

ATTENTION

IN-PERSON AUDIENCES AT PLANNING & ZONING COMMISSION 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>)

To participate in the meeting click the following link:

[Join Microsoft Teams Meeting](#)

The public can submit comments that will be read at the dais by a staff member

to CDPandZCommission@flagstaffaz.gov

NOTICE AND AGENDA

**PLANNING & ZONING COMMISSION
WEDNESDAY
February 10, 2021**

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

1. Call to Order

2. Roll Call

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

DAVID ZIMMERMAN, CHAIR
MARIE JONES, VICE CHAIR
LLOYD PAUL
CAROLE MANDINO

DR. ALEX MARTINEZ
ERIC NOLAN
GAYLENE SOPER

3. Public Comment

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

4. APPROVAL OF MINUTES

Approval of the minutes from the regular meeting on January 27, 2021.

5. GENERAL BUSINESS

A. Club Cabin Condominiums II - PZ-20-00139-01

Consideration of Preliminary Plat: Request from TLC PC Golf, LLC, for Preliminary Plat approval for Club Cabin Condominiums 2 at the Estates at Pine Canyon Unit 1—a three-unit residential condominium subdivision on 10.88 acres at 3000 S. Clubhouse Circle.

STAFF RECOMMENDED ACTION:

Staff recommends the Planning and Zoning Commission, in accordance with the findings presented in this report, forward the Preliminary Plat to the City Council with a recommendation for approval.

- B. **Discussion:** Case No. PZ-21-00019: Request for a work session with the Planning and Zoning Commission to discuss the City's request to amend the Zoning Code to incorporate provisions into the Affordable Housing Incentives and the Parking Adjustments.

STAFF RECOMMENDED ACTION:

No action of the Planning and Zoning Commission is required.

- C. **Discussion:** Staff presentation on solid waste by Todd Hanson, Public Works Section Director and Dylan Lenzen, Sustainability Specialist.

STAFF RECOMMENDED ACTION:

No action of the Planning and Zoning Commission is required.

6. **MISCELLANEOUS ITEMS TO/FROM COMMISSION MEMBERS**

7. **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 2/5/21, at 2:00 p.m. This notice has been posted on the City's website and can be downloaded at www.flagstaff.az.gov.

Dated this 5th day of February, 2021.

Tammy Bishop
Tammy Bishop, Administrative Specialist



Planning & Zoning Commission

5. A.

Meeting Date: 02/10/2021

From: Genevieve Pearthree, Planning Development Manager

Information

TITLE:

Club Cabin Condominiums II - PZ-20-00139-01

Consideration of Preliminary Plat: Request from TLC PC Golf, LLC, for Preliminary Plat approval for Club Cabin Condominiums 2 at the Estates at Pine Canyon Unit 1—a three-unit residential condominium subdivision on 10.88 acres at 3000 S. Clubhouse Circle.

STAFF RECOMMENDED ACTION:

Staff recommends the Planning and Zoning Commission, in accordance with the findings presented in this report, forward the Preliminary Plat to the City Council with a recommendation for approval.

Executive Summary:

This is a request for Preliminary Plat approval for a three-unit residential condominium subdivision known as Club Cabin Condominiums 2 at the Estates at Pine Canyon Unit 1 located at 3000 S. Clubhouse Circle on 10.88 acres in the R1 (Single-Family Residential) Zone. See the attached vicinity map, Preliminary Plat, utility notification letters, and Planning and Zoning Commission Staff Summary for more information.

Attachments

Staff Summary

Application

Preliminary Plat

Vicinity Map

Utility Notification Letters

PLANNING AND DEVELOPMENT SERVICES STAFF REPORT

Club Cabin Condominiums 2 at The Estates At Pine Canyon Unit 1 Preliminary Plat

PZ-20-00139-01

DATE: January 20, 2021
MEETING DATE: February 10, 2021
REPORT BY: Genevieve Pearthree

REQUEST:

TLC PC Golf LLC requests Preliminary Plat approval for Club Cabin Condominiums 2 at the Estates at Pine Canyon Unit 1—a 3-unit residential condominium subdivision at 3000 S. Clubhouse Circle. The condominium plat is on the 10.88-acre Tract K of the Estates at Pine Canyon Unit 1 subdivision in the R1 (Single-Family Residential) Zone.

STAFF RECOMMENDATION:

Staff recommends the Planning and Zoning Commission, in accordance with the findings presented in this report, forward the Preliminary Plat to the City Council with a recommendation for approval.

PRESENT LAND USE:

Tract K consists of the Pine Canyon Clubhouse, Camp Pine Canyon, tennis courts, parking lot, two existing Club Cabins and two Club Cabins under construction (these Club Cabins were previously approved in a separate application).

PROPOSED LAND USE:

The Club Cabin Condominiums 2 at the Estates at Pine Canyon Unit 1 is residential condominium subdivision development that consists of three (3) condominium dwelling units located on 10.88-acres.

NEIGHBORHOOD DEVELOPMENT:

See the attached vicinity map.

North: Vacant land, R1 Zone; J.W. Powell Blvd.
South: Golf Course and single-family residential units, R1 Zone
East: Golf course, R1 Zone
West: Mountain Vista Condominiums and golf course, R1 Zone

REQUIRED FINDINGS:

The Planning and Zoning Commission shall find the proposed Preliminary Plat meets the requirements of the City Code Title 10, Flagstaff Zoning Code; City Code Title 11, General Plans and Subdivisions; and City Code Title 13, Engineering Design Standards and Specifications.

STAFF REVIEW:

1. Project Information

A. Background

On December 4, 2020 the Inter-Division Staff approved a site plan for three (3) new 5,096 sq. ft., detached residential units (PZ-20-00139-02) on Tract K of the Estates at Pine Canyon Unit 1 subdivision plat. Civil plans for these three (3) cabins are currently under review, and Building Permit applications will be submitted shortly. New water service and a fire hydrant will need to be provided for this project.

The three (3) cabins in this application are in addition to four (4) cabins on Tract K that were previously approved in 2015 (PZ-15-00111-02) and subsequently platted as condominiums (PZ-18-00168-02). City Council approved the Final Plat for the Club Cabin Condominiums at the Estates at Pine Canyon Unit 1 on September 17, 2019. The

applicant has received Building Permits to construct these four (4) cabins; two (2) are built, and two (2) are under construction.

Pine Canyon is located on approximately 660 acres and includes a mixture of condominium, townhomes, estate homes, clubhouse and recreational facilities, maintenance and storage facilities, and an 18-hole private golf course with accessory facilities. The 10.88-acre Tract K was reserved on the original Estates at Pine Canyon Unit 1 subdivision plat by the owner and developer for the golf course and associated uses. The subdivision plat and original zoning case (approved by City Council in 2000) also designated Tract K as a clubhouse and for the use of the Pine Canyon Golf Club members. Civil plans for the Estates at Pine Canyon Unit 1 subdivision (including Tract K) were approved in the 2004.

The Club Cabin Condominiums are an accessory use to the primary use of Tract K as a clubhouse. Section 10-80.20.010 of the Zoning Code defines “Accessory Use” as a “subordinate use of a building, other structure, or use of land that is: 1) Clearly incidental to the use of the main building, other structure, or use of land; 2) Customarily used in connection with the main building, other structure, or primary use of the land; and 3) Located on the same lot with the main building, other structure, or primary use of the land.” Further, the Club Cabin Condominiums 2 at the Estates at Pine Canyon Unit 1 subdivision plat contains ownership and use restrictions, as well as CC&Rs, to ensure that the subdivisions meets the Tract K requirements in the original Estates at Pine Canyon Unit 1 subdivision plat. See *Type of Plat* below for more information.

B. Type of Plat

This application is for a condominium plat, which takes a multi-unit complex, such as the subject property, and creates the potential for individually owned units. The Preliminary Plat delineates all the elements affiliated with the individual units. In this case, the units are defined as the airspace extending 40’ above where the building meets the ground. The airspace includes all components of each structure, including porches and balconies. Shared areas such as the sidewalks and the parking area are considered “common elements.” Tract K contains all areas outside of the units and is dedicated to the owner association as a common element.

Once the plat is complete, the Pine Canyon Club will own and maintain the units per the original requirements of Tract K in the Pine Canyon Estates Unit 1 subdivision plat. Further, the use of the units is limited to current and prospective Pine Canyon Club members. In contrast to a typical condominium plat (in which a buyer of a unit receives a recordable deed to the individual unit purchased, including the right to sell, mortgage, etc., that unit and sharing in joint ownership of any common grounds, parking areas and access), the use and ownership of these condominiums will be governed by the *Use and Ownership Restrictions – Plat and CC&R Provisions* stated on the plat cover page:

- a) Use Restrictions. Units may only be used or occupied by: i) Pine Canyon Owners and Pine Canyon Club Members, their families, and invited guests; and ii) invite only “Discovery Visits” for prospective Club Members and members of the public with a demonstrated interest in purchasing a Lot within the Pine Canyon Community. No single stay shall exceed 21 contiguous days.
- b) Ownership Restrictions. Units may only be owned by: i) the Pine Canyon Club; or ii) Pine Canyon Club Members. Units may be: i) transferred between Pine Canyon Club Members; or ii) if a Unit owner dies or surrenders the underlying Club Membership for any reason, the Unit may be transferred or willed to a Club Member (collectively, “Permitted Transfers”).
- c) Maintenance and Repair. The Pine Canyon Club shall be solely responsible for the operation, maintenance and repair of each Unit.
- d) Insurance. The Pine Canyon Club shall maintain casualty and general liability insurance with respect to each Unit.
- e) Enforcement. The City shall have the right to enforce the covenants and restrictions set forth in Paragraphs (a) through (d), above.

