

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
MAY 12, 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
CAROLE MANDINO
DR. ALEX MARTINEZ

DR. ERIC NOLAN
LLOYD PAUL
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 meeting on Wednesday, April 14, 2021.

5. PUBLIC HEARING

- A.** A request by the City to amend the Zoning Code to modify the existing Medical Marijuana land use and application provisions to address Proposition 207 – Smart and Safe Arizona Act (recreational use of marijuana) that was approved by the Arizona voters in November 2020.

STAFF RECOMMENDED ACTION:

Staff recommends the Planning and Zoning Commission, in accordance with the findings presented in this report, find that the required findings of the Zoning Code have been met, and make a recommendation to the City Council for approval of the Zoning Code Text Amendment.

6. GENERAL BUSINESS

- A.** Aspen Place at the Sawmill Comprehensive Sign Plan Addendum (CC-21-00297)

STAFF RECOMMENDED ACTION:

The Planning and Zoning Commission has the discretion to approve signage that exceeds the sign standards with the review and approval of a Comprehensive Sign Program.

- B.** Discussion: Case No. PZ-21-00066: Request for a work session with the Planning and Zoning Commission to discuss the City's proposed amendment to the Zoning Code to modify the existing Accessory Dwelling Unit (ADU) and accessory structure requirements.

STAFF RECOMMENDED ACTION:

No action of the Planning and Zoning Commission is required.

7. MISCELLANEOUS ITEMS TO/FROM COMMISSION MEMBERS

8. 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 May 7, 2021, 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 7th day of May, 2021.

Tammy Bishop, Administrative Specialist



Planning & Zoning Commission

5. A.

Meeting Date: 05/12/2021

From: Dan Symer, Zoning Code Manager

Information

TITLE:

A request by the City to amend the Zoning Code to modify the existing Medical Marijuana land use and application provisions to address Proposition 207 – Smart and Safe Arizona Act (recreational use of marijuana) that was approved by the Arizona voters in November 2020.

STAFF RECOMMENDED ACTION:

Staff recommends the Planning and Zoning Commission, in accordance with the findings presented in this report, find that the required findings of the Zoning Code have been met, and make a recommendation to the City Council for approval of the Zoning Code Text Amendment.

Policy Impact:

Attachments

Staff Report

1. Application Narrative and Regional Plan Analysis
 2. Draft of Case No. PZ-21-00056 Zoning Code Text Amendment - 2021: Marijuana Uses
-

PLANNING AND DEVELOPMENT SERVICES REPORT

Zoning Code Text Amendment

PUBLIC HEARING

PZ-21-00056

DATE: April 7, 2021

MEETING DATE: May 12, 2021

REPORT BY: Dan Symer, AICP

REQUEST:

City's request for a Zoning Code Text Amendment to modify the existing Medical Marijuana land use and application provisions to address Proposition 207 – Smart and Safe Arizona Act (recreational use of marijuana) that was approved by the Arizona voters in November 2020.

STAFF RECOMMENDATION:

Staff recommends the Planning and Zoning Commission, in accordance with this report, find that the required findings of the Zoning Code have been met, and that the Planning and Zoning Commission make a recommendation to the City Council for approval of the Zoning Code Text Amendment.

I. Proposed Amendment:

The proposed amendment (Attachment 2) modifies the existing marijuana use provisions of the Zoning Code to address Proposition 207 – Smart and Safe Arizona Act (the "Act") that the Arizona voters approved in November 2020 to allow recreational use of marijuana. Furthermore, the amendment is to implement the City Council's January 12, 2021, and March 2, 2021, direction to allow medical and dual license (medical or recreational) dispensaries and the testing, cultivation, and manufacturing of marijuana products. To accommodate both the medical marijuana and the associated uses, which is also referred to as Marijuana Establishments, the proposed revisions to the Zoning Code incorporate the following modifications:

- The Medical Marijuana Dispensary land use has been revised to be called Marijuana Dispensary. In addition, the associated definition has been modified to accommodate both medical and dual license (medical or recreational) sales. Furthermore, the definition incorporates the associated accessory uses (cultivation, manufacturing, processing, packaging, or storage of marijuana products) to be consistent with the Arizona Revised Statutes (ARS) pertaining to a dispensary's allowed operation characteristics allowed under ARS.
- A new land use, Marijuana Testing Facility, and its associated definition has been added. This land use is a laboratory that tests marijuana and marijuana products for potency and impurities. The Marijuana Testing Facility is proposed to be allowed in the Suburban Commercial (SC), Community Commercial (CC), Highway Commercial (HC), Commercial Service (CS), Research and Development (RD), Light Industrial (LI), and Light Industrial – Open (LI-O) zones as an allowed use.
- Medical Marijuana Off-Site Cultivation Location is proposed to be revised to Marijuana Off-Site Cultivation Location. In addition, the existing definition is proposed to be deleted, and a new definition is proposed to be added that conforms with the Act and the existing ARS provisions for medical marijuana. The Marijuana Off-Site Cultivation Location land use allows for the cultivation, manufacturing, packaging, processing, and storage of marijuana and marijuana products, but it excludes the sale or transfer of marijuana and marijuana products to consumers. The Marijuana Off-Site Cultivation Location use is proposed to be maintained as an allowed use in the Light Industrial (LI), Light Industrial – Open (LI-O), Heavy Industrial (HI), and Heavy Industrial – Open (HI-O) zones.

- A new land use, Marijuana Off-site Manufacturing Location, and its associated definition has been added. The proposed definition of the land use allows for the manufacturing, packaging, processing, and storage of marijuana and marijuana products, excluding the sale or transfer of marijuana and marijuana products to consumers. The Marijuana Off-site Manufacturing Location land use is proposed to be allowed in the Light Industrial (LI), Light Industrial – Open (LI-O), Heavy Industrial (HI), and Heavy Industrial – Open (HI-O) zones.
- The term and definition of Marijuana Establishment has been added to maintain consistency with the Act. A Marijuana Establishment is any of the following: Marijuana Dispensary, Marijuana Off-Site Cultivation Location, Marijuana Off-site Manufacturing Location, or Marijuana Testing Facility.
- The existing provisions have been modified to include a Concept Plan Review prior to the submittal of a Building Permit or Business License application or prior to a structure's occupancy for a Marijuana Establishment.

In addition to the above modifications, several of the existing provisions are proposed to be deleted since they are regulated and verified by the Arizona Department of Health Services as part of the department's review and certification of Marijuana Establishments and marijuana facility agents. Also, the provisions have been updated, requiring a dimensioned plan drawn by a surveyor and an affidavit signed by the applicant attesting that the lot or parcel proposed to contain the Marijuana Establishment meets the separation requirements specified in subsection F. of Section 10-40.60.220 (Please refer to Attachment 2). Furthermore, several provisions have been modified for simplification purposes.

