don't see this as something that is broken.

---

### Name not shown

inside City Limits

July 1, 2020, 10:30 AM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

They should all be reduced to 45 feet.

---

### Mike Purcell

inside City Limits

July 1, 2020, 10:44 AM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

This should have been done years ago !!!

---

### Name not shown

inside City Limits

July 1, 2020, 10:46 AM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

### 45-foot Building Height Maximum in the Northend, Southside, Sunnyside

The Community Commercial (CC) zone allows for a maximum building height of sixty (60) feet. Do you support changing the allowed height to forty-five (45) foot maximum building height in the Northend, Southside and/or Sunnyside neighborhoods?

#### Question 3

- No

#### Question 4

Anything that can be done to reduce the height / size of the buildings in Flagstaff would have my support. The scale of recent buildings in the city is frankly disgusting.

#### Ed Dunn

inside City Limits

July 1, 2020, 10:50 AM

#### Question 1

- No

#### Question 2

- No property should be limited to forty-five (45) feet. Keep the existing allowed sixty (60) feet.

#### Question 3

- Yes

#### Question 4

It would go against the recently passed climate change resolution to decrease density. Higher density is environmentally sound way to decrease carbon footprint because mass transit and walkability work better. Social justice and citizen involvement work better when folks are able to interact more in densely populated neighborhoods. I'm not talking about NYC style but a plan with a lot of green space for people and less cars. Beauty should be the guiding principle in design, not ugliness like the Hub. If the city or a citizen group could acquire land and hold competitions for development that meet our climate goals, places of people and beautification we would see a very positive change. As for peak views, a 45' building does not do a better job than a 60' building. I can't see the peaks from any point on my property and I live in a neighborhood of single story homes.

#### Name not shown

inside City Limits

July 1, 2020, 11:05 AM

#### Question 1

- No

#### Question 2

- No property should be limited to forty-five (45) feet. Keep the existing allowed sixty (60) feet.

#### Question 3

- Neutral

#### Question 4

No response

#### Name not available

inside City Limits

July 1, 2020, 11:16 AM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

Flagstaff isn't a metropolis & we don't need to turn our neighborhoods into one. Although these areas are Zoned Community Commercial they are still primarily Neighborhoods where people live, 1st and commercial 2nd. Allowing 60 foot/6 story buildings to infiltrate these areas, in my opinion, will diminish the quality of life for the residents of these neighborhoods rather than improve it. Yes, Flagstaff needs affordable housing, but #1. is that what developers would Really build with the freedom of 60'? Or would the door be swung wide open for more over-priced NAU student housing projects to infect the rest of the Southside & spread to the Northend? #2. Do we need to eliminate one of the primary reasons people choose to live in Flagstaff...the views of the mountains?

#### Name not available

## 45-foot Building Height Maximum in the Northend, Southside, Sunnyside

The Community Commercial (CC) zone allows for a maximum building height of sixty (60) feet. Do you support changing the allowed height to forty-five (45) foot maximum building height in the Northend, Southside and/or Sunnyside neighborhoods?

outside City Limits  
July 1, 2020, 11:42 AM

### Question 1

- Yes

### Question 2

- Northend, Southside, and Sunnyside properties

### Question 3

- No

### Question 4

Taller building ruin Flagstaff.

---

## KEN PHILLIPS

inside City Limits  
July 1, 2020, 11:44 AM

### Question 1

- Yes

### Question 2

- Northend, Southside, and Sunnyside properties

### Question 3

- Yes

### Question 4

The proliferation of high occupancy "podium construction" multi-story buildings is now a blight on the Flagstaff community. The ground floor retail spaces go unoccupied. These have been built to support off-campus housing for NAU students, along high traffic corridors creating additional congestion. Stop this repeated mistake. Make NAU build on-campus housing and/or limit their enrollment. This is a vicious circle of development that only supports the University.

---

**Uncle Don Fanning**  
inside City Limits

July 1, 2020, 12:28 PM

### Question 1

- Yes

### Question 2

- Northend, Southside, and Sunnyside properties

### Question 3

- Neutral

### Question 4

The only reason I marked the last question as "neutral" is that I do not understand its wording and intention. The footprints of these three districts are still \*WAY\* too large as is even the amended 45 foot building height limitation. Just because I did not tag some questions as neutral does not mean that I support either the 45 or 60 foot height limit or the zoning footprints which put districts within the CC zone. A more community scale height limit is 35 feet and no more than three stories in height. Existing residential and small business/small profile character styled blocks must be removed from CC zoning entirely so that the character of the community does not continue to be altered in a negative fashion. My support for elected and appointed officials continues to degrade when equally untenable alternatives such as the above are repeatedly presented in a T.I.N.A. ("There is no alternative.") way.

---

## Sherman Stephens

inside City Limits  
July 1, 2020, 12:57 PM

### Question 1

- Yes

### Question 2

- Northend, Southside, and Sunnyside properties

### Question 3

- Yes

### Question 4

## 45-foot Building Height Maximum in the Northend, Southside, Sunnyside

The Community Commercial (CC) zone allows for a maximum building height of sixty (60) feet. Do you support changing the allowed height to forty-five (45) foot maximum building height in the Northend, Southside and/or Sunnyside neighborhoods?

The more residential an area is, the more important it is to preserve a low density residential. It is important to not revert to previous height guidelines to allow an already taller building, or commercial development to encroach on the surrounding neighborhood.

---

### Name not shown

inside City Limits

July 1, 2020, 12:57 PM

#### Question 1

- No

#### Question 2

- No property should be limited to forty-five (45) feet. Keep the existing allowed sixty (60) feet.

#### Question 3

- Yes

#### Question 4

This looks like a solution in search of a problem. Everything about it strikes me as arbitrary. Why change the height limit for buildings in this area? If we reduce the height limit, why change it to 45 feet instead of 50 feet or 55 feet? The impact of any such change will likely be to increase the cost of housing per dwelling unit, or the cost per square foot for commercial space. Does Flagstaff really need more expensive property? The purpose of these changes can't be to preserve views, because there are no meaningful views remaining in these developed areas. If there are existing viewsheds to be preserved, why not define them and focus an ordinance on them. At least that would have a meaningful effect, although it would also result in more expensive property. Instead, I would like to see the Staff and Council really buckle down to the task of proposing an ordinance that would permit development of more affordable owner-occupied housing in Flagstaff. The proposed zoning amendment will have the opposite effect,

---

### Name not available

inside City Limits

July 1, 2020, 1:44 PM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

Stop building for NAU and not considering the impact on the lifelong resident population

---

### Name not shown

inside City Limits

July 1, 2020, 2:07 PM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

No response

---

### Name not shown

inside City Limits

July 1, 2020, 2:18 PM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

## 45-foot Building Height Maximum in the Northend, Southside, Sunnyside

The Community Commercial (CC) zone allows for a maximum building height of sixty (60) feet. Do you support changing the allowed height to forty-five (45) foot maximum building height in the Northend, Southside and/or Sunnyside neighborhoods?

- No

### Question 4

No response

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### Name not available

inside City Limits

July 1, 2020, 4:02 PM

### Question 1

- Yes

### Question 2

- Northend, Southside, and Sunnyside properties

### Question 3

- No

### Question 4

No response

---

### Name not shown

inside City Limits

July 1, 2020, 7:53 PM

### Question 1

- Yes

### Question 2

- Northend, Southside, and Sunnyside properties

### Question 3

- No

### Question 4

No response

### Jose Dominguez

inside City Limits

July 1, 2020, 7:59 PM

### Question 1

- Yes

### Question 2

- Northend, Southside, and Sunnyside properties

### Question 3

- No

### Question 4

I would like to see all areas of Flagstaff that currently allow the 60' to be changed to the 45' max

---

### Name not shown

inside City Limits

July 1, 2020, 10:46 PM

### Question 1

- Yes

### Question 2

- Northend, Southside, and Sunnyside properties

### Question 3

- No

### Question 4

Stop allowing buildings higher than 45 feet or three stories. It's absolutely disgusting that you've allowed so many tall, worthless buildings to be built. It's even worse that the reason they are built is to support the University which is not supporting Flagstaff. If we wanted to live in a big urban town we would. The only reason people want this town to grow so much is because they're greedy. We're not under some sort of moral obligation to build a bunch of crappy buildings so more people can move here.

### 45-foot Building Height Maximum in the Northend, Southside, Sunnyside

The Community Commercial (CC) zone allows for a maximum building height of sixty (60) feet. Do you support changing the allowed height to forty-five (45) foot maximum building height in the Northend, Southside and/or Sunnyside neighborhoods?

#### Name not available

inside City Limits

July 2, 2020, 1:45 PM

##### Question 1

- No

##### Question 2

- No property should be limited to forty-five (45) feet. Keep the existing allowed sixty (60) feet.

##### Question 3

- No

##### Question 4

Flagstaff has become a true city with its population. The city has run out of land to support the population so the only possible with to expand is to allow skyscrapers to be built. I would say that 60 feet will work for now but Flagstaff may need to change the limits to more than 100 feet.

---

#### Brittain Davis

inside City Limits

July 2, 2020, 2:25 PM

##### Question 1

- No

##### Question 2

- No property should be limited to forty-five (45) feet. Keep the existing allowed sixty (60) feet.

##### Question 3

- Yes

##### Question 4

I would rather see infill with taller multifamily and commercial developments than look to expanding development outward.