II. Required Findings: Conformance with City Development Standards

Staff reviewed and approved the Site Plan and Preliminary Plat for this project based on conformance with City Code Title 10, Flagstaff Zoning Code; City Code Title 11, General Plans and Subdivisions; and City Code Title 13, Engineering Design Standards and Specifications.

A. City of Flagstaff Zoning Code**I. Single Family Residential (R1) Zone**

The property is zoned R1 (Single-Family Residential), which has the following required setbacks:

Front:	15' min.; 25' min. for parking	Provided (min.): Greater than 25'
Side, Exterior	20' min.	Provided (min.): Greater than 20'
Side, Interior	8' min.	Provided: (min.): Greater than 8'
Rear:	25' min.	Provided (min.): Greater than 25'

II. Parking and Automobile Access

Parking access is from several surface lots west of the Club Cabins. These lots are also used for Clubhouse and associated activities. The Club Cabins require seven (7) parking spaces: three (3) cabins at 2.25 spaces per 2+ bedroom unit. The existing parking lots provide 172 spaces, which is far greater than the 138 spaces required to support the Clubhouse and Camp Pine Canyon (34,545 sq. ft. at one [1] space required per 250 sq. ft.), and the four (4) Club Cabins already approved on the site (four [4] cabins at 2.25 spaces per 2+ bedroom unit). Therefore, there is more than enough parking to satisfy the parking needs for the three (3) new Club Cabins.

III. Landscaping

A conceptual landscape plan was approved at Site Plan, showing substantial conformance with landscaping requirements in Section 10-50.60 of the Zoning Code. The final landscape plan will be approved in the Civil Plans review and is included as an attachment. On-site landscaping requirements for 29 trees (and associated shrubs and groundcover) will be met with new and existing vegetation.

IV. Natural Resources

The subject property is in a Resource Protection Overlay Zone. A Natural Resources Protection Plan was included in the Preliminary Plat. There are no steep slopes (greater than 17% grade) on the site, but there are Ponderosa Pines and other native trees that require protection per the table below.

Forest Resource Protection in the R1 Zone: Club Cabin Condominiums 2 at The Estates At Pine Canyon Unit 1

EXISTING TREE RESOURCE POINTS	REQUIRED PROTECTION LEVEL & POINTS	PROPOSED PROTECTION LEVEL & POINTS
979 points	50% or 490 points	87.8% or 861 points

V. Parks, Open Space, and Pedestrian Facilities

As part of the overall Pine Canyon development, a 10-foot-wide paved FUTS trail from the intersection of existing Lone Tree Road to the intersection of JWP Blvd along the north side of the extension of Lone Tree Road to the intersection of Zuni was completed. A 10-foot-wide paved FUTS trail was also constructed from the intersection of Lake Mary Road on the east side of JWP Blvd to the Lone Tree intersection. An extension of the trail was constructed from the intersection of existing Lone Tree/JWP eastward along the south side of JWP towards the proposed third entrance to Pine Canyon where the FUTS penetrates into the Pine Canyon development and extends to Fisher Point. Both FUTS are easily accessible from the Club Cabins.

B. Title 13: City of Flagstaff Engineering Standards

As part of the Preliminary Plat review Staff conducted a public systems analysis to confirm preliminary compliance with Engineering Standards. Civil Engineering Plans are currently under review, and must be approved prior to Final Plat approval. Approval of the Civil Engineering Plans will be contingent on the plat meeting City Engineering Standards.

I. Access and Traffic

A Traffic Impact Analysis was prepared and approved for the entire Pine Canyon master planned community. Improved access to the development is provided by John Wesley Powel (JWP) Blvd from Lake Mary Road, and by the extension of Lone Tree Road from the intersection of Lone Tree Road and Zuni Drive to the intersection of JWP Blvd. All interior streets within Pine Canyon are private and maintained by the Homeowner's Association.

The subject property is south of J.W. Powell Blvd. at the intersection with Clubhouse Circle. Pedestrians and vehicles can access the site at the Pine Canyon entrance on J.W. Powell, using existing drive aisles, pedestrian paths, and parking spaces put in place when the clubhouse was developed. The Pine Canyon Club will maintain the parking spaces, sidewalks, and associated infrastructure.

II. Water and Wastewater

The proposed development is serviced by the existing public water, public and private sewer systems and the existing franchise utilities currently serving Pine Canyon. The Club Cabins require the installation of three (3) new 1 inch water meters (one per unit) and a 2-inch new water service.

III. Stormwater

A Stormwater Analysis was previously completed for the entire Pine Canyon development and was accepted by the Stormwater Manager. The development was required to provide subregional on-site detention in the golf course ponds that serve as a dual purpose for storage of irrigation water and stormwater detention. Development of the first phase and golf course constructed this system.

As part of the Site Plan application for the three (3) new cabins, Stormwater staff reviewed and approved a drainage report to analyze the potential for damage to adjacent properties and downstream drainage capacity. This report provided documentation clarifying conformance with the previous drainage plan for Tract K.

C. Title 11: General Plans and Subdivisions, Chapter 11-20: Subdivision and Land Split Regulations**i. Preliminary Plat**

IDS approved the Preliminary Plat based on conformance with the procedures and application requirements outlined in Section 11-20.60: Preliminary Plat.

ii. Subdivision Standards and Regulations

IDS also approved the Preliminary Plat based on conformance with relevant standards in Section 11-20.120: Subdivision Design Standards and Requirements. Most of these standards (including the design of lots, streets, easements, and blocks) are not applicable to this plat, however, because it is a condominium plat.

ii. Minimum Required Subdivision Improvements

Staff review of the Preliminary Plat identified the required improvements to the site in conformance with Section 11-20.130: Minimum Required Subdivision Improvements. Civil Engineering Plans are currently under review.

REQUIRED FINDINGS:

The Planning and Zoning Commission shall find the proposed Preliminary Plat meets the requirements of the City Code Title 10, Flagstaff Zoning Code; City Code Title 11, General Plans and Subdivisions; and City Code Title 13, Engineering Design Standards and Specifications.

Recommendation

Staff recommends the Planning and Zoning Commission, in accordance with the required findings presented in this report, forward the Preliminary Plat to the City Council with a recommendation for approval.

Attachments:

- Application
- Preliminary Plat (3 sheets, 24 x 36")
- Vicinity Map
- Public Utility Notification Letters



City of Flagstaff

Community Development Division

211 W. Aspen Ave

P: (928) 213-2618

Flagstaff, AZ 86001

F: (928) 213-2609

www.flagstaff.az.gov

Date Received	Application for Subdivision Review		File Number
Property Owner(s) TLC PC GOLF LLC		Phone 779-5700	
Mailing Address 1201 E. John Wesley Powell Blvd	City, State, Zip Flagstaff, AZ 86004	Email cpelletier@symmetrycompanies.com	
Applicant(s) mogollon Engineering		Phone 214-0214	
Mailing Address 411 W. Santa Fe	City, State, Zip Flagstaff AZ 86001	Email mogollon99@aol.com	
Project Representative mogollon Engineering		Phone	
Mailing Address	City, State, Zip	Email	
Requested	<input type="checkbox"/> Development Master Plan	<input type="checkbox"/> Conceptual Plat	<input checked="" type="checkbox"/> Preliminary Plat P&Z and Council
Review:	<input type="checkbox"/> Modified Subdivision	<input type="checkbox"/> Preliminary Plat	<input type="checkbox"/> Final Plat- Council

Project Name: Club Cabin Condominiums Unit 2		Site Address 3000 Clubhouse Circle		Parcel Number 105-10-497
Proposed Use condominiums		Existing Use Clubhouse	Subdivision, Tract & Lot Number K, Pine Canyon Unit 1	
Zoning District R1	Regional Plan Category Suburban	Flood Zone x	Size of Site (Sq. ft. or Acres) 10.881 acres	
Property Information:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Located in an existing Local/National Historic District? (Name: _____) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Existing structures are over 50 years old at the time of application? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Subject property is undeveloped land?			
Surrounding Uses	North	South	East	West
(Res, Com, Ind)	Res	Res	Res	Res

Proposed Use:	Number of Lots	Number of Units	Number of acres per use	Building Square Feet
	3	3	1.5 ac/unit	8424

Please complete a "Subdivision Review Application" and provide an initialed "Application and Information Checklist" form along with the required number of plans and information as appropriate for a Development Master Plan, Conceptual, Preliminary or Final Plat. **Incomplete submittals will not be scheduled.**

Property Owner Signature: (required) Kurt Hotzendorf	Date: 1/18/21	Applicant Signature: Kurt Hotzendorf	Date: 1/18/21
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For City Use

Date Filed: 10/13/2020	Case Number (s) PZ-20-00139-01	
P & Z Hearing Date: 2/10/2021	Publication and Posting Date:	
Council Hearing Date: 3/2/2021	Publication and Posting Date:	
Fee Receipt Number: 2038629	Amount: \$5830	Date: 10/22/2020
Action by Planning and Zoning Commission:		Action By City Council:
<input type="checkbox"/> Approved		<input type="checkbox"/> Approved
<input type="checkbox"/> Denied		<input type="checkbox"/> Denied
<input type="checkbox"/> Continued		<input type="checkbox"/> Continued
Staff Assignments	Planning	Engineering
	Fire	Public Works/Utilities
		Stormwater

From: cpelletier@symmetrycompanies.com,

To: mogollon99@aol.com,

Subject: Authorization to Sign

Date: Sun, Jan 3, 2021 3:55 pm

Attachments: OPINION OF PROBABLE COST[1].pdf (455K), 2020-12-29 CIVIL FH PLAN-1ST SUBMITTAL[1].pdf (9471K),

Kent:

Please accept this email as authorization to sign City of Flagstaff applications on Symmetry's behalf.