II. Zoning Code Text Amendment

The Planning Director shall provide a recommendation to the Planning and Zoning Commission for its review. The Director's recommendation shall be transmitted to the Planning and Zoning Commission in the form of a staff report prior to a scheduled public hearing. The recommendation shall include the following: an evaluation of the consistency and conformance of the proposed amendment with the goals and policies of the General Plan and any applicable specific plans; the grounds for the recommendation based on the standards and purposes of the zones set forth in Section 10-40.20 (Establishment of Zones) of the Zoning Code; and a recommendation on whether the amendment should be granted or denied.

A Zoning Code Text Amendment shall be evaluated based on the following findings:

A. Finding #1:

The proposed amendment is consistent with and conforms to the objectives and policies of the General Plan and any applicable specific plan;

The amendment's primary purpose is to implement the City Council's direction to update the Zoning Code to conform with the Act and to maintain consistency and conformance with the Regional Plan's (General Plan) goals and policies. Therefore, the modifications would allow for Marijuana Establishments to cultivate, manufacture, sell, and store marijuana products. The proposed provisions address multiple goals and policies of the Regional Plan. These include:

- Providing submittal and locational requirements that are transparent and minimize duplication with the State of Arizona's requirements to be a certified Marijuana Establishment that is allowed to cultivate, manufacture, sell, and store marijuana products (Regional Plan Goal ED.1.);
- Allowing the Marijuana Establishment land uses (Marijuana Dispensary, Marijuana Off-Site Cultivation Location, Marijuana Off-site Manufacturing Location, and Marijuana Testing Facility) in several commercial and industrial zones that will permit new and existing marijuana-based businesses to be retained, expanded, and located in Flagstaff, as well as providing for scientific testing of marijuana products (Regional Plan Goal ED.3., and Policies CC.5.1., CC.5.5., ED.3.1., ED.3.5., and ED.4.2.); and,
- Allowing Marijuana Establishments to group related operations (cultivation, manufacturing, sales, and storage of marijuana products) in commercial and industrial zones in a manner that will permit urban agriculture, the utilization of existing transportation facilities, and provide leasing and development opportunities of commercial and industrial

property (Policies ED.3.5., ED.4.2, LU.3.5., and LU.15.1.).

B. Finding #2

The proposed amendment will not be detrimental to the public interest, health, safety, convenience, or welfare of the City;

The provisions of the amendment are not anticipated to be detrimental to the public interest, health, safety, convenience, or welfare of the city. To assist in ensuring that the proposed Marijuana Establishment land uses are not detrimental, minimum separation requirements are established from facilities and locations that contain any of the following uses: daycares, educational, family recreation and entertainment, public libraries and parks, drug or alcohol rehabilitation, and other Marijuana Establishments. In addition, provisions have been incorporated pertaining to the security, disposal of marijuana remnants and by-products, and prohibition of onsite consumption of marijuana products and emissions of dust, fumes, vapors, smoke, or odors into the environment from a Marijuana Establishment.

C. Finding #3

The proposed amendment is internally consistent with other applicable provisions of this Zoning Code.

The amendment is internally consistent, utilizes the existing format, and does not conflict with other Zoning Code provisions. It maintains the Zoning Code's purpose as a comprehensive contemporary set of land uses and requirements that are straightforward, usable, and easily understood.

III. CITIZEN PARTICIPATION

Persons of interest on file with the Planning and Development Services section of the Community Development Division were notified of the Planning and Zoning Commission and City Council work sessions and public hearing via first-class mail. Moreover, notification of the work sessions and public hearings were published on the City's Facebook and Flagstaff Community Forum web pages and in the Arizona Daily Sun. As of the date of this report, staff has not had any public comments on the proposed Zoning Code Text Amendment.

IV. PLANNING AND ZONING COMMISSION WORK SESSION

At the Planning and Zoning Commission Work Session of April 14, 2021, staff reviewed the text amendment application with the Commission. The Commission had a general question regard the odor regulations to clarify their understanding of the proposed Zoning Code Text Amendment. The existing regulations and proposed Zoning Code Text Amendment maintenance the prohibition of the emittance of odor from a Marijuana Establishment.

V. CITY COUNCIL WORK SESSION

At the City Council Work Sessions of January 12, 2021, and March 2, 2021, the City Council provided direction to staff to modify the existing medical marijuana Zoning Code provisions to accommodate the Act's associated uses. In addition, the City Council's direction included limiting the sales of marijuana to entities that are certified by the State of Arizona to operate as a medical dispensary or dual license (medical or recreational) dispensary. The direction also included utilizing the applicable medical marijuana Zoning Code criteria for all marijuana uses that the Act addresses.

Attachments:

1. Application Narrative and Regional Plan Analysis
2. Draft of Case No. PZ-21-00056 Zoning Code Text Amendment - 2021: Marijuana Uses

Case No. PZ-21-00056 Zoning Code Text Amendment - 2021: Marijuana Uses

Narrative and Regional Conformance Analysis

Narrative

Approved by the Arizona voters in November 2020, Proposition 207 – Smart and Safe Arizona Act (the “Act”) allows for the recreational use and retail sales of marijuana to persons 21 years of age and older. In addition, the Act allows for cities, towns, and counties to enact local zoning regulations pertaining to the Act and the associated sale, cultivation, product manufacturing, and testing of marijuana, provided that the regulations are not more restrictive than the community’s provisions for medical marijuana use.

On January 12, 2021, and March 2, 2021, the City Council provided direction to staff to modify the existing medical marijuana Zoning Code provisions to accommodate the Act’s associated uses (Marijuana Dispensary, Marijuana Off-Site Cultivation Location, Marijuana Off-site Manufacturing Location, and Marijuana Testing Facility). In addition, the City Council’s direction included limiting the sales of marijuana to entities that are certified by the State of Arizona to operate as a medical dispensary or dual license (medical or recreational) dispensary. The direction also included utilizing the applicable medical marijuana Zoning Code criteria for all marijuana uses that the Act addresses.

To accommodate the City Council's direction to allow both the medical marijuana and the Act’s uses, the proposed revisions to the Zoning Code incorporate changes to the existing Medical Marijuana provisions that combine the uses in a general manner while utilizing the Act’s more inclusive terms and definitions. Therefore, several existing terms and land use are either modified or deleted, and new terms and land uses are added. In addition, the new land uses have been added to several zones. The following is a summary of the modification:

- The Medical Marijuana Dispensary land use has been revised to be called Marijuana Dispensary.
- Medical Marijuana Off-Site Cultivation Location is proposed to be revised to Marijuana Off-Site Cultivation Location.
- A new land use, Marijuana Testing Facility, and its associated definition has been added. This land use is a laboratory that researches and tests marijuana and marijuana products for potency and impurities.
- A new land use, Marijuana Off-site Manufacturing Location, and its associated definition has been added. The proposed definition of the land use allows for the manufacturing, packaging, processing, and storage of marijuana and marijuana products, excluding the sale or transfer of marijuana and marijuana products to consumers.
- A new term and definition of Marijuana Establishment has been added to maintain consistency with the Act. A Marijuana Establishment is any of the following: Marijuana Dispensary, Marijuana Off-Site Cultivation Location, Marijuana Off-site Manufacturing Location, or Marijuana Testing Facility.
- The Marijuana Off-site Manufacturing Location and Marijuana Testing Facility land uses are proposed to be allowed in the Light Industrial (LI), Light Industrial – Open (LI-O), Heavy Industrial (HI), and Heavy Industrial – Open (HI-O) zones.
- In addition to the Industrial zones, the Marijuana Testing Facility land use is proposed to be allowed in the Suburban Commercial (SC), Community Commercial (CC), Highway Commercial (HC), Commercial Service (CS), and Research and Development (RD) zones. These facilities are similar to specimen and material testing facilities (e.g., Sonora Quest, LabCorp, etc.).