---

#### Name not available

inside City Limits

July 2, 2020, 5:21 PM

##### Question 1

- Yes

##### Question 2

- Northend, Southside, and Sunnyside properties

##### Question 3

- No

##### Question 4

No response

---

#### Name not shown

inside City Limits

July 3, 2020, 8:24 AM

##### Question 1

- Yes

##### Question 2

- Northend, Southside, and Sunnyside properties

##### Question 3

- Yes

##### Question 4

60' height for N Fourth Street, because it's already all commercial. 45' height for all of the other areas currently zoned CC.

---

#### Name not available

inside City Limits

July 3, 2020, 11:30 AM

##### Question 1

### 45-foot Building Height Maximum in the Northend, Southside, Sunnyside

The Community Commercial (CC) zone allows for a maximum building height of sixty (60) feet. Do you support changing the allowed height to forty-five (45) foot maximum building height in the Northend, Southside and/or Sunnyside neighborhoods?

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

No response

---

**Name not shown**  
inside City Limits  
July 4, 2020, 3:55 PM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

No response

---

**Name not available**  
inside City Limits  
July 5, 2020, 5:12 PM

#### Question 1

- No

#### Question 2

- No property should be limited to forty-five (45) feet. Keep the existing allowed sixty (60) feet.

#### Question 3

- Yes

#### Question 4

The community made a decision during the regional planning process to grow up not out. All the affordable housing talk while bagging density/tall buildings is double talk and childish. Its time for a staff and council that can make the hard trade off decisions this commitment entails. Every action currently contemplated by council increases the cost of housing in FLG. Go learn from Bend, OR where they are increasing density. Who can see the peaks with a 45' neighbor but not a 60' neighbor? You don't get views and affordable housing. You have to choose, rather the owner of the property owner chooses. This is the USA, we have private ownership not central planners. Municipal governments are the great equalizers and they are not HOA's. When they act as such, we get sued and it's then the citizens paying the settlements, not the officials who have long since moved on to other goals.

---

**Name not shown**  
inside City Limits  
July 8, 2020, 7:17 AM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

Other than Milton Ave and portion W. Rt 66 corridor, keep citywide building heights at 45'. I support the reduction to 45' in DT, but why would City think it appropriate to pose 45' limits in DT and then allow for 60' in eastside corridor area (Cedar/N 4th) that abuts established neighborhoods that actually have semi-affordable single family homes and schools. Seems like this proposed zoning policy favors protecting wealthy DT neighborhood property owners from congested high density development but encourages this type of development to take place adjacent to lower socio-economic area of town. What the heck will be use of a strip of 60' buildings? Commercial? Residential? Fewer people in future will be working in an office and most people that grow roots here

## 45-foot Building Height Maximum in the Northend, Southside, Sunnyside

The Community Commercial (CC) zone allows for a maximum building height of sixty (60) feet. Do you support changing the allowed height to forty-five (45) foot maximum building height in the Northend, Southside and/or Sunnyside neighborhoods?

would prefer to raise a family in a home not a crammed apartment.

---

### Name not shown

inside City Limits

July 8, 2020, 7:38 AM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

The value of Flagstaff is the nature and wild lands. The taller structures obstruct views from everyone.

---

### Name not shown

inside City Limits

July 9, 2020, 9:36 AM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

Clearly there is a balance sought between limiting sprawl and Flagstaff's image of a town nestled in the forests and mountains that residents and visitors appreciate and treasure. Views are part of that image and everyday experience if even subliminal. This code change will help a little in years to come.

### Marc Murison

inside City Limits

July 9, 2020, 10:57 AM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

60-foot building heights are destroying the fundamental character of Flagstaff. If we want Flagstaff to be the charming, beautiful, welcoming city that we love, building heights \*must\* be reduced. Five storeys is utterly absurd and cannot be made to look anything but horrible; it is a destructive blight on our city. Four storeys, if well done, can work more or less harmoniously \*in certain places\*. Three storeys is much, much more generally acceptable and consistent with longstanding Flagstaff identity and character.

---

### Name not shown

inside City Limits

July 9, 2020, 12:58 PM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

The north Bashes area should be kept at 60 ft.

### 45-foot Building Height Maximum in the Northend, Southside, Sunnyside

The Community Commercial (CC) zone allows for a maximum building height of sixty (60) feet. Do you support changing the allowed height to forty-five (45) foot maximum building height in the Northend, Southside and/or Sunnyside neighborhoods?

**Name not available**  
outside City Limits  
July 9, 2020, 3:03 PM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

No response

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**Name not available**  
inside City Limits  
July 11, 2020, 3:08 PM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

First, at this time 60' buildings in Flagstaff would not be medium height. They are tall so your language is possibly leaning toward where the City wants the community character to GO, not where we are (though the buildings are quickly getting tall, which no one is happy to see rather than the Peaks). The survey questions seem to imply that there will be blanket determinations, which is not a proper approach as areas differ. The character of existing residential areas need to be taken into consideration. People live in these residential areas and residents' quality of life needs to be respected. I doubt people want their neighborhood urbanized with buildings built to the sidewalk, taller than the

neighborhood character, less green space, etc. Your area designations include parts of the area called "Townsite" as "Northend," which is not accurate and so can be misleading. There is also no mention of the Townsite Historic Overlay which limits height in the included "commercial" areas, so that is inaccurate--unless the City is changing the Overlay without property owner knowledge and permission.

---

**Charlie Silver**  
inside City Limits  
July 11, 2020, 3:11 PM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

This proposed reduction in building height is long overdue. Thank you for listening and figuring out a way to act. I am in full support.

---

**Name not shown**  
inside City Limits  
July 12, 2020, 1:22 PM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

No response

## 45-foot Building Height Maximum in the Northend, Southside, Sunnyside

The Community Commercial (CC) zone allows for a maximum building height of sixty (60) feet. Do you support changing the allowed height to forty-five (45) foot maximum building height in the Northend, Southside and/or Sunnyside neighborhoods?

### marcus ford

inside City Limits

July 15, 2020, 5:42 PM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

No response

### April Smith

inside City Limits

July 15, 2020, 6:55 PM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

The 60' height limit should be changed to 45' where ever that limit was established by code. Lower building heights are in keeping with Flagstaff architectural standards. If I had my way no buildings over 2 stories would be permitted in perpetuity throughout the entire town of Flagstaff. Failing the control to enact my wishes NO BUILDINGS OVER 45' PERMITTED IN PERPETUITY THROUGHOUT OUR TOWN. This should be written so that no "Executive Order" emanating from ANY city government entity could override this limit. This should be written so NO entity from AZ state government could override this limit. You know the state will try to control local autonomy on this issue-their need to control dissenting

governing voices from local town governments is to be recognized and responded to on a "pre-need" basis. Remember the plastic bag ban and Phx dictates on that issue? Take heed.

### Name not shown

inside City Limits

July 20, 2020, 2:53 PM

#### Question 1

- Yes

#### Question 2

- Northend, Southside, and Sunnyside properties

#### Question 3

- No

#### Question 4

I agree with the statement above that there should be "NO BUILDINGS OVER 45' PERMITTED IN PERPETUITY THROUGHOUT OUR TOWN." We are quickly losing Flagstaff's character. We should be thinking about beauty and how buildings fit into their surroundings when we think about developments. It's unforgivable to plunk something like the Hub into a neighborhood of small, family homes. Not only is it WAY out of scale, but introducing all those students into a neighborhood is just wrong. No more catering to NAU by rezoning properties for student housing.

### Name not shown

inside City Limits

July 21, 2020, 5:04 PM

#### Question 1

- No

#### Question 2

- No property should be limited to forty-five (45) feet. Keep the existing allowed sixty (60) feet.

#### Question 3

## 45-foot Building Height Maximum in the Northend, Southside, Sunnyside

The Community Commercial (CC) zone allows for a maximum building height of sixty (60) feet. Do you support changing the allowed height to forty-five (45) foot maximum building height in the Northend, Southside and/or Sunnyside neighborhoods?

- Yes

5 or T-6, could simply choose transect zoning and still build to 60 feet. I think that the city should include the possibility of limiting T-5 and T-6 heights if any properties zoned that way are in potential Neighborhood Community Commercial area. More information is needed to truly understand the impacts of a new zone and lower height limit.

### Question 4

It seems that the main arguments in support of such a change largely come down to wanting to maintain privileges for some (views, subjective notions of urban beauty) at the expense of basic affordable accommodations for our poorest residents, along with animosity toward the understandably callous NAU growth. Given current developments, the latter issue is unlikely to persist (enrollment is dropping and for the short-term, more students will be attending remotely), so this really will only perpetuate the social injustices that are the true blight to our town.

---

### Rick Moore

inside City Limits

July 22, 2020, 12:42 PM

### Question 1

- Yes

### Question 2

- Northend, Southside, and Sunnyside properties

### Question 3

- No

### Question 4

I strongly support creating a Neighborhood Community Commercial zone with a 45' height limit. Much of the Community Commercial Zone was created when older homes were not nearly as highly valued as they are today and it makes sense to develop a new zone that helps protect their value as residences that are not surrounded by towering multi-family buildings.

I agree that infill is important from a walkability and climate change perspective. However, there are certain areas of our community with historic/traditional neighborhood character that need to be preserved and the Neighborhood Community Commercial zone would help do that.

I'd also like to suggest that the city planning staff develop maps that show how ALL zoning applies to the Community Commercial and the potential Neighborhood Commercial Community zones. For instance, some of the Community Commercial zone is also subject to Transect Zoning, including T-5 and T-6 zones, which allow building to 60 feet. A developer with a property in a Community Commercial zone that is also zoned as T-



# North End Property Owner Survey

## 45-foot Building Height Maximum on Your Property in North End

July 22, 2020, 7:29 PM

### Contents

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| i.   | Summary of responses | 2 |
| ii.  | Survey questions     | 4 |
| iii. | Individual responses | 5 |

Topic Registration Type: No registration

### 45-foot Building Height Maximum on Your Property in North End

Your property is zoned Community Commercial (CC), which allows for a maximum building height of sixty (60) feet. Do you support a forty-five (45) foot maximum building height on your property in the North End neighborhood?