Regarsd,



Charlie Pelletier

Vice President

Development & Construction

Symmetry Companies

office 480.498.3300

cell 310.210.5312

email cpelletier@symmetrycompanies.com

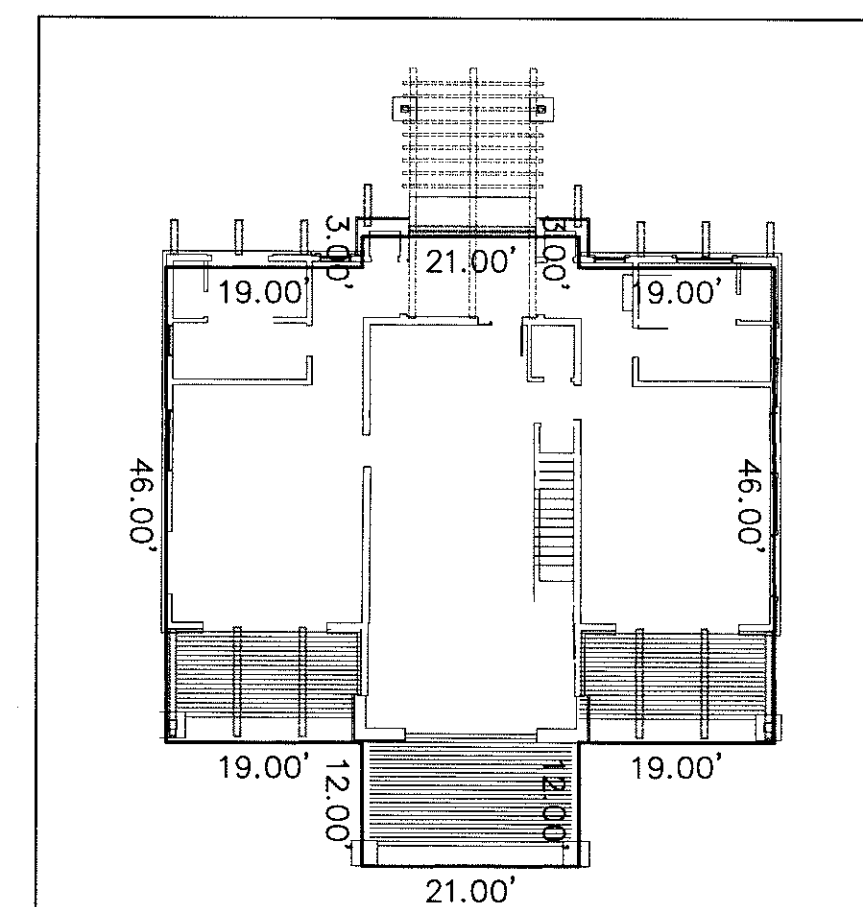
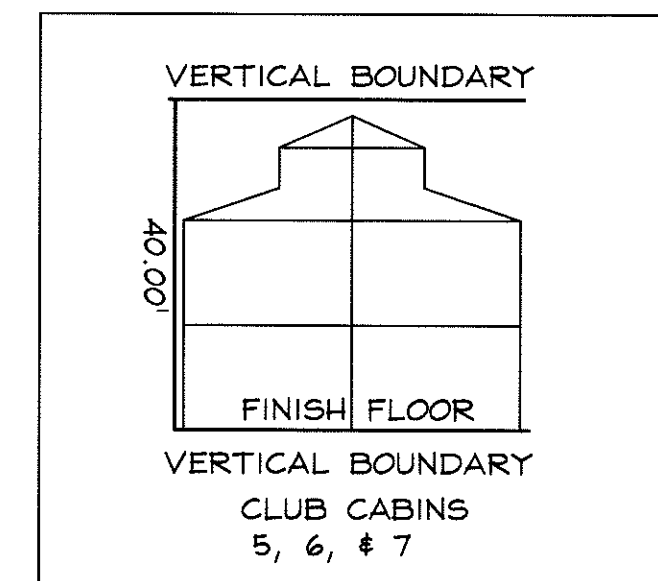
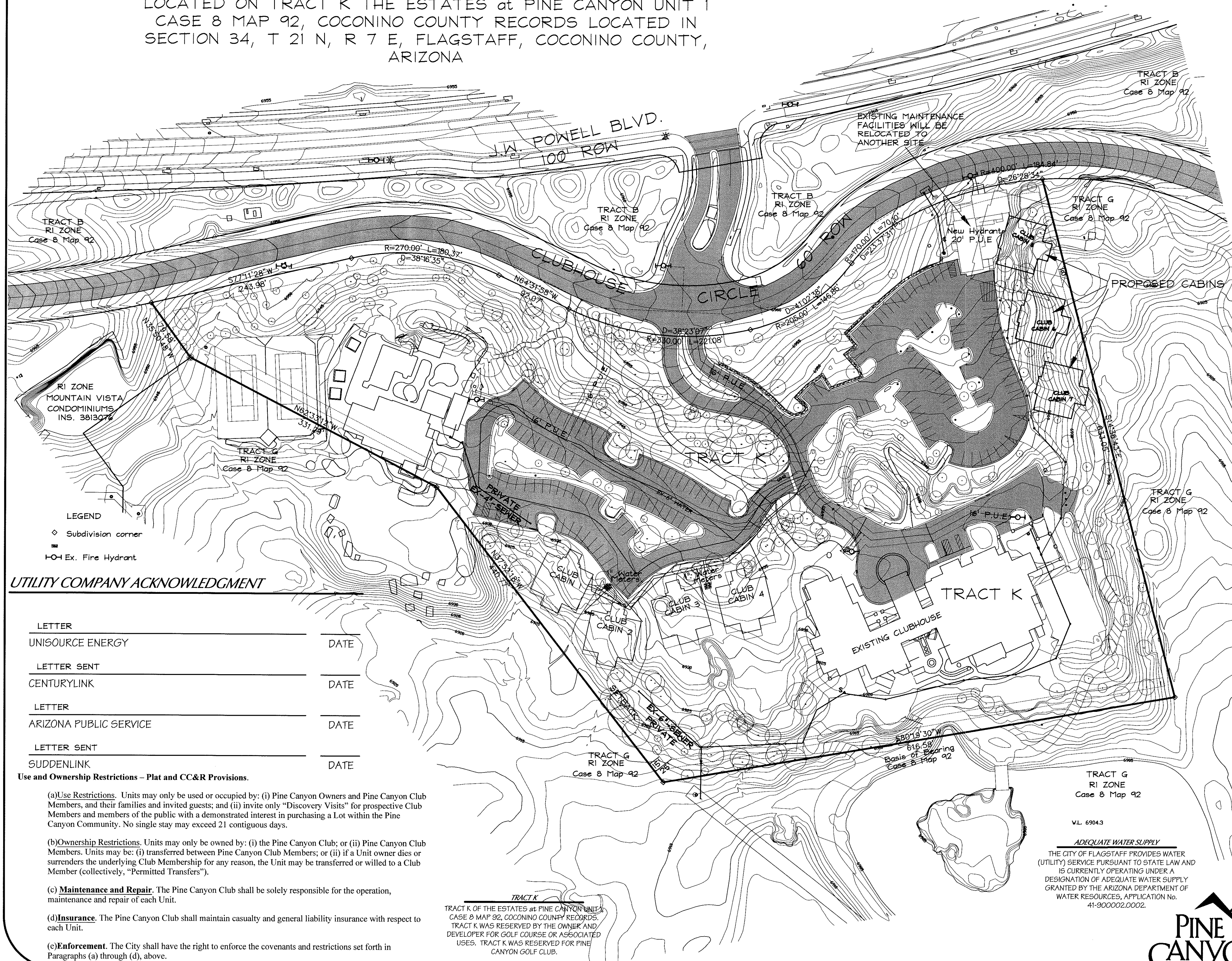
web Symmetrycompanies.com