Regional Plan Conformance

Chapter VIII - Community Character

- Policy CC.5.1. Promote first class arts, research, and educational facilities.
- Policy CC.5.5. Promote and expand scientific research as a key component to the Flagstaff region's character.

The Zoning Code's modifications incorporate the Marijuana Testing Facility land use into several zones to achieve the above-referenced policies. The primary function of these facilities is to research and test for potency and impurities. An essential component of the marijuana use industry is to inform consumers of product information pertaining to what they are purchasing, including safety considerations. Adding this land use to the Zoning Code helps expand the potential businesses that could contribute to Flagstaff's research community and diversification of services, which will also contribute to a new and expanding consumer marijuana industry. Furthermore, the incorporation of the land use allows for local marijuana establishments to have their products tested locally, negating the necessity to ship products for analysis to other testing facilities throughout the state.

Chapter IX - Growth Areas & Land Use

- Policy LU.3.5. Allow and encourage urban agriculture.
- Policy LU.15.1. Encourage the grouping of medical and professional offices, light industrial, research, and skill training with other necessary workforce services and transportation options.

The modifications to incorporate the marijuana establishment land uses and the zones they are permitted allow for locating complementary uses nearby, which will help create embryonic synergies of the industry's varying components. In addition, the cultivation of medical and recreational marijuana within Flagstaff may assist in promoting, expanding, and diversifying the urban agriculture industry in the industrial areas and within dispensaries. Also, the commercial and industrial zones that these uses are allowed are typically nearby transportation facilities that may assist with the shipment of products and promote a new and expanded industry.

Chapter XIV - Economic Development

- Goal ED.1. Create a healthy environment for business by ensuring transparent, expeditious, and predictable government processes.
- Goal ED.3. Regional economic development partners support the start-up, retention, and expansion of existing business enterprises.
- Policy ED.3.1. Encourage regional economic development partners to continue proactive programs to foster the retention and expansion of existing enterprises and home-based businesses in the community.
- Policy ED.3.5. Advocate the economic sustainability and growth of businesses with opportunities for transitional commercial space, leased space, and property ownership.
- Policy ED.4.2. Promote variety and flexibility in land use and development options within the urban growth boundary.

To achieve the above-referenced policies, the Zoning Code's modifications are intended to provide simplified requirements that are transparent and minimize duplication with the State of Arizona's requirements to be certified to cultivate, manufacture, sell, and store marijuana products. In addition, the modification to the existing medical dispensary provisions to allow the sales of recreational marijuana will permit existing businesses to expand. The incorporation of these land uses, and the removal of the current provisions that require cultivation locations to be associated with a Flagstaff dispensary, may also assist in the utilization of existing vacant industrial buildings and expand Flagstaff's

exportation of products grown, stored, and manufactured within the city. Furthermore, the land uses expand the diversity of uses allowed within the Zoning Code.

Case No. PZ-21-00056 Zoning Code Text Amendment - 2021: Marijuana Uses

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 10-20.30 Common Procedures, Section 10-20.30.050 Concept Plan Review, Subsection B. Applicability., as follows:

Section 10-20.30.050 Concept Plan Review

B. Applicability.

1. All developments requiring site plan review and approval (Section 10-20.40.140);
2. Any change of use that triggers an increase in required parking;
3. A proposed duplex;
4. Structural modifications to an exterior facade that is visible from a public way, including, but not limited to, public and private streets, public trails and paths, and alleys; ~~and~~
5. A proposed single-family residence located on a parcel that is not part of a platted ~~subdivision.~~ **subdivision; and**
6. **Any use that requires a Concept Plan in accordance with the regulations of Division 10-40.60: Specific to Uses.**

Section 2. Amend Title 10 FLAGSTAFF ZONING CODE, Division 10-40.30 Non-Transect Zones, Section 10-40.30.040 Commercial Zones, Subsection B. Commercial Zones – Allowed Uses., Table 10-40.30.040.B., Medical Marijuana Dispensary, and to add Marijuana Testing Facility, as follows:

Section 10-40.30.040 Commercial Zones

Table 10-40.30.040.B. Commercial Zones – Allowed Uses						
Primary Land Use¹	Specific Use Regulations	Commercial Zones				
		SC	CC	HC	CS	CB
Medical Marijuana Dispensary	10-40.60.220	--	--	P	--	--
Marijuana Testing Facility		P	P	P	P	--

Section 3. Amend Title 10 FLAGSTAFF ZONING CODE, Division 10-40.30 Non-Transect Zones, Section 10-40.30.050 Industrial Zones, Subsection B. Industrial Zones – Allowed Uses., Table 10-40.30.050.B., Medical Marijuana Cultivation Location, and to add Marijuana Testing Facility, as follows:

Section 10-40.30.050 Industrial Zones

Table 10-40.30.050.B. Industrial Zones – Allowed Uses						
Primary Land Use¹	Specific Use Regulations	Industrial Zones				
		RD	LI	LI-O	HI	HI-O
Medical Marijuana Off-Site Cultivation Location	10-40.60.220	--	P	P ⁷	P	P ⁷
Marijuana Off-site Manufacturing Location	10-40.60.220	--	P	P⁷	P	P⁷
Marijuana Testing Facility	10-40.60.220	P	P	P⁷	--	--

Section 4. Amend Title 10 FLAGSTAFF ZONING CODE, Division 10-40.60: Specific to Uses, Section 10-40.60.220 Medical Marijuana Uses, as follows:

10-40.60.220 ~~Medical~~ Marijuana ~~Uses~~ Establishments

~~A. General Requirements for Medical Marijuana Uses. The minimum requirements of this section shall apply to all medical marijuana dispensaries and to medical marijuana dispensary off-site cultivation locations.~~

A. **Applicability.** Prior to the submittal of a Building Permit or Business License application, or prior to the occupancy of a structure, for a Marijuana Establishment, the applicant shall complete a Concept Plan in accordance with Section 10-20.30.050 Concept Plan Review.