## Summary Of Responses

Topic Registration Type: No registration

|  |                        |
|--|------------------------|
| <b>As of July 22, 2020, 7:29 PM, this forum had:</b> | <b>Topic Start</b>     |
| Attendees: 15  | June 25, 2020, 9:41 PM |
| Responses: 3   |                        |
| Minutes of Public Comment: 9                         |                        |

#### QUESTION 1

**Do you support the proposed Community Commercial Neighborhood (CCN) zone with a maximum building height of forty-five (45) feet?**

|    |  | <b>%</b> | <b>Count</b> |
|----|--|----------|--------------|
| No |  | 100.0%   | 3            |

#### QUESTION 2

**Do you support changing the zoning designation of your property from Community Commercial (CC) with a maximum building height of sixty (60) feet to the new Community Commercial Neighborhood (CCN) zone with a maximum building height of forty-five (45) feet?**

|    |  | <b>%</b> | <b>Count</b> |
|----|--|----------|--------------|
| No |  | 100.0%   | 3            |

#### QUESTION 3

**What is the current use of your property?**

|            |  | <b>%</b> | <b>Count</b> |
|------------|--|----------|--------------|
| Commercial |  | 100.0%   | 3            |

**45-foot Building Height Maximum on Your Property in North End**

Your property is zoned Community Commercial (CC), which allows for a maximum building height of sixty (60) feet. Do you support a forty-five (45) foot maximum building height on your property in the North End neighborhood?

QUESTION 4

**Do you have any additional comments that you would like to share with the City Staff, Planning and Zoning Commission and City Council?**

|          |   |
|----------|---|
| Answered | 2 |
| Skipped  | 1 |

## 45-foot Building Height Maximum on Your Property in North End

Your property is zoned Community Commercial (CC), which allows for a maximum building height of sixty (60) feet. Do you support a forty-five (45) foot maximum building height on your property in the North End neighborhood?

## Survey Questions

### QUESTION 1

**Do you support the proposed Community Commercial Neighborhood (CCN) zone with a maximum building height of forty-five (45) feet?**

- Yes
- No
- Neutral

### QUESTION 2

**Do you support changing the zoning designation of your property from Community Commercial (CC) with a maximum building height of sixty (60) feet to the new Community Commercial Neighborhood (CCN) zone with a maximum building height of forty-five (45) feet?**

- Yes
- No
- Neutral

### QUESTION 3

**What is the current use of your property?**

- Residential
- Commercial
- Mixed-use (Commercial and Residential)
- Vacant Lot (Undeveloped)
- Other

### QUESTION 4

**Do you have any additional comments that you would like to share with the City Staff, Planning and Zoning Commission and City Council?**

## 45-foot Building Height Maximum on Your Property in North End

Your property is zoned Community Commercial (CC), which allows for a maximum building height of sixty (60) feet. Do you support a forty-five (45) foot maximum building height on your property in the North End neighborhood?

## Individual Responses

Topic Registration Type: No registration

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### Name not available

July 1, 2020, 12:51 PM

#### Question 1

- No

#### Question 2

- No

#### Question 3

- Commercial

#### Question 4

The proposed zoning change limits what we can do with the property thus reducing its value.

---

### Name not available

July 2, 2020, 3:11 PM

#### Question 1

- No

#### Question 2

- No

#### Question 3

- Commercial

#### Question 4

I oppose this change. When I served on the REgional Planning effort a number of years ago, the value of "infill" was repeatedly stressed - to make maximum use of existing infrastructure, and to prevent sprawl and attendant costs of roads, infrastructure extensions, and wider roadways. Limiting building height reduces the density of urban property use and is inappropriate for the reasons stated above. All properties in this area were purchased with knowledge of the 60 ft height and therefore it would

be a taking to reduce the height, as well as counter to the principle of denser downtown development, to make this change. The city does not need to court expensive litigation on this matter. I oppose this change.

---

### Name not available

July 4, 2020, 10:42 AM

#### Question 1

- No

#### Question 2

- No

#### Question 3

- Commercial

#### Question 4

No response



# Sunnyside Property Owner Survey

## 45-foot Building Height Maximum on Your Property in Sunnyside

July 22, 2020, 7:36 PM

### Contents

|      |                      |   |
|------|----------------------|---|
| i.   | Summary of responses | 2 |
| ii.  | Survey questions     | 4 |
| iii. | Individual responses | 5 |

Topic Registration Type: No registration

## 45-foot Building Height Maximum on Your Property in Sunnyside

Your property is zoned Community Commercial (CC), which allows for a maximum building height of sixty (60) feet. Do you support a forty-five (45) foot maximum building height on your property in the Sunnyside neighborhood?

## Summary Of Responses

Topic Registration Type: No registration

|  |                        |
|--|------------------------|
| <b>As of July 22, 2020, 7:36 PM, this forum had:</b> | <b>Topic Start</b>     |
| Attendees: 18  | June 25, 2020, 9:43 PM |
| Responses: 6   |                        |
| Minutes of Public Comment: 18                        |                        |

### QUESTION 1

**Do you support the proposed Community Commercial Neighborhood (CCN) zone with a maximum building height of forty-five (45) feet?**

|     |  | %     | Count |
|-----|--|-------|-------|
| Yes |  | 83.3% | 5     |
| No  |   | 16.7% | 1     |

### QUESTION 2

**Do you support changing the zoning designation of your property from Community Commercial (CC) with a maximum building height of sixty (60) feet to the new Community Commercial Neighborhood (CCN) zone with a maximum building height of forty-five (45) feet?**

|     |  | %     | Count |
|-----|--|-------|-------|
| Yes |  | 83.3% | 5     |
| No  |   | 16.7% | 1     |

### QUESTION 3

**What is the current use of your property?**

### 45-foot Building Height Maximum on Your Property in Sunnyside

Your property is zoned Community Commercial (CC), which allows for a maximum building height of sixty (60) feet. Do you support a forty-five (45) foot maximum building height on your property in the Sunnyside neighborhood?



#### QUESTION 4

**Do you have any additional comments that you would like to share with the City Staff, Planning and Zoning Commission and City Council?**

|          |   |
|----------|---|
| Answered | 2 |
| Skipped  | 4 |

## 45-foot Building Height Maximum on Your Property in Sunnyside

Your property is zoned Community Commercial (CC), which allows for a maximum building height of sixty (60) feet. Do you support a forty-five (45) foot maximum building height on your property in the Sunnyside neighborhood?

## Survey Questions

### QUESTION 1

**Do you support the proposed Community Commercial Neighborhood (CCN) zone with a maximum building height of forty-five (45) feet?**

- Yes
- No
- Neutral

### QUESTION 2

**Do you support changing the zoning designation of your property from Community Commercial (CC) with a maximum building height of sixty (60) feet to the new Community Commercial Neighborhood (CCN) zone with a maximum building height of forty-five (45) feet?**

- Yes
- No
- Neutral

### QUESTION 3

**What is the current use of your property?**

- Residential
- Commercial
- Mixed-use (Commercial and Residential)
- Vacant Lot (Undeveloped)
- Other

### QUESTION 4

**Do you have any additional comments that you would like to share with the City Staff, Planning and Zoning Commission and City Council?**

## 45-foot Building Height Maximum on Your Property in Sunnyside

Your property is zoned Community Commercial (CC), which allows for a maximum building height of sixty (60) feet. Do you support a forty-five (45) foot maximum building height on your property in the Sunnyside neighborhood?

## Individual Responses

Topic Registration Type: No registration

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### Name not available

June 30, 2020, 2:55 PM

#### Question 1

- Yes

#### Question 2

- Yes

#### Question 3

- Residential

#### Question 4

No response

---

### Name not available

July 2, 2020, 5:14 PM

#### Question 1

- No

#### Question 2

- No

#### Question 3

- Commercial

#### Question 4

No response

---

### Name not available

July 2, 2020, 7:00 PM

#### Question 1

- Yes

#### Question 2

- Yes

#### Question 3

- Residential

#### Question 4

Is building height the only change?

---

### Name not available

July 3, 2020, 8:38 AM

#### Question 1

- Yes

#### Question 2

- Yes

#### Question 3

- Residential

#### Question 4

No response

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### Name not available

July 3, 2020, 10:01 AM

#### Question 1

- Yes

#### Question 2

- Yes

### 45-foot Building Height Maximum on Your Property in Sunnyside

Your property is zoned Community Commercial (CC), which allows for a maximum building height of sixty (60) feet. Do you support a forty-five (45) foot maximum building height on your property in the Sunnyside neighborhood?

#### Question 3

- Mixed-use (Commercial and Residential)

#### Question 4

60' always seemed pretty tall for this area. I think that there should be an exemption for current owners who would want to exercise the right to build that high, but it should not be transferred to future owners. For the record, my property is built, and well under 45', so this doesn't affect me personally. After seeing some of the buildings that have gone up on the West side of town, it doesn't seem like structures of that size are a good fit for the Sunnyside area.