8601 N. Scottsdale Road, Suite 335

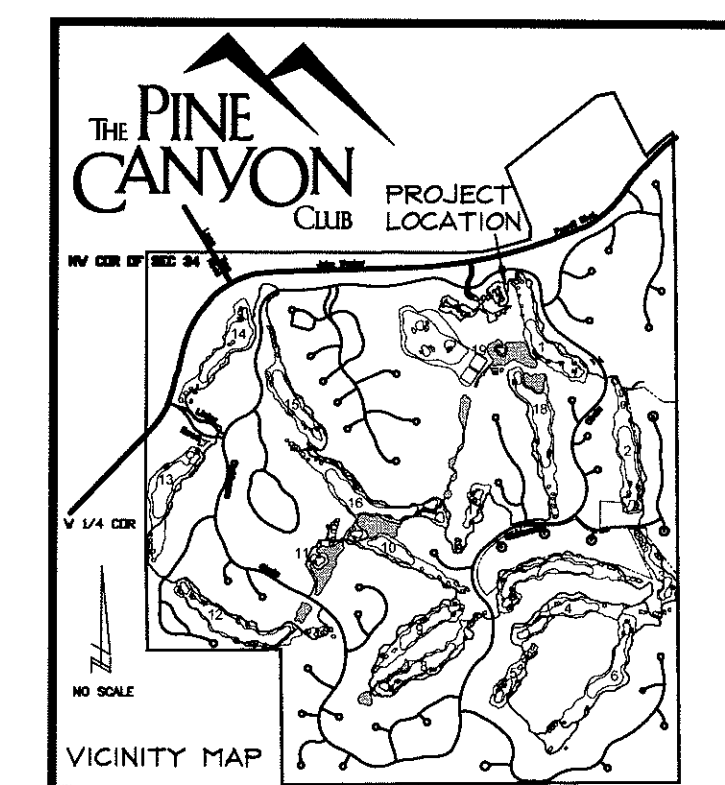
Scottsdale, AZ 85253

PRELIMINARY PLAT
FOR
CLUB CABIN CONDOMINIUMS 2 AT
THE ESTATES AT PINE CANYON UNIT 1

LOCATED ON TRACT K THE ESTATES at PINE CANYON UNIT 1
CASE 8 MAP 92, COCONINO COUNTY RECORDS LOCATED IN
SECTION 34, T 21 N, R 7 E, FLAGSTAFF, COCONINO COUNTY,
ARIZONA



TYPICAL LOT
Areas outside of the condominium unit boundaries
are common element maintained by the P.O.A.



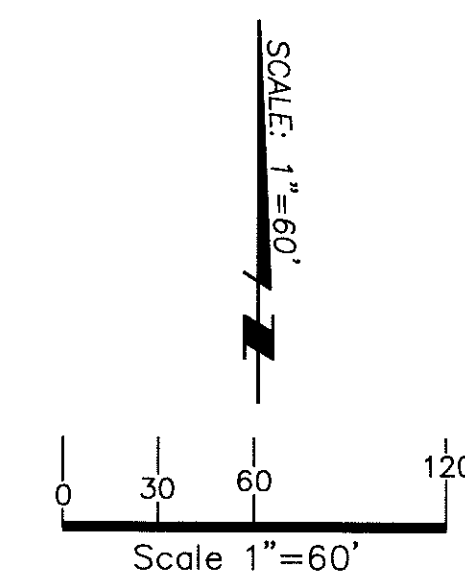
PARCEL DATA

SUBDIVISION: CLUB CABIN CONDOMINIUMS 2 @
THE ESTATES at PINE CANYON UNIT 1
TRACT: "K" OF THE ESTATES at PINE CANYON UNIT 1
PARCEL ADDRESS: 3000 S. CLUBHOUSE CIRCLE
APN NUMBER: 105-10-497
TOTAL ACREAGE: 10.881±
EXISTING USE: CLUBHOUSE & CAMP PINE CANYON
PROPOSED USE: 3 NEW CLUB CABIN CONDOMINIUMS
RESOURCE PROTECTION OVERLAY: YES
ZONING: R1 - SINGLE FAMILY RESIDENTIAL
OWNER: TLC PC GOLF LLC
1201 E. JOHN WESLEY POWELL BLVD.
FLAGSTAFF, AZ 86005
(928)779-5700

LANDSCAPE CALCULATIONS

THREE NEW BUILDINGS PROPOSED @ 240 L.F.
EACH = 720 L.F. 1 TREE / 25 L.F. = 29 TREES
REQUIRED. EXISTING TREES MAY BE UTILIZED TO
SATISFY THIS REQUIREMENT. IF THERE ARE NOT
ENOUGH EXISTING TREES NEW PLANTINGS WILL
BE PROVIDED PER CODE.

ADEQUATE WATER SUPPLY
THE CITY OF FLAGSTAFF PROVIDES WATER
(UTILITY) SERVICE PURSUANT TO STATE LAW AND
IS CURRENTLY OPERATING UNDER A
DESIGNATION OF ADEQUATE WATER SUPPLY
GRANTED BY THE ARIZONA DEPARTMENT OF
WATER RESOURCES, APPLICATION NO.
41-900002.0002.

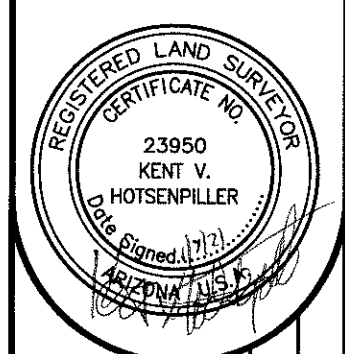


TOPOGRAPHIC SURVEY WAS PERFORMED IN JANUARY
OF 2014 AND IS TRUE AND CORRECT TO THE BEST OF
MY KNOWLEDGE.

SHEET NO. 1 OF 3

COF PROJECT #

Mogollon
ENGINEERING
& SURVEYING
411 W. Santa Fe Avenue
Flagstaff, Arizona 86001
Phone: 928-214-0214

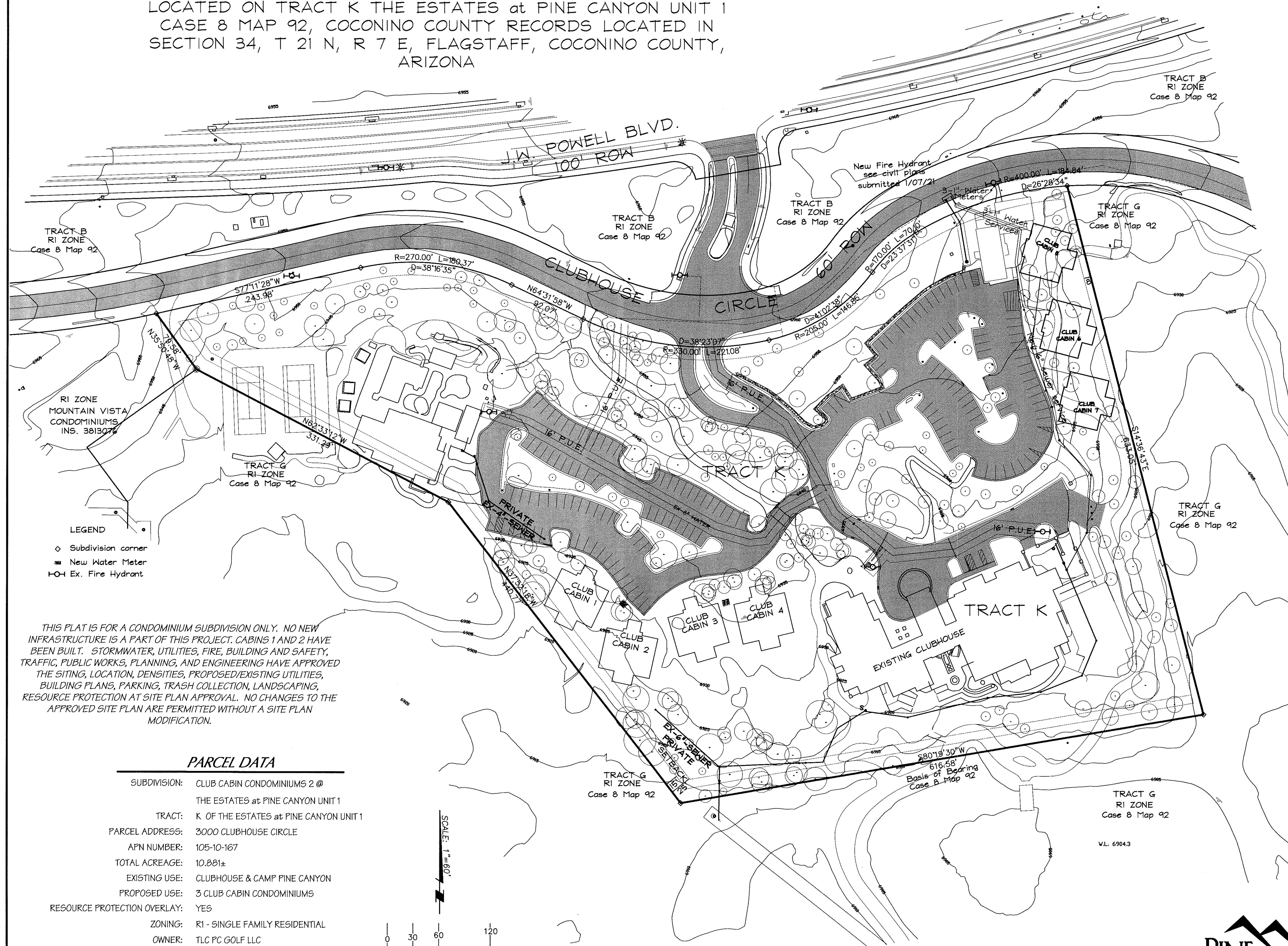


Mogollon
ENGINEERING
& SURVEYING
PROJECT NO. 15164
REVISED: COF 9/15
DATE 1/07/21
DESIGNED BY: [blank]
DRAWN BY: [blank]
CHECKED BY: [blank]
VERT. SCALE: 1"=20'
HOR. SCALE: 1"=60'