B. ~~In addition to any other application requirements, an applicant for any medical marijuana dispensary or medical marijuana dispensary off-site cultivation location shall provide~~ The Concept Plan application shall include the following:

1. A notarized authorization executed by the property owner acknowledging and consenting to the ~~proposed~~ use of the property as a ~~medical marijuana dispensary or a medical marijuana dispensary off-site cultivation location, as applicable~~ Marijuana Establishment;
2. The ~~legal~~ name of the Marijuana Establishment and the name of the owner(s) of the Marijuana Establishment ~~the name of the medical marijuana dispensary or a medical marijuana dispensary off-site cultivation location;~~
- ~~3. If the application is for a medical marijuana dispensary off-site cultivation location, the name and location of the medical marijuana dispensary with which it is associated;~~
- ~~4. The name, address and birth date of each officer and board member of the nonprofit medical marijuana dispensary;~~
5. 3. The name, address, birth date, and valid registry identification card number of each nonprofit medical marijuana dispensary agent **or registered marijuana facility** agent;
- ~~6. A copy of the operating procedures adopted in compliance with A.R.S. § 36-2804;~~
- ~~7. A notarized certification that none of the nonprofit medical marijuana dispensary officers or board members has been convicted of any of the following offenses:~~
 - ~~a. A violent crime as defined in A.R.S. § 13.901.03(B) that was classified as a felony in the jurisdiction where the person was convicted; or~~
 - ~~b. A violation of State or Federal controlled substance law that was classified as a felony in the jurisdiction where the person was convicted except an offense for which the sentence including any term of probation incarceration or supervised release was completed 10 or more years earlier or an offense involving conduct that would be immune from arrest prosecution or penalty under A.R.S. § 36-2811 except that the conduct occurred before the effective date of that statute or was prosecuted by an authority other than the State of Arizona.~~
- ~~8. A notarized certification that none of the nonprofit medical marijuana dispensary officers or board members has served as an officer or board member for a medical marijuana dispensary that has had its registration certificate revoked;~~
9. 4. A security plan describing details of alarm systems and exterior lighting in compliance with Division 10-50.70, Outdoor Lighting Standards, and including a floor plan showing the location, ~~dimensions~~ **dimensions**, and type of security measures demonstrating that the ~~medical~~

~~marijuana dispensary or medical marijuana dispensary off-site cultivation location~~

Marijuana Establishment will be secured, enclosed, and locked as required by law; and

- ~~10.~~ 5. A scaled survey sealed by a land surveyor registered in the State of Arizona ~~A scale-~~
~~drawing~~ depicting the property lines of the lot or parcel that is proposed to contain the
Marijuana Establishment and the separations from the nearest ~~property boundary of the-~~
~~parcel containing the medical marijuana dispensary or medical marijuana dispensary off-~~
~~site cultivation location to the property boundary of the parcel~~ lot or parcel that contain
containing any of the existing uses listed in subsection (F) of this section. ~~If any of the uses-~~
~~are located within 50 feet of the minimum separation, the drawing showing actual-~~
~~surveyed separations shall be prepared by a registered land surveyor.~~
6. An affidavit signed and notarized by the applicant attesting that the lot or parcel proposed to
contain the Marijuana Establishment meets the separation requirements from the nearest lot
or parcel containing any of the existing uses listed in subsection (F) of this section.
- C. A ~~medical marijuana dispensary~~ Marijuana Dispensary shall have operating hours not earlier than
8:00 a.m. and not later than 7:00 p.m.
- D. A ~~medical marijuana dispensary or medical marijuana dispensary off-site cultivation location~~
Marijuana Establishment shall:
 1. ~~Be-~~ Not be located in a ~~permanent~~ temporary building or structure (e.g. ~~and may not be-~~
~~located in a semi-trailer,~~ shipping container, storage structure, tent, trailer, ~~or motor vehicle~~
vehicle, etc. as determined by the Zoning Administrator);
 - ~~2. — Not have drive-through service;~~
 - ~~3.~~ 2. Not emit dust, fumes, vapors, ~~smoke~~ smoke, or odors into the environment;
 - ~~4.~~ 3. Prohibit consumption of marijuana on the premises, including the parking area associated with
the ~~marijuana dispensary or medical marijuana dispensary off-site cultivation location~~
Marijuana Establishment;
 - ~~5. — Not have outdoor seating areas;~~
 - ~~6.~~ 4. Display a current City of Flagstaff business license ~~applicable to medical marijuana uses;~~
 - ~~7.~~ 5. Include a secure storage area that can be enclosed and locked as required by law;
 - ~~8. — Have a single secure entrance as required by law. Additional fire exits that may be required-~~
~~by applicable Building Code requirements shall be provided with an alarm system to prevent-~~
~~unauthorized exiting; and~~
 6. Have a single secure entrance or, if a dual licensee, demonstrate appropriate security
measures to deter and prevent the theft of marijuana and to reasonably regulate customer
access to the premises, including equipping all entrances and exits with an alarm system;
 7. Provide additional exits in accordance with the Building Code or Fire Code; and
 - ~~9.~~ 8. ~~Shall dispose~~ Dispose of ~~medical~~ marijuana remnants and by-products in accordance with
State and local regulations.
- E. A Marijuana Dispensary shall not have a drive-through service or an outdoor seating area for
dispensary customers. An outdoor seating area for employees shall be designed in a manner
that prohibits access and use by dispensary customers.

- ~~E. Medical marijuana infusion facilities shall only be permitted within a medical marijuana dispensary or at a medical marijuana off-site cultivation location.~~
- F. A ~~medical marijuana dispensary or medical marijuana dispensary off-site cultivation location~~ **Marijuana Establishment** shall meet the following minimum separations, measured in a straight line from the boundary of the **lot or** parcel containing the ~~medical marijuana dispensary or medical marijuana dispensary off-site cultivation location~~ **use** to the property boundary of the **lot or** parcel containing any **of the** existing uses listed below:
1. Two thousand feet from ~~any other medical marijuana dispensary, medical marijuana dispensary off-site cultivation location, or medical marijuana infusion facility~~ **another Marijuana Establishment**;
 2. Five hundred feet from a ~~licensed~~ residential substance abuse treatment facility or other residential drug or alcohol rehabilitation facility **licensed by the State of Arizona**;
 3. Five hundred feet from a community college, university, or from any public, private, parochial, charter, dramatic, dancing, music learning ~~center~~ **center**, or other similar school or educational facility that caters to children;
 4. Five hundred feet from a daycare home or daycare center;
 5. Five hundred feet from a public library or public park; and
 6. Five hundred feet from a facility devoted to family recreation or entertainment.
- ~~G. A medical marijuana off-site cultivation location not associated with a medical marijuana dispensary located in Flagstaff is prohibited.~~
- ~~H. Medical marijuana cultivation may occur within a medical marijuana dispensary.~~
- ~~I. Medical Marijuana Qualifying Patient Cultivation Location. A qualifying patient may cultivate at their place of residence within the Flagstaff City limits subject to compliance with A.R.S. § 36-2804.02, i.e., a qualifying patient may not cultivate medical marijuana at their place of residence if there is a medical marijuana dispensary located within 25 miles of the qualifying patient's home.~~
- ~~J. Medical Marijuana Designated Caregiver Cultivation Location.~~
- ~~1. All conditions and restrictions for medical marijuana dispensary off-site cultivation locations apply except that the designated caregiver cultivation location cultivation area is limited to a total of 250 square feet maximum, including any storage areas.~~
 - ~~2. A designated caregiver may cultivate at their residence for a single qualifying patient subject to compliance with A.R.S. § 36-2806.01.~~
 - ~~3. More than one designated caregiver may co-locate cultivation locations as long as the total cultivation area does not exceed 250 square feet maximum, including storage areas.~~