---

#### Name not available

July 19, 2020, 8:55 AM

#### Question 1

- Yes

#### Question 2

- Yes

#### Question 3

- Residential

#### Question 4

No response



# Southside Property Owner Survey

## 45-foot Building Height Maximum on Your Property in Southside

July 22, 2020, 7:41 PM

### Contents

|      |                      |   |
|------|----------------------|---|
| i.   | Summary of responses | 2 |
| ii.  | Survey questions     | 3 |
| iii. | Individual responses | 4 |

Topic Registration Type: No registration

## 45-foot Building Height Maximum on Your Property in Southside

Your property is zoned Community Commercial (CC), which allows for a maximum building height of sixty (60) feet. Do you support a forty-five (45) foot maximum building height on your property in the Southside neighborhood?

## Summary Of Responses

Topic Registration Type: No registration

| As of July 22, 2020, 7:41 PM, this forum had: |    | Topic Start            |
|---|----|------------------------|
| Attendees:                                    | 12 | June 25, 2020, 9:45 PM |
| Responses:                                    | 0  |                        |
| Minutes of Public Comment:                    | 0  |                        |

### QUESTION 1

**Do you support the proposed Community Commercial Neighborhood (CCN) zone with a maximum building height of forty-five (45) feet in the Southside neighborhood?**

No response

### QUESTION 2

**Do you support changing the zoning designation of your property from Community Commercial (CC) with a maximum building height of sixty (60) feet to the new Community Commercial Neighborhood (CCN) zone with a maximum building height of forty-five (45) feet?**

No response

### QUESTION 3

**What is the current use of your property?**

No response

### QUESTION 4

**Do you have any additional comments that you would like to share with the City Staff, Planning and Zoning Commission and City Council?**

No response

## 45-foot Building Height Maximum on Your Property in Southside

Your property is zoned Community Commercial (CC), which allows for a maximum building height of sixty (60) feet. Do you support a forty-five (45) foot maximum building height on your property in the Southside neighborhood?

## Survey Questions

### QUESTION 1

**Do you support the proposed Community Commercial Neighborhood (CCN) zone with a maximum building height of forty-five (45) feet in the Southside neighborhood?**

- Yes
- No
- Neutral

### QUESTION 2

**Do you support changing the zoning designation of your property from Community Commercial (CC) with a maximum building height of sixty (60) feet to the new Community Commercial Neighborhood (CCN) zone with a maximum building height of forty-five (45) feet?**

- Yes
- No
- Neutral

### QUESTION 3

**What is the current use of your property?**

- Residential
- Commercial
- Mixed-use (Residential and Commercial)
- Vacant lot (undeveloped)
- Other

### QUESTION 4

**Do you have any additional comments that you would like to share with the City Staff, Planning and Zoning Commission and City Council?**

### **45-foot Building Height Maximum on Your Property in Southside**

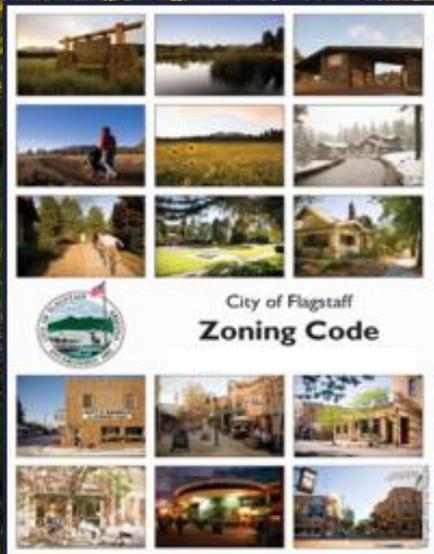
Your property is zoned Community Commercial (CC), which allows for a maximum building height of sixty (60) feet. Do you support a forty-five (45) foot maximum building height on your property in the Southside neighborhood?

## **Individual Responses**

Topic Registration Type: No registration

# Neighborhood Community Commercial (NCC) Zone

Zoning Code Text Amendment  
and  
Zoning Code Map Amendment



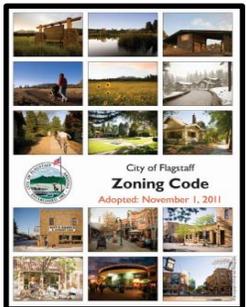
**Dan Symer, AICP**  
**Zoning Code Manager**



# Neighborhood Community Commercial (NCC) Zone

## Purpose of the Work Session

- **Discuss Staff's recommended methodology to fulfill the High Occupancy Housing Plan's and Southside Community Plan's strategies and policies to have a maximum building height of 45-feet**
- **Discuss Zoning Map Amendment initiation process**



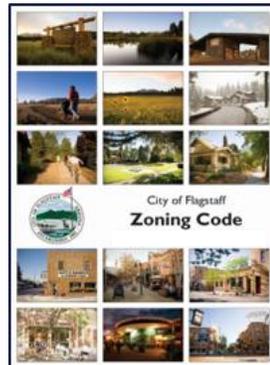


# Neighborhood Community Commercial (NCC) Zone

## Reason for the Proposed Zoning Code Text Amendment

### Purpose:

- Amend the Zoning Code to begin implementing the High Occupancy Housing Plan (Strategies to be Implemented, bullet 5, Page 102)
  - Modifying the building height in the Community Commercial (CC) zone from 60 feet to 45 feet
- Building Height in the Southside should not exceed 45-feet (Policies SMS 1.2. and SLW 1.2., pages 43 and 44)

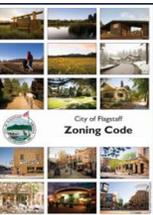


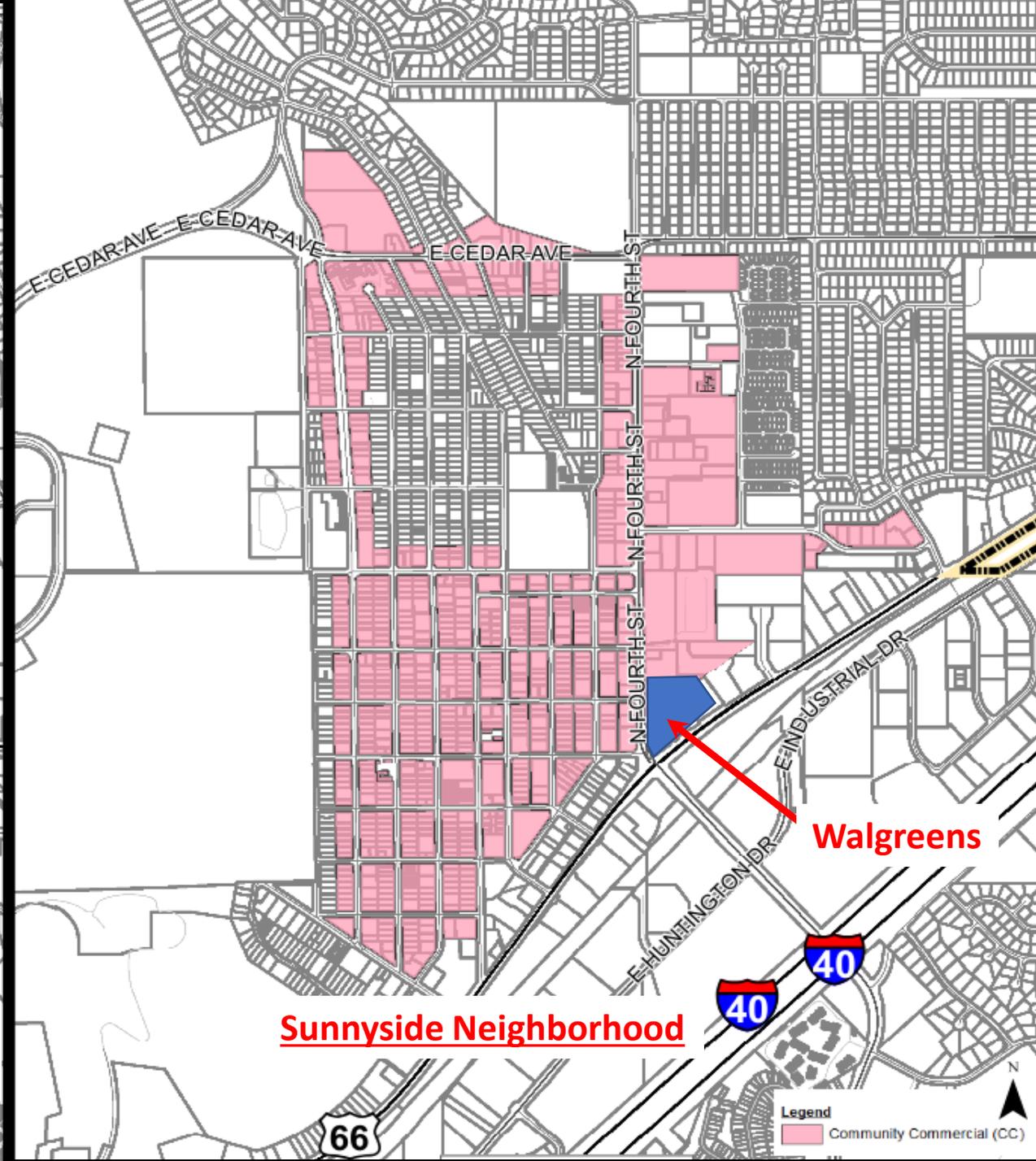
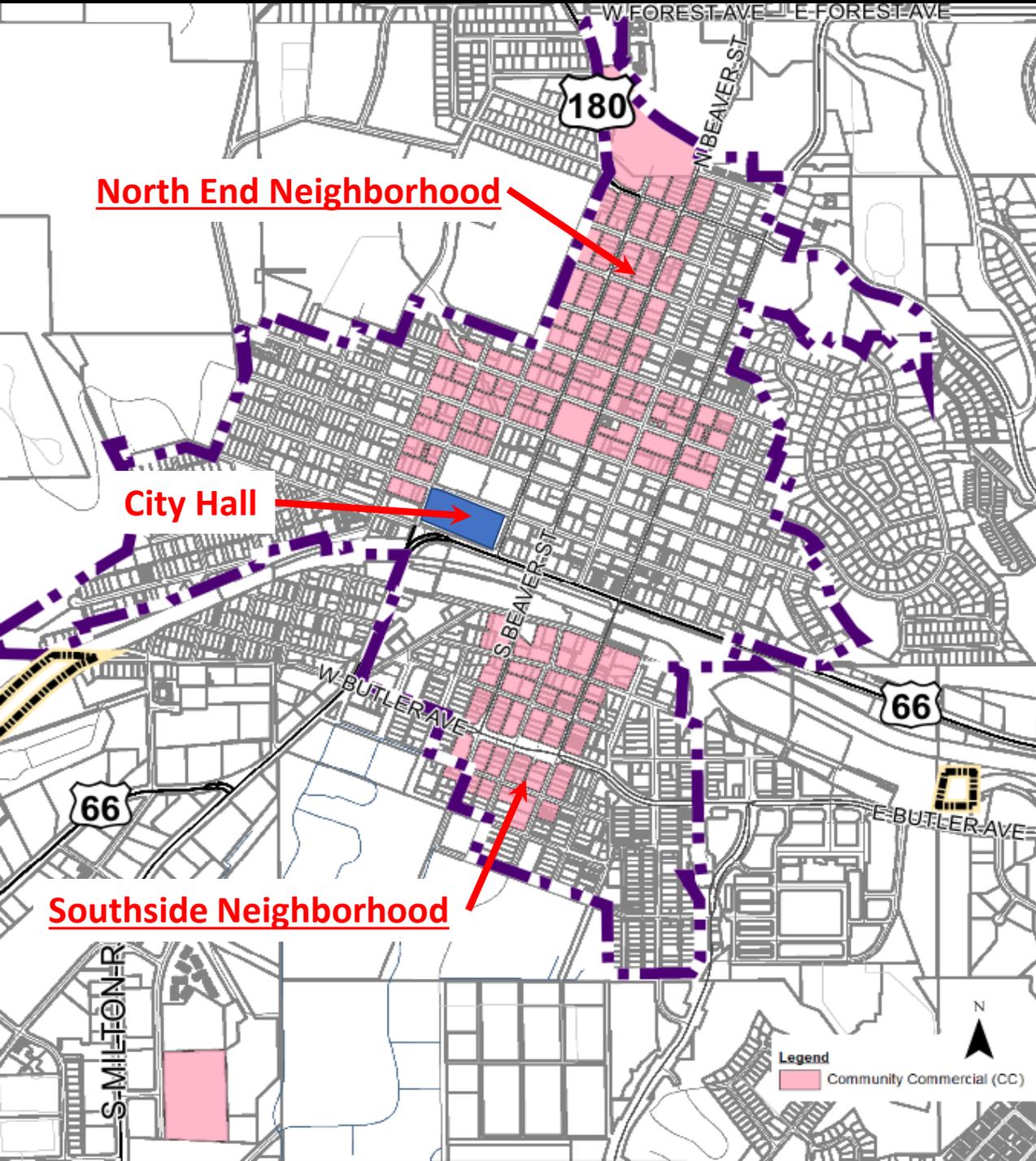