Mogollon
ENGINEERING
& SURVEYING
PRELIMINARY PLAT
CLUB CABIN CONDOMINIUMS 2
AT PINE CANYON
1/07/21
MES#15169

PRELIMINARY PLAT
FOR
CLUB CABIN CONDOMINIUMS 2 AT
THE ESTATES AT PINE CANYON UNIT 1

LOCATED ON TRACT K THE ESTATES at PINE CANYON UNIT 1
CASE 8 MAP 92, COCONINO COUNTY RECORDS LOCATED IN
SECTION 34, T 21 N, R 7 E, FLAGSTAFF, COCONINO COUNTY,
ARIZONA



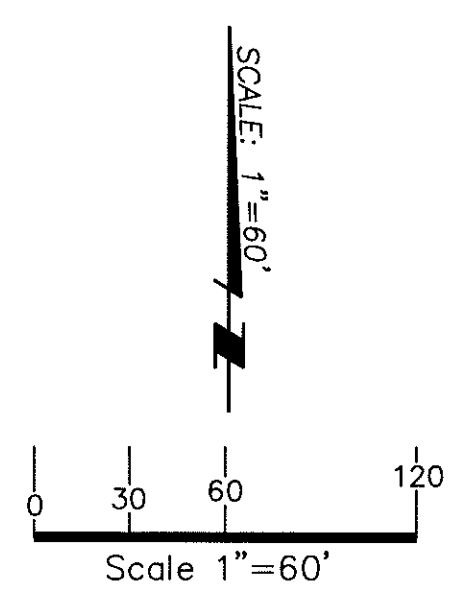
LEGEND & ABBREVIATIONS

EX W	CENTERLINE (CL or CL)
B'W	RIGHT OF WAY (R.O.W.)
B'S	PROPERTY LINE (PL or PL)
FS	EXISTING WATER LINE
WS	NEW WATER LINE (WL)
B&L	NEW SEWER LINE (SL)
SS	NEW FIRE SERVICE (FS)
EX S	NEW WATER SERVICE (WS)
S	NEW BUILDING SUPPLY LINE (BSL)
	NEW SEWER SERVICE (SS)
	EXISTING SEWER MANHOLE
	NEW SEWER MANHOLE (MH)
	EXISTING EDGE OF PAVEMENT / CURB
	NEW EDGE OF PAVEMENT / CURB
	PUBLIC UTILITY EASEMENT (PUE)
GL	GRADING LIMITS (GL)
EX OVHD	EXISTING OVERHEAD UTILITY LINE (EX OVHD)
	EXISTING FIRE HYDRANT (EX FH)
	NEW FIRE HYDRANT (FH)
	EXISTING WATER VALVE (EX WV)
	NEW WATER VALVE (WV)
	EXISTING WATER METER (EX WM)
	NEW WATER METER (WM)
	EXISTING STREET LIGHT (EX SL)
	NEW STREET LIGHT (SL)
	CROSSING
RP	RADIUS POINT
R	RADIUS
IS	INTERSECTION
DC	DEPRESSED CURB
BC	BACK OF CURB (TOP)
FC	FACE OF CURB (TOP)
BSW	BACK OF SIDEWALK
FSW	FACE OF SIDEWALK
C&G	CURB AND GUTTER
EOP	EDGE OF PAVEMENT
S/W	SIDEWALK
PKY	PARKWAY
D/W	DRIVEWAY
FL or FL	FLOWLINE
EG	EXISTING GRADE
FG	FINISH GRADE
EOL	END OF LINE BLOWOFF
TS&V	TAPPING SLEEVE and VALVE
SDMH	STORM DRAIN MANHOLE
DB	DRAIN BASIN
CB	CATCH BASIN
TW	TOP OF WALL
GB	GRADE BREAK
(TYP)	TYPICAL
EX	EXISTING
SHT	SHEET
VG	VALLEY GUTTER
FFE	FINISH FLOOR ELEVATION (PRELIMINARY)
EA	EACH
LF	LINEAL FEET
SF	SQUARE FOOT
SY	SQUARE YARDS
CY	CUBIC YARDS
D.E.	DRAINAGE EASEMENT
S.E.	SLOPE EASEMENT
G	GUTTER
P	PAVEMENT
C	CONCRETE
LT	LEFT
RT	RIGHT
TRANS	TRANSITION
B.F.P.	BACK FLOW PREVENTION
HC	HANDICAP
MES	MOGOLLON ENGINEERING & SURVEYING, INC.
E.V.	ELECTRIC VEHICLE
C.O.F.	CITY OF FLAGSTAFF

THIS PLAT IS FOR A CONDOMINIUM SUBDIVISION ONLY. NO NEW INFRASTRUCTURE IS A PART OF THIS PROJECT. CABINS 1 AND 2 HAVE BEEN BUILT. STORMWATER, UTILITIES, FIRE, BUILDING AND SAFETY, TRAFFIC, PUBLIC WORKS, PLANNING, AND ENGINEERING HAVE APPROVED THE SITING, LOCATION, DENSITIES, PROPOSED/EXISTING UTILITIES, BUILDING PLANS, PARKING, TRASH COLLECTION, LANDSCAPING, RESOURCE PROTECTION AT SITE PLAN APPROVAL. NO CHANGES TO THE APPROVED SITE PLAN ARE PERMITTED WITHOUT A SITE PLAN MODIFICATION.

PARCEL DATA

SUBDIVISION: CLUB CABIN CONDOMINIUMS 2 @
THE ESTATES at PINE CANYON UNIT 1
TRACT: K OF THE ESTATES at PINE CANYON UNIT 1
PARCEL ADDRESS: 3000 CLUBHOUSE CIRCLE
APN NUMBER: 105-10-167
TOTAL ACREAGE: 10.88±
EXISTING USE: CLUBHOUSE & CAMP PINE CANYON
PROPOSED USE: 3 CLUB CABIN CONDOMINIUMS
RESOURCE PROTECTION OVERLAY: YES
ZONING: R1 - SINGLE FAMILY RESIDENTIAL
OWNER: TLC PC GOLF LLC
1201 E. JOHN WESLEY POWELL BLVD.
FLAGSTAFF, AZ 86005
(928)779-5700



TOPOGRAPHIC SURVEY WAS PERFORMED IN JANUARY OF 2014 AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.



MOGOLLON ENGINEERING & SURVEYING, INC.