Section 5. Amend Title 10 FLAGSTAFF ZONING CODE, Division 10-80.20: Definition of Specialized Terms, Phrases, and Building Functions, Section 10-80.20.130 Definitions "M", to modify Medical Marijuana, Medical Marijuana Dispensary, Medical Marijuana Dispensary Cultivation Location and Medical Marijuana Infusion Facility, and incorporate Marijuana

Cultivation and Manufacturing Standalone Location, and Marijuana Testing Facility in alphabetical order, as follows:

10-80.20.130 Definitions “M”

~~Medical Marijuana: All parts of the genus Cannabis whether growing or not, and the seed of such plants that may be administered to treat or alleviate a qualifying patient’s debilitating medical condition or symptoms associated with the patient’s debilitating medical condition.~~

Marijuana: Means Marijuana and Marijuana Concentrate prescribed in A.R.S. §36-2850, as amended.

~~Medical Marijuana Dispensary: A nonprofit medical or dual licensee (as defined in ARS §36-2850, as amended) marijuana dispensary registered and certified pursuant to A.R.S. § 36-2804 that may also include a medical marijuana infusion facility.~~ **certified by the State of Arizona to sell marijuana and marijuana products to consumers, which may include the cultivation, manufacturing, processing, packaging, or storage of marijuana products as an accessory use to the dispensary.**

~~Medical Marijuana Dispensary Off-Site Cultivation Location: The one additional location, if any, where marijuana may be cultivated for the use of a medical marijuana dispensary as disclosed pursuant to A.R.S. § 36-2804.~~

Marijuana Establishment: Means any of following: Marijuana Dispensary, Marijuana Off-Site Cultivation Location, Marijuana Off-site Manufacturing Location, and Marijuana Testing Facility.

~~Medical Marijuana Infusion Facility: A facility that incorporates medical marijuana by means of cooking, blending, or incorporation into consumable/edible goods.~~

Marijuana Off-Site Cultivation Location: A location used by an entity certified by the State of Arizona to cultivate, manufacture, package, process, and store marijuana and marijuana products, excluding the sale or transfer of marijuana and marijuana products to consumers.

Marijuana Off-site Manufacturing Location: A location used by an entity certified by the State of Arizona to manufacture, package, process, and store marijuana and marijuana products, excluding the sale or transfer of marijuana and marijuana products to consumers.

Marijuana Testing Facility: Means Marijuana Testing Facility prescribed in A.R.S. §36-2850, as amended.



Planning & Zoning Commission

6. A.

Meeting Date: 05/12/2021

From: Genevieve Pearthree, Planning Development Manager

Information

TITLE:

Aspen Place at the Sawmill Comprehensive Sign Plan Addendum (CC-21-00297)

STAFF RECOMMENDED ACTION:

The Planning and Zoning Commission has the discretion to approve signage that exceeds the sign standards with the review and approval of a Comprehensive Sign Program.

Executive Summary:

Apartment Ventures and the Village at Aspen Place apartments (property owner and applicant) and Signarama (sign contractor) request Planning and Zoning Commission's review and approval of an addendum to the Aspen Place at the Sawmill Comprehensive Sign Plan at 601 E. Piccadilly Dr. The request is to increase the maximum allowed sign area and height for a multifamily residential building sign from 2.8 square feet in area, and 4.8 feet above grade, to 20 square feet in area and 10.5 feet above grade.

Attachments

Application

Aspen Place at the Sawmill Comprehensive Sign Plan p. 1-21

Aspen Place at the Sawmill Comprehensive Sign Plan p. 22-32

Sign Plan Addendum

Street View of Proposed Sign Location

Aerial View of Proposed Sign Location

Staff Report



City of Flagstaff

Community Development Division

211 W. Aspen Ave P: (928) 213-2601

Flagstaff, AZ 86001 F: (928) 213-2609

www.flagstaffaz.gov

PSIGN

Date Received		Application for Permanent Sign Permit		Permit Number NA
Site Address (including suite #) 601 Piccadilly Dr.		City, State, Zip Flagstaff, AZ 86001		Parcel # NA
Business Name Village at Aspen Place	Business Owner Name Tamra Araiza		City License # NA	
Local Contact or Manager Name Tamra Araiza		Phone 928-214-0200		Shopping Center/Building Name NA
Business Mailing Address 601 Piccadilly Dr.		City, State, Zip Flagstaff, AZ 86001		E-mail tamra.araiza@greystar.com
Total Value of Sign(s) \$7,500	Zoning District HC (Highway Commercial)	Multi-Tenant (3 or more) Development or Shopping Center <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

Contact the local Registrar of Contractors Office (928) 526-2325 regarding licensed contractor requirements. If you are using a licensed General Contractor and/or subcontractors, you must provide that information prior to the permit being issued.

Sign Contractor/Vendor Name Signarama	Address 2333 E Spruce Ave	City, State, Zip Flagstaff, AZ 86004
Contact Name Jeff Wells	Phone (928) 607-9411	Email jeff@sarflagstaff.com
Contractor's License # 327075		City of Flagstaff Business License # 20369

Description of Proposed Work:

Special Districts:

☐ Yes ☒ No This property is in a local or national Historic District. If yes, specify: _____

☐ Yes ☒ No This property is in the ☐ Central Sign District ☐ Downtown Historic District ☐ Flagstaff Auto Park District

☒ Yes ☒ No This property has a Comprehensive Sign Plan. If yes, specify: CHANGE TO EXISTING CSP

Important Information about this Application:

- See the Planning Map on the **City of Flagstaff Public Mapping Portal** for information on **Zoning, Lighting Zones, and Historic Districts**: <https://gis.flagstaffaz.gov/portal/apps/sites/#/opendata/app/e875b6af210e466095227070ee2ccc94>.
- See **page 3** of this application for a complete list of submittal requirements. See **page 4** of this application and **Section 10-50.100 Sign Standards of the Zoning Code** for City of Flagstaff Sign Standards.
- Contact the **Planner of the Day** (<https://www.flagstaff.az.gov/150/Current-Planning>) with questions. A Permanent Sign Permit applicant may receive clarification from the City Zoning Code Manager on how the City is interpreting this Section.
- A **Permanent Sign Permit** is required for sign face changes for existing internally illuminated signs. A Permanent Sign Permit is not required for sign face changes within the existing frame for non-illuminated and externally-illuminated signs.
- An **Outdoor Lighting Permit** is required for changes to the lighting of externally-illuminated signs.
- An **Over-The-Counter Electrical Permit** is required for signs that include electrical work as part of installation.
- A **separate Building Permit** is required for freestanding signs that meet at least one the following: 1) The sign is more than 6 ft. tall from grade to the top of the sign, 2) The aggregate area of all signs on the structure is more than 35 square feet, and/or 3) There is electrical work associated with the sign. An Over-The-Counter permit is not required for these signs.
- Signs in a **Historic District** or in the **Central Sign District** also require a **Heritage Preservation Commission (HPC)** application. (<https://www.flagstaff.az.gov/901/Heritage-Preservation>). Complete and submit page 1 with the application fee.
- An application shall be considered withdrawn for failure to respond within 30 days to corrections provided by the City.

JW _____ (Initials) I hereby certify that the information set forth on this form is complete and accurate and do hereby agree to comply with all applicable codes of the City of Flagstaff and the State of Arizona and with any conditions attached hereto, and request that all pertinent City personnel access my property at any time deemed necessary to inspect work being done relating to this permit.

Applicant Signature:	<input checked="" type="checkbox"/> Contractor <input type="checkbox"/> Agent	Date: 2-15-2021
For City Use		
Received By:	Fee Receipt #:	
Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No	Staff Initial:	Date Approved:

Required Information for Each New Sign or Sign Face Change

Please fill out the table with the required information for each sign (provide all dimensions in feet; e.g 5.5 feet).
If there are more than three signs proposed, copy this page and fill out the table for each additional sign (label the additional signs Sign 4, Sign 5, Sign 6, etc.).

Sign 1

<input type="checkbox"/> Sign Face Change Only	<input type="checkbox"/> Building Mounted	<input type="checkbox"/> Driveway	<input type="checkbox"/> Landscape Wall	<input type="checkbox"/> Service Island
<input type="checkbox"/> Comprehensive Sign Plan	<input type="checkbox"/> Changeable Copy	<input type="checkbox"/> Freestanding	<input type="checkbox"/> Projecting	<input checked="" type="checkbox"/> Suspended
<input type="checkbox"/> Awning/Canopy	<input type="checkbox"/> Directory	<input type="checkbox"/> Interpretive	<input type="checkbox"/> Roof Mounted	<input type="checkbox"/> Window

Sign Face Dimensions: Height 18" Width 144" Depth 3" Sign Material(s): LED cabinet sign

Height from grade to top of sign: 148" Height from grade to bottom of sign: 128"

Type of Illumination: ☐ None ☒ LED ☐ Incandescent ☐ Florescent ☐ Neon ☐ Other (specify) _____

Lighting Zone and Time Limitation: ☐ Zone 1 (9:00 PM) ☒ Zone 2 (11: 00 PM) ☐ Zone 3 (11:00 PM)

Building Mounted Signs Only:
Wall length of business on primary building frontage 75' Wall length of business on secondary frontage (if applicable): NA

Freestanding Signs Only:
Total length of primary street frontage 7' Total length of secondary street frontage (if applicable) NA
Total landscaping required (sq. ft.) NA Total landscaping provided (sq. ft.) NA

Sign 2

<input type="checkbox"/> Sign Face Change Only	<input type="checkbox"/> Building Mounted	<input type="checkbox"/> Driveway	<input type="checkbox"/> Landscape Wall	<input type="checkbox"/> Service Island
<input type="checkbox"/> Comprehensive Sign Plan	<input type="checkbox"/> Changeable Copy	<input type="checkbox"/> Freestanding	<input type="checkbox"/> Projecting	<input type="checkbox"/> Suspended
<input type="checkbox"/> Awning/Canopy	<input type="checkbox"/> Directory	<input type="checkbox"/> Interpretive	<input type="checkbox"/> Roof Mounted	<input type="checkbox"/> Window

Sign Face Dimensions: Height _____ Width _____ Depth _____ Sign Material(s): _____

Height from grade to top of sign: _____ Height from grade to bottom of sign: _____

Type of Illumination: ☐ None ☐ LED ☐ Incandescent ☐ Florescent ☐ Neon ☐ Other (specify) _____

Lighting Zone and Time Limitation: ☐ Zone 1 (9:00 PM) ☐ Zone 2 (11: 00 PM) ☐ Zone 3 (11:00 PM)

Building Mounted Signs Only:
Wall length of business on primary building frontage _____ Wall length of business on secondary frontage (if applicable): _____

Freestanding Signs Only:
Total length of primary street frontage _____ Total length of secondary street frontage (if applicable) _____
Total landscaping required (sq. ft.) _____ Total landscaping provided (sq. ft.) _____

Sign 3

<input type="checkbox"/> Sign Face Change Only	<input type="checkbox"/> Building Mounted	<input type="checkbox"/> Driveway	<input type="checkbox"/> Landscape Wall	<input type="checkbox"/> Service Island
<input type="checkbox"/> Comprehensive Sign Plan	<input type="checkbox"/> Changeable Copy	<input type="checkbox"/> Freestanding	<input type="checkbox"/> Projecting	<input type="checkbox"/> Suspended
<input type="checkbox"/> Awning/Canopy	<input type="checkbox"/> Directory	<input type="checkbox"/> Interpretive	<input type="checkbox"/> Roof Mounted	<input type="checkbox"/> Window

Sign Face Dimensions: Height _____ Width _____ Depth _____ Sign Material(s): _____

Height from grade to top of sign: _____ Height from grade to bottom of sign: _____

Type of Illumination: ☐ None ☐ LED ☐ Incandescent ☐ Florescent ☐ Neon ☐ Other (specify) _____

Lighting Zone and Time Limitation: ☐ Zone 1 (9:00 PM) ☐ Zone 2 (11: 00 PM) ☐ Zone 3 (11:00 PM)

Building Mounted Signs Only:
Wall length of business on primary building frontage _____ Wall length of business on secondary frontage (if applicable): _____

Freestanding Signs Only:
Total length of primary street frontage _____ Total length of secondary street frontage (if applicable) _____
Total landscaping required (sq. ft.) _____ Total landscaping provided (sq. ft.) _____