# Neighborhood Community Commercial (NCC) Zone

## Reason for the Proposed Zoning Code Text Amendment

- **Address public concerns:**
  - **To preserve the character of existing and historic neighborhoods**
  - **Related to large buildings and unintended consequences of past zoning decisions in Flagstaff (1972, 2011)**
- **The Community Commercial (CC) zone significantly overlaps with low income communities that may be displaced by gentrification and redevelopment; and**
- **Some Community Commercial (CC) areas contain localized limited utility capacity to support large-scale High Occupancy Housing developments**



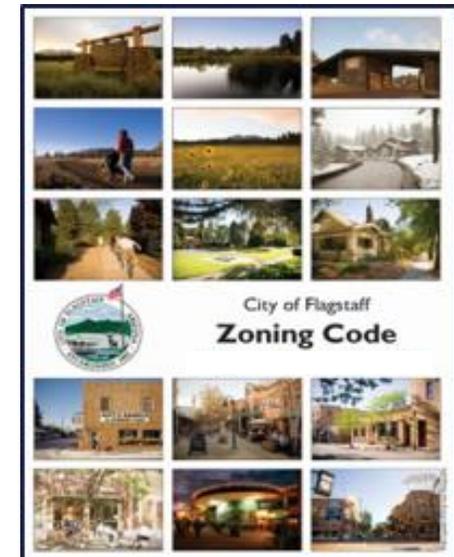




# Neighborhood Community Commercial (NCC) Zone

## Recap of Previous Work Sessions and Public Comments

- **Consider an alternative method to implement the 45-foot building height that would maintain the Community Commercial (CC) zone's 60-foot building height in certain areas**
- **Conduct additional property owner and public outreach, specifically in the Sunnyside Area**



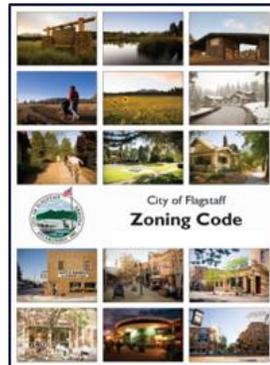


# Neighborhood Community Commercial (NCC) Zone

## Proposed Process

- **Step One:**
  - **Adopt the Neighborhood Community Commercial (NCC) zone**
    - **Maximum Building Height: 45 feet**
    - **Remainder of NCC zone is identical to the Community Commercial (CC) zone**

**Note: This amendment does not affect the Transect zones**



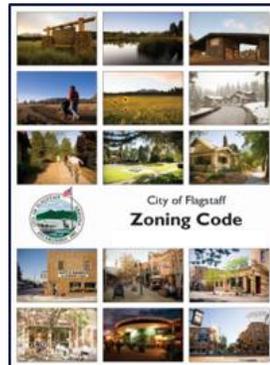


# Neighborhood Community Commercial (NCC) Zone

- **Neighborhood Community Commercial (NCC) allowed building height: 45 feet**



**Southeast corner of E Butler Ave and S Agassiz St**



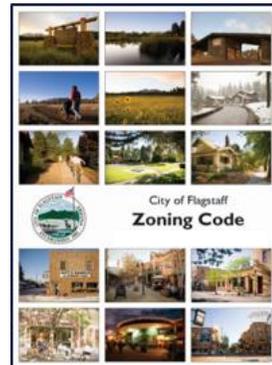


# Neighborhood Community Commercial (NCC) Zone

- **Neighborhood Community Commercial (NCC) allowed building height: 45 feet**



**Southeast corner of E Benton Ave and S San Francisco St**

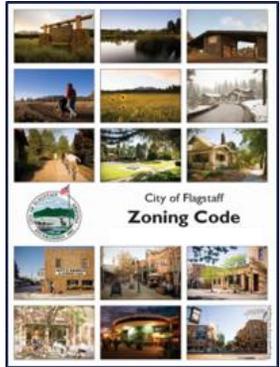




# Neighborhood Community Commercial (NCC) Zone

## Proposed Process

- **Step two:**
  - **Conduct individual neighborhood focused public outreach**
  
- **Step three:**
  - **Return to the City Council to discuss the results of the public outreach and possible initiation of a Zoning Map Amendment that is specific to each neighborhood**

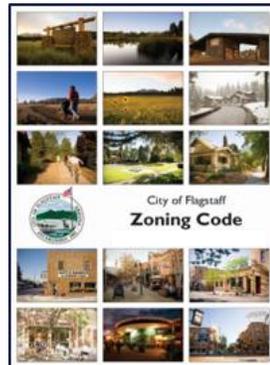




# Neighborhood Community Commercial (NCC) Zone

## Proposed Zoning Code Amendment

- **Step four:**
  - **Process the Zoning Map Amendment**
  - **Conduct public outreach**
  
- **Step five**
  - **Planning and Zoning Commission recommendation**
  - **City Council decision on Zoning Map Amendment**

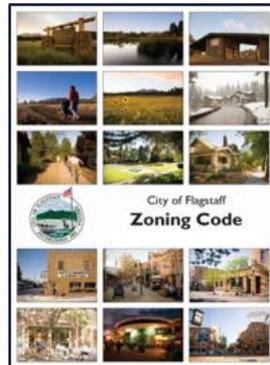




# Neighborhood Community Commercial (NCC) Zone

## Order of Neighborhood Implementation

- **Southside**
- **North End**
- **Sunnyside**

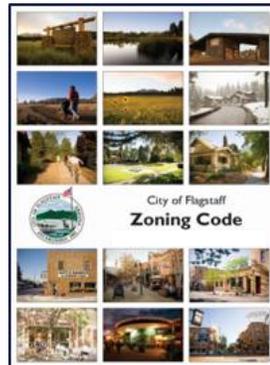




# Neighborhood Community Commercial (NCC) Zone

## Questions to Consider

- **Does the City Council desire to proceed with the staff's proposed methodology to implement the High Occupancy Housing Specific Plan's and the Southside Community Plan's strategies and policies to lower the building height from 60 feet to 45 feet in the Southside, North End, and Sunnyside neighborhoods of the city that have the Community Commercial (CC) zone, and to create the Neighborhood Community Commercial (NCC) zone?**

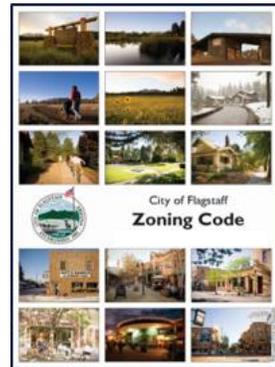




# Neighborhood Community Commercial (NCC) Zone



**Questions and Comments!**



## CITY OF FLAGSTAFF STAFF SUMMARY REPORT

**To:** The Honorable Mayor and Council  
**From:** Bryce Doty, Real Estate Manager  
**Co-Submitter:** Martin Ince  
**Date:** 04/20/2021  
**Meeting Date:** 04/27/2021




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### TITLE

**Requests for Abandonment of Public Right-of-Way on Hoskins Ave. - FUTS and Parking Discussion**

### STAFF RECOMMENDED ACTION:

The information is presented to inform about the abandonment process and to discuss conditions on Hoskins Avenue. The request to abandon right-of-way adjacent to 709 S. O'Leary will be heard at the May 4, 2021, regular City Council meeting.