411 W Santa Fe Avenue
Flagstaff, Arizona 86001
Phone: 928-214-0214

REGISTERED LAND SURVEYOR
23950
KENT V. HOTSENPILLER
JANUARY 2014

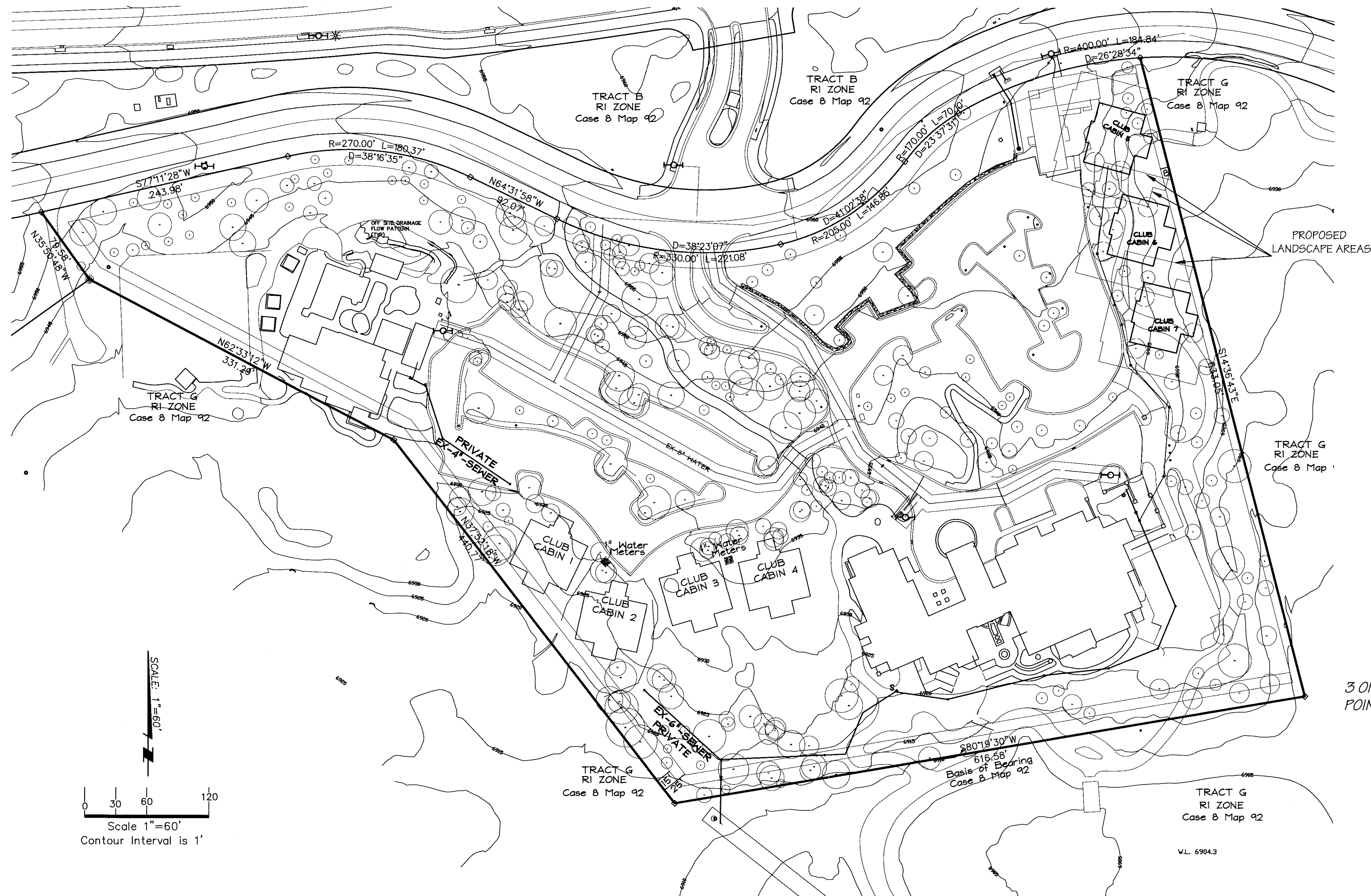
DESIGNED BY: DATE: 1/07/21
DRAWN BY: FN: SHEET 2.dwg
CHECKED BY: VERT SCALE: 1"=40'
HOR SCALE: 1"=40'

PROJECT NO. 15149
REVISIONS:

1/07/21
MES#15169

PRELIMINARY PLAT
FOR
CLUB CABIN CONDOMINIUMS 2 AT
THE ESTATES AT PINE CANYON UNIT 1

LOCATED ON TRACT K THE ESTATES AT PINE CANYON UNIT 1
CASE 8 MAP 92, COCONINO COUNTY RECORDS LOCATED IN
SECTION 34, T 21 N, R 7 E, FLAGSTAFF, COCONINO COUNTY,
ARIZONA

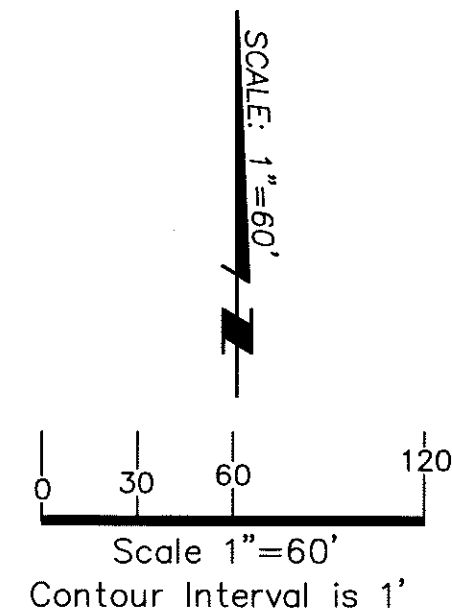


LANDSCAPE
BUILDING
240 linear feet per building
1 TREE/25 linear feet

BUILDING 5
2-ex. 8" = -2 trees
1-ex. 10" = -2 trees
6 TREES REQUIRED

BUILDING 6
1-ex. 14" = -2 trees
1-ex. 10" = -2 trees
6 TREES REQUIRED

BUILDING 7
3-ex. 8" = -3 trees
1-ex. 10" = -2 trees
2-EX. 11" = -4 trees
1 TREES REQUIRED



PRE DEVELOPMENT TREE POINTS

1 POINT TREES	107 x 1	= 107
2 POINT TREES	76 x 2	= 152
4 POINT TREES	77 x 4	= 308
8 POINT TREES	44 x 8	= 352
20 POINT TREES	3 x 20	= 60
TOTAL TREE POINTS		= 979
50% OF TOTAL		= 490

POST DEVELOPMENT TREE POINTS

1 POINT TREES	101 x 1	= 101
2 POINT TREES	74 x 2	= 148
4 POINT TREES	61 x 4	= 244
8 POINT TREES	44 x 8	= 308
20 POINT TREES	3 x 20	= 60
TOTAL TREE POINTS		= 861
TREE SAVE PERCENTAGE		= 87.8

- 1 POINT TREES
- 2 POINT TREES
- 4 POINT TREES
- 8 POINT TREES
- 20 POINT TREES

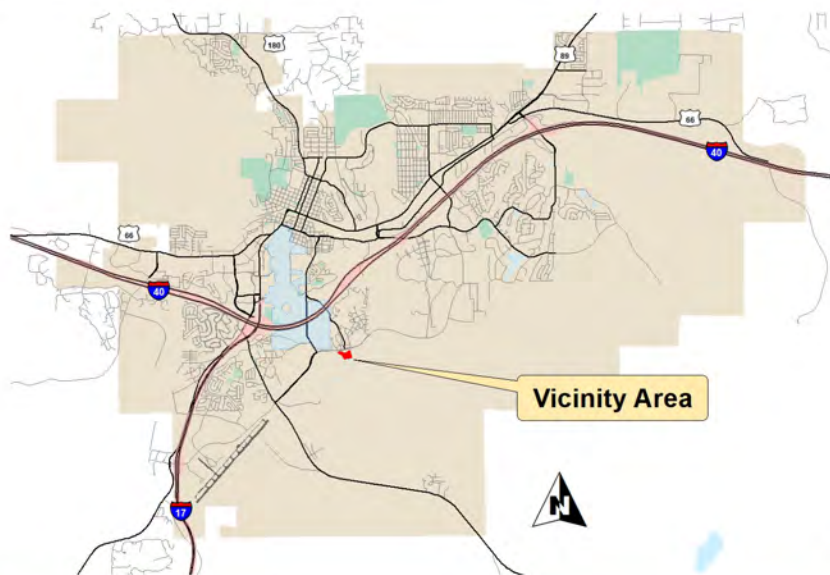
SLOPE RESOURCE
EXISTING 17-24.99% SLOPE: 0 acres
EXISTING 25%-34.99%: 0 acres
EXISTING 35% SLOPE: 0 acres
SLOPE DISTURBANCE: 0 acres