Aspen Place
AT THE SAWMILL

FLAGSTAFF, ARIZONA

COMPREHENSIVE SIGN PLAN

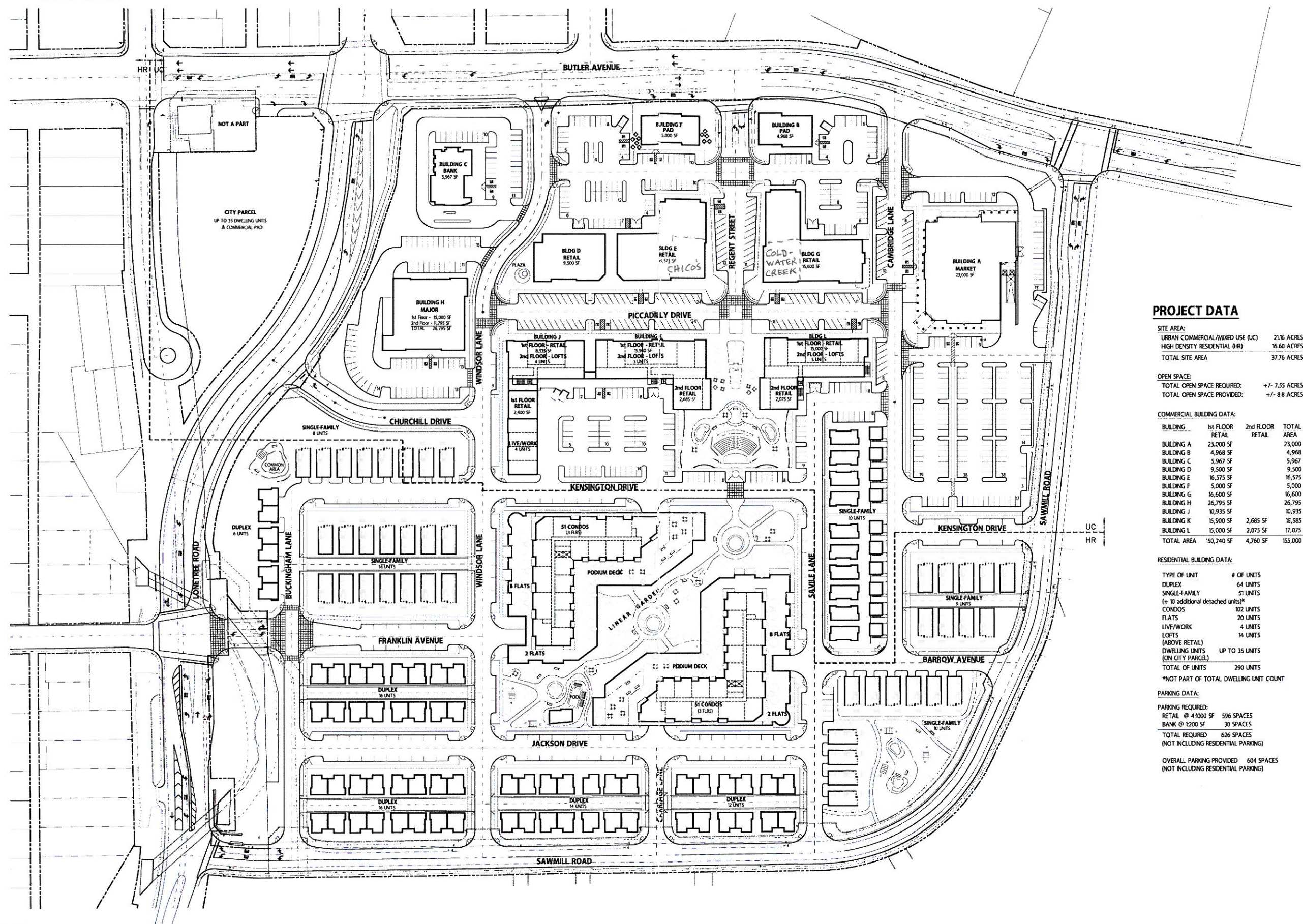
Sign Locations and Design Intent Drawings

June 10th, 2008

Prepared by:
Graphic Design Team of
DFD CornoyerHedrick

DFD CornoyerHedrick

NOTE: THIS DESIGN PACKAGE IS PRELIMINARY.
ALL SIGN LOCATIONS ARE APPROXIMATE, ALL DESIGNS AND ELEVATIONS
ARE SCHEMATIC AND ALL OF THE INFORMATION CONTAINED WITHIN THIS
PACKAGE IS SUBJECT TO CHANGE.



PROJECT DATA

SITE AREA:	
URBAN COMMERCIAL/MIXED USE (UC)	21.16 ACRES
HIGH DENSITY RESIDENTIAL (HR)	16.60 ACRES
TOTAL SITE AREA	37.76 ACRES

OPEN SPACE:	
TOTAL OPEN SPACE REQUIRED:	+/- 7.55 ACRES
TOTAL OPEN SPACE PROVIDED:	+/- 8.8 ACRES

COMMERCIAL BUILDING DATA:

BUILDING	1st FLOOR RETAIL	2nd FLOOR RETAIL	TOTAL BLDG AREA
BUILDING A	23,000 SF		23,000 SF
BUILDING B	4,968 SF		4,968 SF
BUILDING C	5,967 SF		5,967 SF
BUILDING D	9,500 SF		9,500 SF
BUILDING E	16,575 SF		16,575 SF
BUILDING F	5,000 SF		5,000 SF
BUILDING G	16,600 SF		16,600 SF
BUILDING H	26,795 SF		26,795 SF
BUILDING J	10,935 SF		10,935 SF
BUILDING K	15,900 SF	2,685 SF	18,585 SF
BUILDING L	15,000 SF	2,075 SF	17,075 SF
TOTAL AREA	150,240 SF	4,760 SF	155,000 SF

RESIDENTIAL BUILDING DATA:

TYPE OF UNIT	# OF UNITS
DUPLEX	64 UNITS
SINGLE-FAMILY	51 UNITS
(+ 10 additional detached units)*	
CONDOS	102 UNITS
FLATS	20 UNITS
LIVE/WORK	4 UNITS
LOFTS	14 UNITS
(ABOVE RETAIL)	
DWELLING UNITS (ON CITY PARCEL)	UP TO 35 UNITS
TOTAL OF UNITS	290 UNITS
*NOT PART OF TOTAL DWELLING UNIT COUNT	

PARKING DATA:

PARKING REQUIRED:	
RETAIL @ 4:1000 SF	596 SPACES
BANK @ 1200 SF	30 SPACES
TOTAL REQUIRED	626 SPACES
(NOT INCLUDING RESIDENTIAL PARKING)	
OVERALL PARKING PROVIDED	604 SPACES
(NOT INCLUDING RESIDENTIAL PARKING)	

REVISED SITE PLAN (APPROVED BY DRB ON DECEMBER 7, 2006)

DFD CormeyerMedrick

architecture
interior architecture
space planning
facilities management
land planning
landscape architecture
graphic design

ASPEN PLACE AT THE SAWMILL
FLAGSTAFF, ARIZONA

The Aspen Group

06344
17.NOV.06

0' 60' 120' 180' 240'



DRB NO. PSGN T08-030
TYPE: Sign Permit
ACTION BY: E. Averitt
ACTION: Approved
DATE: 6-16-08