### EXECUTIVE SUMMARY:

The City has received requests from three (3) property owners to abandon public right-of-way (ROW) along Hoskins Avenue. The property owners desire to acquire the abandoned ROW and combine it with their existing lots. There are several properties along Hoskins Avenue.

If a roadway is no longer necessary for public use as a roadway, it may be abandoned per state law A.R.S. Section 28-7201 et seq and City Code Section 11-20.160. While the City Code does not include standards to consider a request, typical considerations are if the right-of-way is needed for a public purpose or if the right-of-way provides access to the property. If the right-of-way is needed for public improvements or uses, or if it provides access to a property owner, the jurisdiction will want to retain the right-of-way and not abandon it for private use.

This prompted City Traffic Engineering Staff to analyze and determine if there are any future, potential City uses for the full width of Hoskins Avenue. Staff has identified a potential future use that would require retaining the full width of the current right-of-way. This future use would require denying abandonment requests in whole or in part. Staff brings this item before Council tonight to discuss the policy implications when considering upcoming public right-of-way abandonment requests along Hoskins Avenue.

### INFORMATION:

#### General considerations

Planning for city traffic needs is necessarily on a long-time horizon. In projecting for future needs, we must make the best decision with the information available at the time. City Staff is reluctant to recommend abandoning right-of-way because there are multiple cases in the past where the City had to re-purchase right-of-way that had been abandoned to allow planned street improvements. Abandoning right-of-way does not prevent the City from re-purchasing it at a later date, but re-purchasing at a later

date may be cumbersome and likely more expensive. That said, abandoning public-right-of-way can be a net positive also: abandonment reduces potential City maintenance costs and would return the land to the tax rolls for better and higher uses. But these benefits come at the expense of introducing a degree of greater path dependency for City traffic and infrastructure needs.

### **Public Roadway Use**

Along the north side of Hoskins Avenue, the City owns a public right-of-way that is currently not improved, and it is being used by more than one adjacent property owner.

The Regional Plan shows a planned pedestrian/bikeway trail from the NAU campus, ending at the west end of Hoskins Avenue, and then reconnecting on the east end of Hoskins Avenue, and continuing to Lone Tree Road. The Regional Plan does not identify how to connect the two trails, but Hoskins Avenue is an obvious link.

The draft Active Transportation Master Plan shows a planned pedestrian/bikeway connection on Hoskins Avenue.

City Staff has identified a potential future use for Hoskins Avenue which includes on-street parking, a parkway or furnishing strip, and a cycletrack/bikeway along the south edge of the roadway. This configuration: (a) Precludes abandoning any public right-of-way, (b) Requires removing existing private encroachments on public right-of-way, and (c) involves capital improvements to replace the existing sidewalk line, to extend the road-base (paving) north seven (7) feet, and to install a cycletrack and furnishing strip along the south side of Hoskins Avenue.

If the public right-of-way is abandoned, the City will need to either forfeit the cycletrack or on-street parking. Currently, the street provides over 20 on-street parking spaces for the neighborhood. Staff does not recommend forfeiting either amenity.

### **Funding and Timing:**

1. The FUTS connection on the east of Hoskins Ave. is not funded currently but could potentially be included as part of or shortly after the Lone Tree Overpass project. Lone Tree Overpass project is scheduled for completion by 2026
2. The FUTS connection to campus on the west of Hoskins Ave. is a funded City project. Several meetings have been held with NAU as part of pre-design.
3. Any improvements to connect the trails along Hoskins Ave. are not currently funded. The cycletrack connection will become more of a priority once the FUTS trail(s) are complete.

### **Abandonment Requests:**

If the City Council determines the full width of Hoskins Avenue is no longer needed for public use, then the City Council may abandon such roadway. After abandonment, the adjacent property owner is given the opportunity to purchase the abandoned property. The current pending requests will be considered at an upcoming council meeting, and are previewed as follows:

1. Abandon approximately 1,400 square feet south and adjacent to 709 S O'Leary St. in order to:
  - a. Leave as open space adjacent to future development and erect a sign memorializing the history and people of the Southside neighborhood
2. Abandon approximately 7,000 square feet south and adjacent to 631 Fontaine St.
  - a. NAU is the owner and would like to pursue some fashion of development in combination with 631 Fountain St.
3. Abandon approximately 2,080 square feet south and adjacent to 710 S. O'Leary St. in order to build a carport that meets current lot size standards.

### **Next Steps:**

Staff is bringing this item before Council tonight to discuss the policy implications when considering

aforementioned public right-of-way abandonment requests. Staff will formally bring each abandonment request to Council, at the direction of the applicant. The request adjacent to 709 S. O'Leary is scheduled for May 4, 2021. As required by City Code the Planning & Zoning Commission heard the request to abandon adjacent to 709 S. O'Leary in February 2021.

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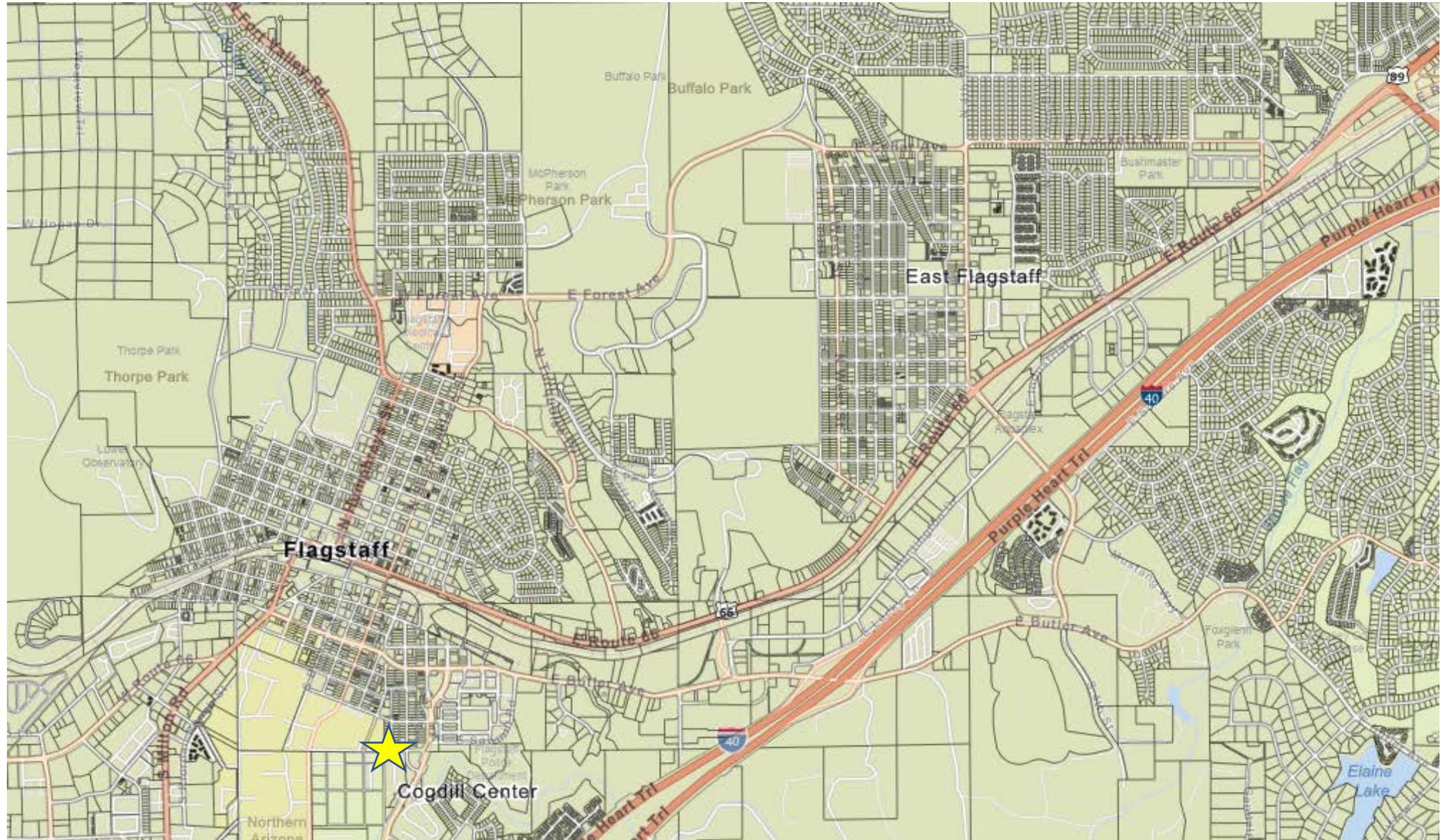
**Attachments:**     [Presentation](#)