FLOODPLAINS
NO URBAN FLOODPLAIN ON-SITE
NO RURAL FLOODPLAIN ON-SITE

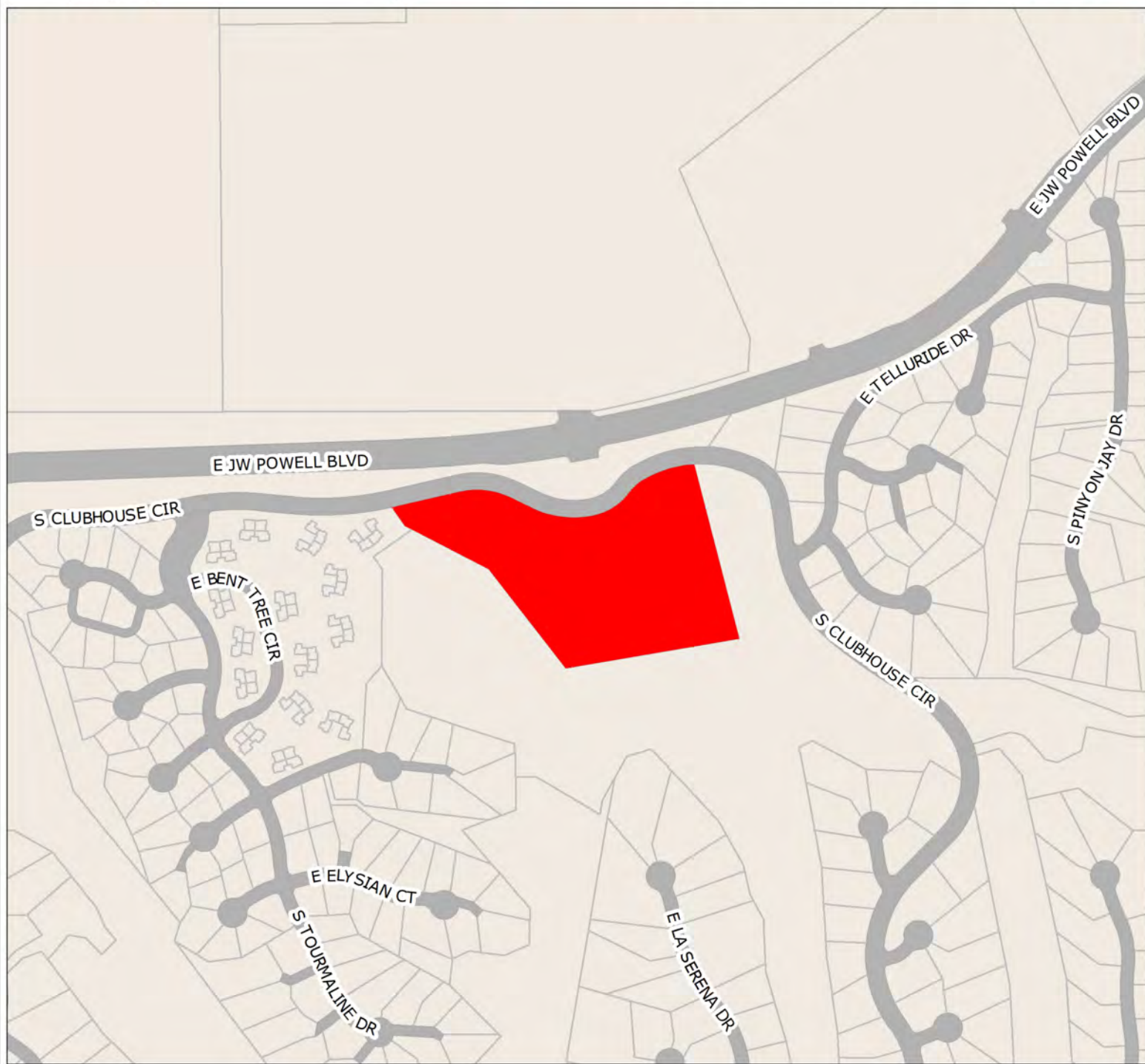
TREE RESOURCE NOTE:
3 ONE POINT TREES TO BE REMOVED, 1 TWO
POINT TREE TO BE REMOVED, 8 FOUR POINT
TREES TO BE REMOVED

TOPOGRAPHIC SURVEY WAS PERFORMED IN JANUARY
OF 2014 AND IS TRUE AND CORRECT TO THE BEST OF
MY KNOWLEDGE.





3000 S Clubhouse Circle



October 19, 2020

Nate Reisner
Arizona Department of Transportation
1801 South Milton
Flagstaff, Arizona 86001

PROJECT NAME: Club Cabin Condominiums at Pine Canyon Unit 2
(Preliminary Plat)
PROJECT NUMBER: MES #15169

A.D.O.T. Concept Approval

Attached, please find the Preliminary Plat that **Mogollon** Engineering & Surveying, Inc. has prepared. Per the City of Flagstaff Preliminary Plat requirement, we are hereby informing you, appropriate franchise utility companies, and appropriate agencies of the proposed subdivision.

Please respond to this request for information below and return it to **Mogollon** Engineering & Surveying, Inc. by **November 19, 2020**.

Should you have any questions or need additional information please contact Rob Begley, P.E. or Kent Hotsenpiller, R.L.S. at (928) 214-0214. We appreciate your time concerning the completion of this document.

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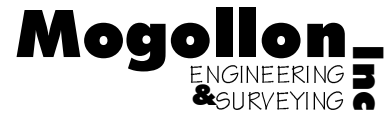
- ☐ Approved without comments
- ☐ Approved with comments (provide comments below)
- ☐ Not Approved (provide appropriate comments below)

COMMENTS: _____

PLEASE RETURN VIA:

- ☐ Email **mogollon99@aol.com**
- ☐ Regular Mail: 411 W. Santa Fe, Flagstaff Arizona 86001
- ☐ Hand Deliver: 411 W. Santa Fe, Flagstaff Arizona

SIGNED: _____ **TITLE:** _____ **DATE:** _____



October 19, 2020

Megan McCarthy
Arizona Public Service
2200 East Huntington Drive
Flagstaff, Arizona 86004

PROJECT NAME: Club Cabin Condominiums at Pine Canyon Unit 2
(Preliminary Plat)
PROJECT NUMBER: MES #15169

Franchise Utility Company Concept Approval

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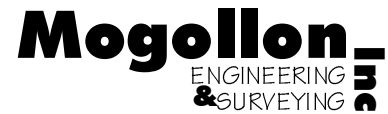
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October 19, 2020

Coconino County Health Development
2500 N. Fort Valley Road
Flagstaff, Arizona 86001

PROJECT NAME: Club Cabin Condominiums at Pine Canyon Unit 2
(Preliminary Plat)
PROJECT NUMBER: MES #15169

County Health Department Concept Approval

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SIGNED: _____ **TITLE:** _____ **DATE:** _____

October 19, 2020

Manny Hernandez
Centurylink
112 N. Beaver Street
Flagstaff, Arizona 86001

PROJECT NAME: Club Cabin Condominiums at Pine Canyon Unit 2
(Preliminary Plat)
PROJECT NUMBER: MES #15169

Franchise Utility Company Concept Approval

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SIGNED: _____ **TITLE:** _____ **DATE:** _____

October 19, 2020

Flagstaff Unified School District
3285 East Sparrow Avenue
Flagstaff, Arizona 86004

PROJECT NAME: Club Cabin Condominiums at Pine Canyon Unit 2
(Preliminary Plat)
PROJECT NUMBER: MES #15169

School District Concept Approval

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SIGNED: _____ **TITLE:** _____ **DATE:** _____

October 19, 2020

Richard Davis
Suddenlink
1601 S. Plaza Way
Flagstaff, Arizona 86001

PROJECT NAME: Club Cabin Condominiums at Pine Canyon Unit 2
(Preliminary Plat)
PROJECT NUMBER: MES #15169

Franchise Utility Company Concept Approval

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SIGNED: _____ **TITLE:** _____ **DATE:** _____

October 19, 2020

Martin Conboy
UniSource Energy Services
2901 W. Shamrell Blvd.
Flagstaff, Arizona 86005

PROJECT NAME: Club Cabin Condominiums at Pine Canyon Unit 2
(Preliminary Plat)
PROJECT NUMBER: MES #15169

Franchise Utility Company Concept Approval

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SIGNED: _____ **TITLE:** _____ **DATE:** _____

October 19, 2020

Robert McBride
U.S.D.A. –Natural Resource Conservation Service
1611 S. Plaza Way
Flagstaff, Arizona 86001

PROJECT NAME: Club Cabin Condominiums at Pine Canyon Unit 2
(Preliminary Plat)
PROJECT NUMBER: MES #15169

Soil Conservation Service Concept Approval

Attached, please find the Preliminary Plat that **Mogollon** Engineering & Surveying, Inc. has prepared. Per the City of Flagstaff Preliminary Plat requirement, we are hereby informing you, appropriate franchise utility companies, and appropriate agencies of the proposed subdivision.

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Should you have any questions or need additional information please contact Rob Begley, P.E. or Kent Hotsenpiller, R.L.S. at (928) 214-0214. We appreciate your time concerning the completion of this document.

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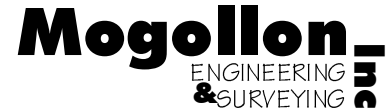
- ☐ Approved without comments
- ☐ Approved with comments (provide comments below)
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- ☐ Regular Mail: 411 W. Santa Fe, Flagstaff Arizona 86001
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SIGNED: _____ **TITLE:** _____ **DATE:** _____



October 19, 2020

United States Postal Service
Address Information Specialist
2400 North Postal Blvd.
Flagstaff, Arizona 86004-9996

PROJECT NAME: Club Cabin Condominiums at Pine Canyon Unit 2
(Preliminary Plat)
PROJECT NUMBER: MES #15169

U.S. Postal Service Concept Approval

Attached, please find the Preliminary Plat that **Mogollon** Engineering & Surveying, Inc. has prepared. Per the City of Flagstaff Preliminary Plat requirement, we are hereby informing you, appropriate franchise utility companies, and appropriate agencies of the proposed subdivision.

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Should you have any questions or need additional information please contact Rob Begley, P.E. or Kent Hotsenpiller, R.L.S. at (928) 214-0214. We appreciate your time concerning the completion of this document.

PLEASE CHECK THE APPROPRIATE BOX:

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COMMENTS: _____

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SIGNED: _____ **TITLE:** _____ **DATE:** _____



Coconino County Flood Control District
Coconino County Community Development
2500 N. Fort Valley Road
Flagstaff, Arizona 86001

October 19, 2020

PROJECT NAME: Club Cabin Condominiums at Pine Canyon Unit 2
(Preliminary Plat)
PROJECT NUMBER: MES #15169

County Flood Control and Community Development Concept Approval

Attached, please find the Preliminary Plat that **Mogollon** Engineering & Surveying, Inc. has prepared. Per the City of Flagstaff Preliminary Plat requirement, we are hereby informing you, appropriate franchise utility companies, and appropriate agencies of the proposed subdivision.