# ROW Abandonment Requests Hoskins Ave.





# Vicinity Map







TEAM FLAGSTAFF

WE MAKE THE CITY BETTER





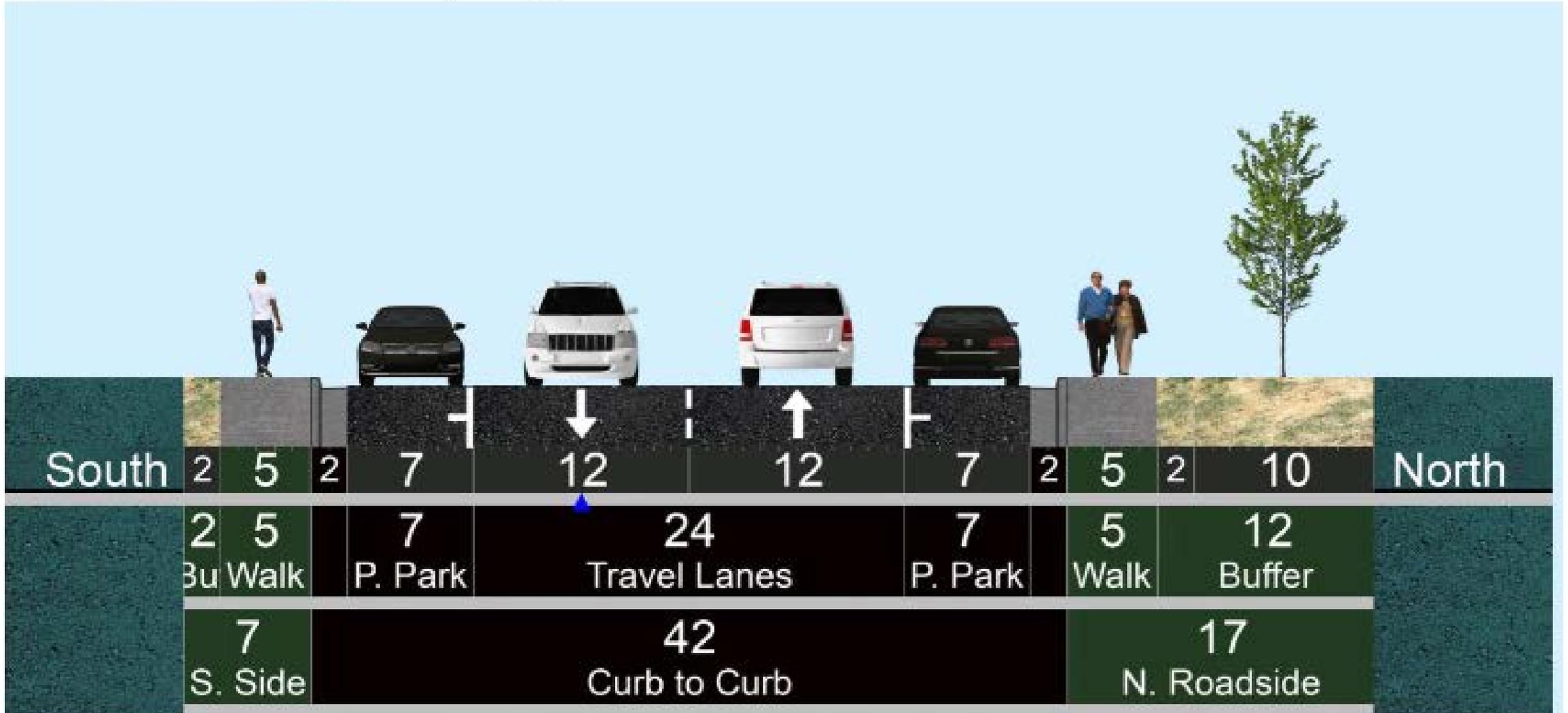
# Existing Conditions



Hoskins Ave

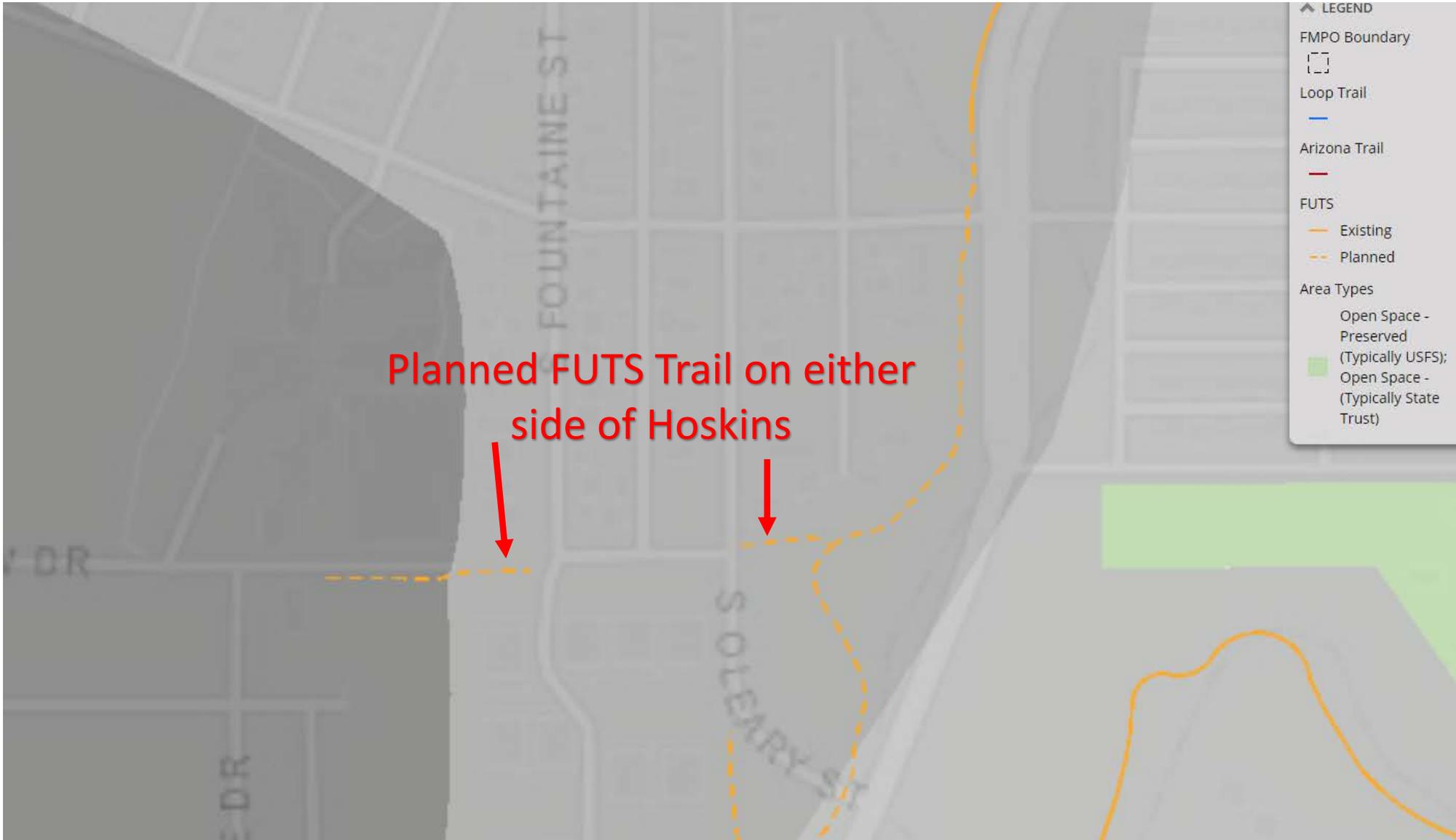
Existing

Right-of-Way: 66' of 66'





# Flagstaff Regional Plan 2030



**Planned FUTS Trail on either side of Hoskins**

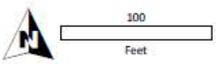


# Draft Active Transportation Master Plan



Site Map  
Hoskins Connection  
Lone Tree FUTS

-  FUTS trails
-  Cycletrack/sidewalk



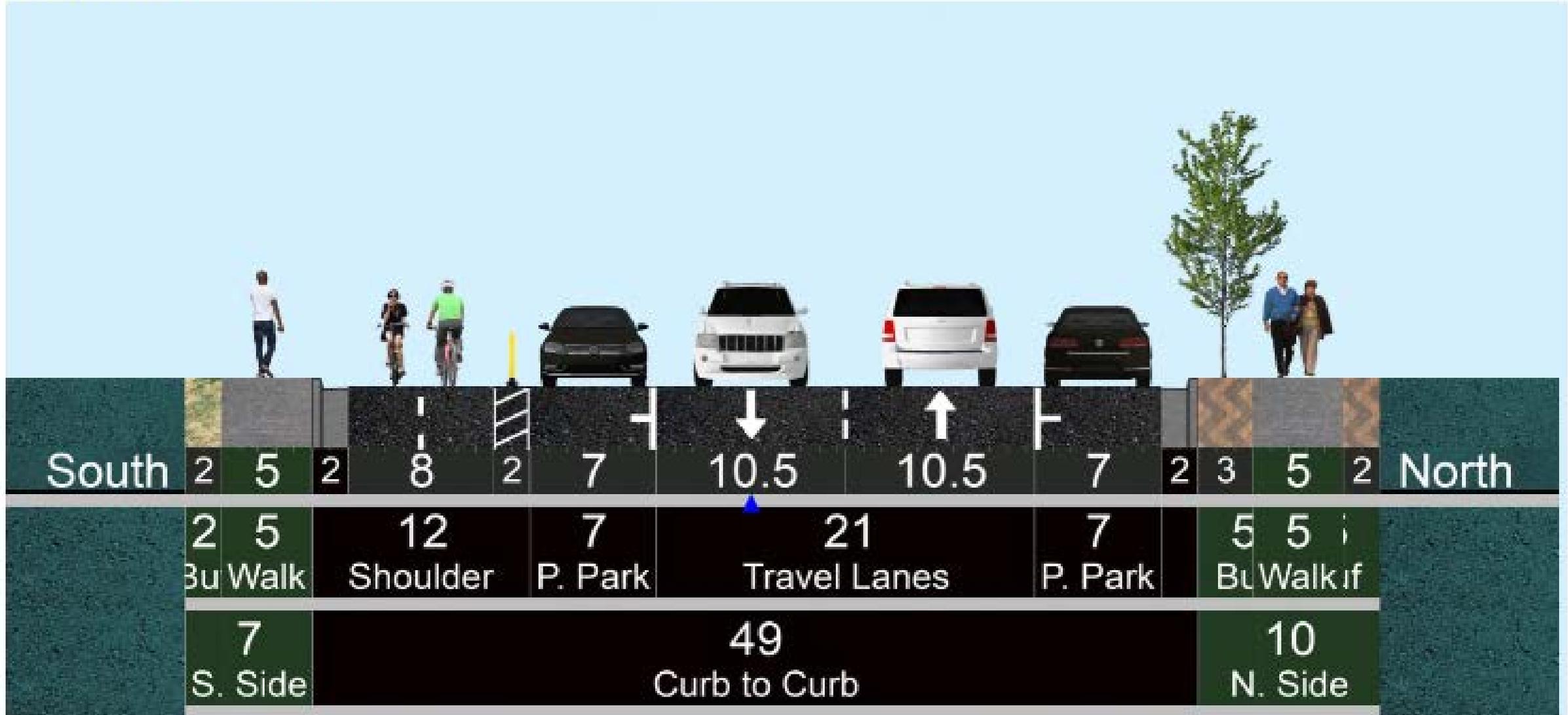


# Potential Future Use

Hoskins Ave

Future

Right-of-Way: 66' of 66'





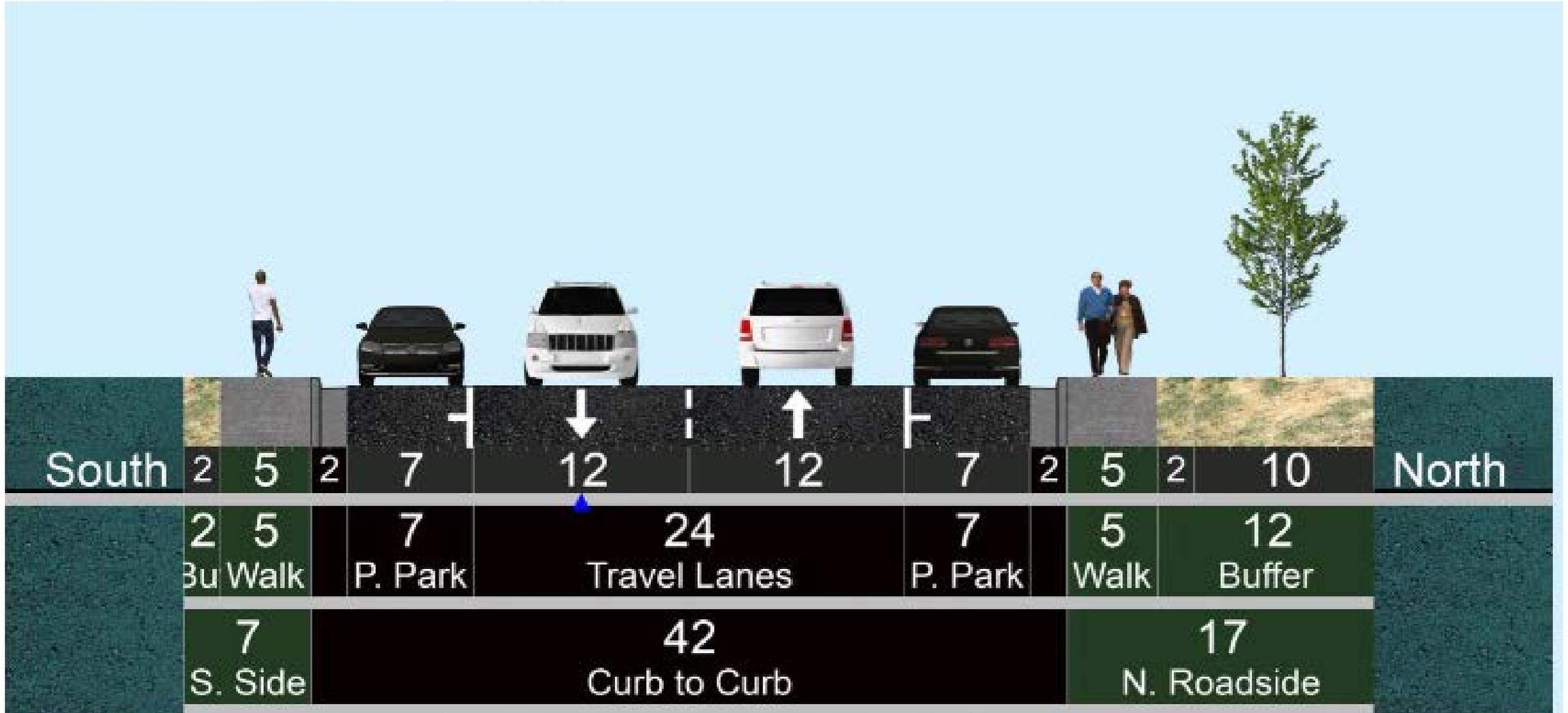
# Existing Conditions



Hoskins Ave

Existing

Right-of-Way: 66' of 66'





# Future Use Overlay





# ROW Abandonment Requests





# Request #1





# Request #1 Cont.



Est. 15' of ROW outside of City Improvements





# Existing Encroachments





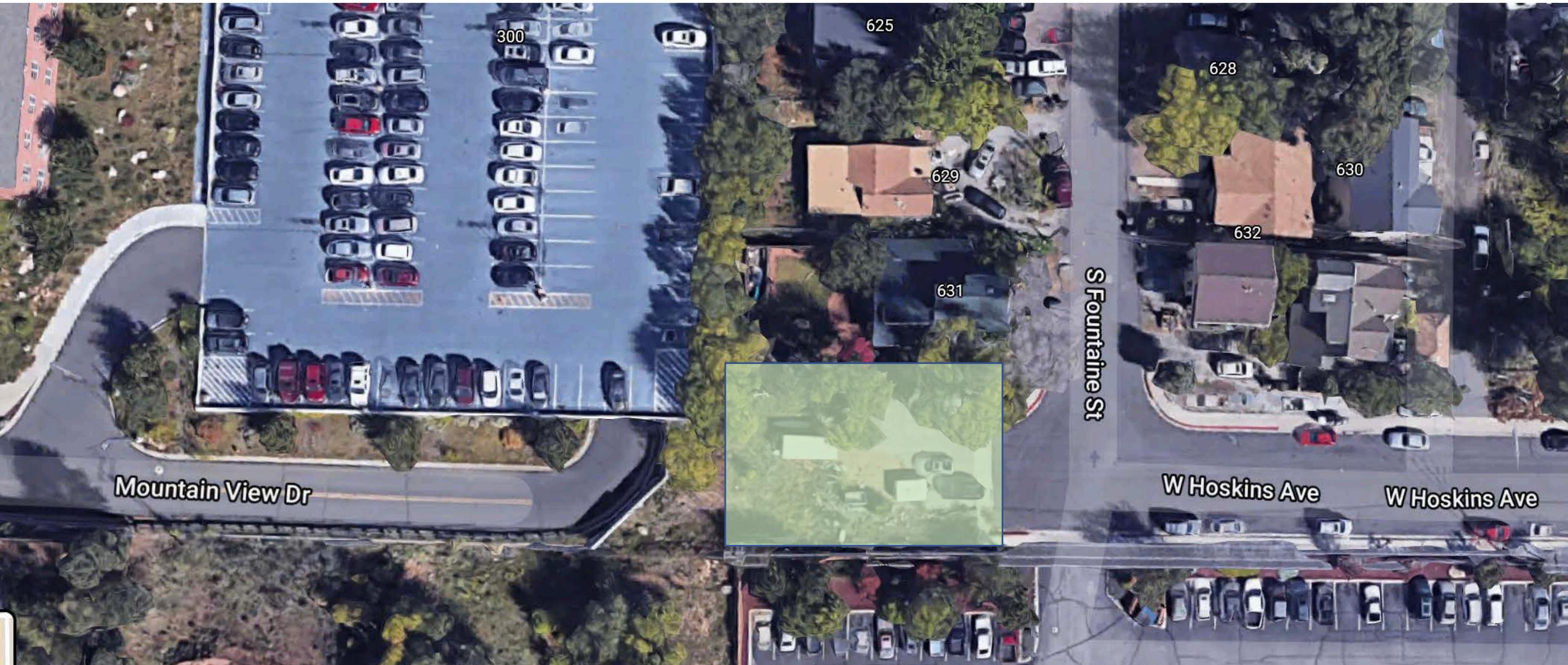
# Existing Encroachments Cont.



Existing Encroachments



# Request #2





# Request #2 Cont.



gstan, Arizona

Google

Street View





# Request #3





# Request #3 Cont.