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Should you have any questions or need additional information please contact Rob Begley, P.E. or Kent Hotsenpiller, R.L.S. at (928) 214-0214. We appreciate your time concerning the completion of this document.

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SIGNED: _____ **TITLE:** _____ **DATE:** _____



Planning & Zoning Commission

5. B.

Meeting Date: 02/10/2021

From: Dan Symer, Zoning Code Manager

Information

TITLE

Discussion: Case No. PZ-21-00019: Request for a work session with the Planning and Zoning Commission to discuss the City's request to amend the Zoning Code to incorporate provisions into the Affordable Housing Incentives and the Parking Adjustments.

STAFF RECOMMENDED ACTION:

No action of the Planning and Zoning Commission is required.

Attachments

Staff Memorandum

1. Draft Zoning Code Amendment



**Community Development Department
Planning and Development Services**

Date: January 26, 2021
TO: Planning and Zoning Commission
FROM: Dan Symer, AICP, Zoning Code Manager
Through: Alaxandra Pucciarelli, Current Planning Manager
RE: Planning and Zoning Commission Work Session

I. Request:

Case No. PZ-21-00019: Request for a work session with the Planning and Zoning Commission to discuss the City's request to amend the Zoning Code to incorporate provisions into the Affordable Housing Incentives that would allow the City Council to approve modifications to the Property Development Standards and to allow modifications to the parking requirements to be less than one space per dwelling.

II. Purpose of the Work Session:

The work session with the Planning and Zoning Commission is required as a "Citizen Review Session" in compliance with Section 10-20.50.040 (Procedures) of the Zoning Code and applicable state law. The purpose of the work session is for staff to present an overview of the proposed amendment, to allow interested residents to provide their ideas, suggestions, and concerns, and for the Commission to ask questions, seek clarification, and discuss the amendment, as well as offer alternate suggestions and ideas. The Commission will take no action at this work session. After the work session, staff will revise the proposed amendment. The amendment will then be presented to the Commission at a public hearing for consideration and action. Once a recommendation is received, a public hearing will be scheduled with the City Council. The anticipated timeline for the amendments is as follows:

- February 9, 2021 – City Council Work Session
- February 10, 2021 – Planning and Zoning Commission Work Session
- February 24, 2021 – Potential Planning and Zoning Commission Public Hearing
- February 25, 2021 – Housing Commission
- March 2, 2021 – Potential City Council Public Hearing (1st Reading of Ordinance)
- March 16, 2021 – Potential City Council Public Hearing (2nd Reading of Ordinance/Adoption)

III. Overview of Proposed Amendment:

The proposed amendment (Attachment 1) incorporates provisions into the Affordable Housing Incentives that would allow the City Council to approve modifications to the Property Development Standards (e.g., area, width, lot size, setback open space, etc.), excluding building height, density, outdoor lighting, and sign related provisions. The provisions would be applicable to affordable

housing developments that provide 100% of the dwelling units to persons or families with a whole income equal to 80% or less of the area median income for the City of Flagstaff.

The intent of the proposed provisions is to allow property owners of affordable housing developments to request modifications to the Property Development Standards that may not easily be addressed as part of the design. Also, it allows for alternative design solutions. Another example of a modification could be a change to the parking requirements to a rate that is less than one space per dwelling unit and is more appropriate for the development, such as the parking requirements for an affordable housing senior living development.

To approve a request to modify the Property Development Standards, the City Council will be required to find that the incorporated findings have been met. In summary, these findings are to ensure that the modification to the Property Development Standards: maintain consistency with the Regional Plan (General Plan); will not cause health, safety, convenience, welfare, or hazard; maintain consistency with other developments that exist in the area; and, are similar in quality to other developments that are available to the public at market rate.

IV. Findings:

At the February 24, 2021 Planning and Zoning Commission meeting, the Commission will be requested to make a recommendation to the City Council on the proposed amendments based on the required findings specified in the Zoning Code. For your reference and discussion purposes, the required findings are specified below.

1. The proposed amendment is consistent with and conforms to the objectives and policies of the General Plan and any applicable specific plan;
2. The proposed amendment will not be detrimental to the public interest, health, safety, convenience, or welfare of the City; and
3. The proposed amendment is internally consistent with other applicable provisions of this Zoning Code.

V. Community Involvement

In accordance with Arizona Revised Statutes and the Zoning Code, the work session before the Planning and Zoning Commission was advertised in the Arizona Daily Sun on January 26, 2021, which is 15 days before the scheduled meeting date.

As of the date of this memorandum, staff has not received any public comments on the proposed amendment.

VII. Conclusion:

As indicated above, the purpose of the work session is for staff to present an overview of the Zoning Code's proposed amendment and allow interested individuals, residents, and business owners to provide comments. Also, the work session allows for the Commission to ask questions, seek clarification, have discussions, and offer comments on the proposed amendment. No formal recommendation or action by the Commission to the City Council is to occur at the work session. Additional opportunities for discussion, public comment, and action by the Commission will occur at a future public hearing.

Attachments:

1. Case No. PZ-21-00019 Zoning Code Text Amendment - 2021: Affordable Housing Modified Development Standards

Case No. PZ-21-00019 Zoning Code Text Amendment - 2021: Affordable Housing Modified Development Standards

HOW TO READ THIS DOCUMENT

Unless otherwise stated, existing 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.**

Section 1. Amend Title 10 FLAGSTAFF ZONING CODE, Division 10-40.20 Affordable Housing Incentives, Section 10-30.20.020 Applicability, Subsection C. Minimum Percentage., as follows:

10-30.20.020 Applicability

- C. **Minimum Percentage.** A minimum of 10 percent of the total number of proposed units must be affordable housing, as defined in Section 10-30.20.050, Density Bonus, **unless a higher minimum is required by other provisions of this division.**

Section 2. Amend Title 10 FLAGSTAFF ZONING CODE, Division 10-40.20 Affordable Housing Incentives, 10-30.20.040 Affordable Housing Incentives, Subsection B. Incentives Defined., Paragraph 4. Adjustment of Building Form Standards., as follows:

10-30.20.040 Affordable Housing Incentives

- B. **Incentives Defined.** For the purposes of this division, developer incentives for affordable housing development are defined below.
4. **Adjustment of ~~Building Form~~ Property Development Standards.**
- a. Affordable housing can utilize Planned Residential Development (Section 10-40.60.280) in any zone to provide flexibility in the application of building form requirements and to increase the potential building types.
 - b. Minor modifications to ~~building form standards~~ **Property Development Standards** for affordable housing developments ~~(e.g., setbacks, height, coverage, area, lot size, or other lot requirements)~~ may be modified up to 15% ~~percent~~.
 - c. **Modifications to the Property Development Standards may be approved by the City Council for a Category 1 affordable housing development that provides 100% of the dwelling units to persons or families with a household income equal to 80% or less of the**

Area Median Income as published annually by the U.S. Department of Housing Development for the City of Flagstaff.

- (i) To approve a request to modify the Property Development Standards, the City Council shall find that the following criteria have been met:
 - (a) The modifications are consistent with and conform to the goals of the General Plan and any applicable specific plans;
 - (b) The modifications will not be detrimental to the public interest, health, safety, convenience, or welfare of the City and will add to the public good as described in the General Plan;
 - (c) The requested modifications will not endanger, jeopardize, or otherwise constitute a hazard to the property or improvements in the vicinity in which the property are located;
 - (d) The proposed development is consistent with the character of the area; and
 - (e) The type, quality, and amenities of the development is consistent with the character of similar developments that are available to the public at market rate.
- d. For the purposes of this section, the Property Development Standards means the Building Form, Building Placement, Building Types, Encroachments and Frontage Types, Fences and Screening, Landscape Standards, Lot Requirements, Open Space, Parking Standards and Required Parking, Private Frontage Types, and any other amount, area, dimensional, quantity, size, or design requirement of the Zoning Code as determined by the Zoning Administrator. Property Development Standards that may be modified pursuant to this section do not include Building Height, Density, the Number of Units per Building Type, Outdoor Lighting Standards, or Signs.

Section 3. Amend Title 10 FLAGSTAFF ZONING CODE, Division 10-50.80: Parking Standards, Section 10-50.80.060 Parking Adjustments, as follows:

10-50.80.060 Parking Adjustments

In the case that more than one parking adjustment may apply, for example as a result of allowed reductions for affordable housing (see Division 10-30.20, Affordable Housing Incentives), reductions for bike racks, or any other reduction authorized by this code, the cumulative parking adjustment shall not exceed 20 percent. However, in multifamily residential developments no less than one parking space per residential unit shall be required; **unless approved by City Council as part of an affordable housing development meeting the criteria set forth in Section 10-30.20.040(B)(4)(c).**



Planning & Zoning Commission

5. C.

Meeting Date: 02/10/2021

From: Alaxandra Pucciarelli, Current Planning Manager

Information

TITLE

Discussion: Staff presentation on solid waste by Todd Hanson, Public Works Section Director and Dylan Lenzen, Sustainability Specialist.

STAFF RECOMMENDED ACTION:

No action of the Planning and Zoning Commission is required.