Table of Contents

Fonts, Colors & Materials

Site

Site Signage Locations	GD100
Design Intent Drawings	GD101-105


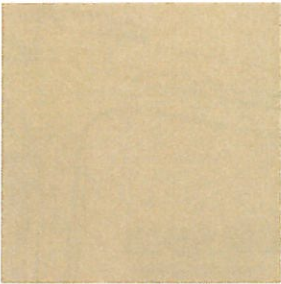
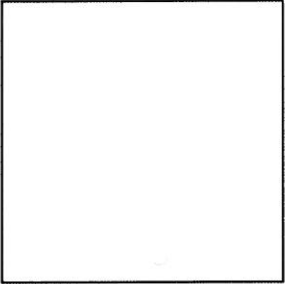
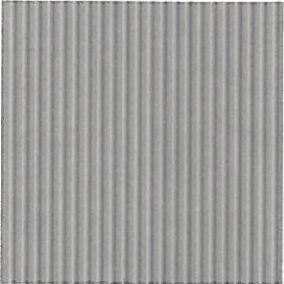

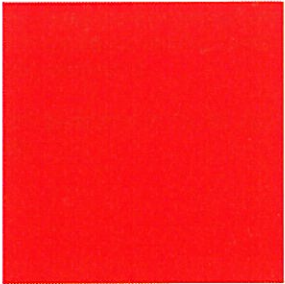


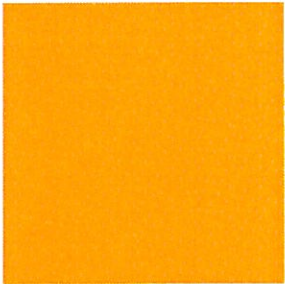
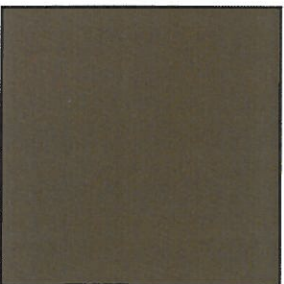
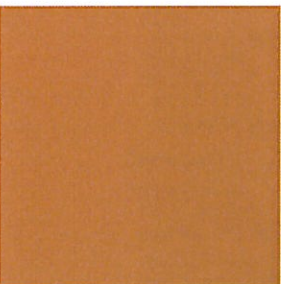
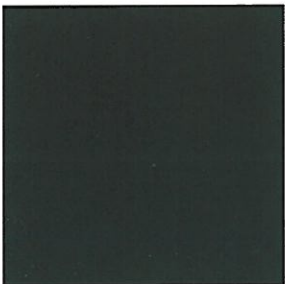
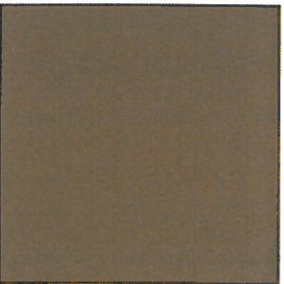

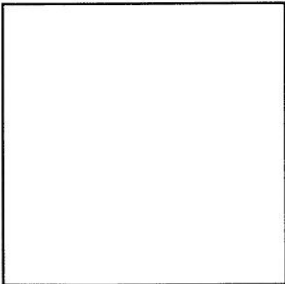
Building

Building Sign Locations	GD200
Design Intent Drawings	GD201-220

Received

JUN 16 2008

Fonts, Colors & Materials

M-1 Corten steel With natural patina finish.		P-3 Light Beige To be determined.		V-3 White 3M Diamond Grade Reflective White 980-10	
M-2 Galvanized Corrugated Steel To match material used on project. To be determined.		P-4 Bronze To match bronze translucent vinyl. To be determined.		V-4 Red 3M Red Scotchlite Electronic Cuttable Film 980-72	
W-1 Wood Stained and Sealed To be determined.		P-5 Brilliant Green To match brilliant green translucent vinyl. To be determined.		V-5 Yellow 3M Yellow Diamond Grade Reflective Sheeting 3971	
P-1 Medium Brown To match color of stained wood. To be determined.		V-1 Bronze 3M Bronze Translucent 3630-129		V-6 Black 3M Matte Black 3650-22	
P-2 Light Brown To be determined.		V-2 Brilliant Green 3M Brilliant Green Translucent 3630-106		V-7 White 3M Matte White 3500	



PROJECT DATA

OVERALL SITE AREA:
URBAN COMMERCIAL/MIXED USE (UC) 21.16 ACRES
HIGH DENSITY RESIDENTIAL (H-R) 16.60 ACRES
TOTAL SITE AREA 37.76 ACRES

OVERALL OPEN SPACE:
TOTAL OPEN SPACE REQUIRED: +/- 7.55 ACRES
TOTAL OPEN SPACE PROVIDED: +/- 8.8 ACRES

COMMERCIAL BUILDING DATA:

BUILDING	RETAIL	RESIDENTIAL (ABOVE RETAIL)
BUILDING A	24,447 SF	
BUILDING B	5,008 SF	
BUILDING C	7,200 SF	
BUILDING D	9,982 SF	
BUILDING E	17,795 SF	
BUILDING F	5,000 SF	
BUILDING G	16,800 SF	
BUILDING H	12,968 SF	
BUILDING J	13,198 SF	6,327 SF
BUILDING K	17,460 SF	9,742 SF
BUILDING L	17,030 SF	9,142 SF
BUILDING M	6,280 SF	
TOTAL AREA	153,168 SF	

RESIDENTIAL BUILDING DATA:

TYPE OF UNIT	# OF UNITS
DUPLEX	64 UNITS
SINGLE-FAMILY	51 UNITS
(+ 10 additional detached units)*	
CONDO	102 UNITS
FLATS	20 UNITS
LIVE/WORK	4 UNITS
LOFTS	14 UNITS
(ABOVE RETAIL - BUILDING J, K, L)	
DWELLING UNITS UP TO 35 UNITS (ON CITY PARCEL)	
TOTAL OF UNITS	290 UNITS
*NOT PART OF TOTAL DWELLING UNIT COUNT	

PARKING DATA:

PARKING REQUIRED:
RETAIL @ 4:1000 SF 613 SPACES
(NOT INCLUDING RESIDENTIAL PARKING)
OVERALL PARKING PROVIDED 627 SPACES
(NOT INCLUDING RESIDENTIAL PARKING)

0' 60' 120' 180' 240'

SITE SIGNAGE

LW	Landscape Wall Sign
MT	Freestanding Multi-Tenant Monument Sign
PM	Pad Monument Sign
DM	Directory Map
PD	Pedestrian Directional

The sign locations shown are approximate and may be adjusted to account for field conditions, utilities, landscaping and unforeseen visibility restrictions.

Exact locations will be determined by the sign company at the time of permitting.





NOTES

Steel frame cabinet, with corten steel sign face routed with push through acrylic decorated with vinyl graphics to create logo (Aspen Place = 1" / AT THE SAWMILL = 3/4"). Graphics to be backed with 1/4" clear acrylic.

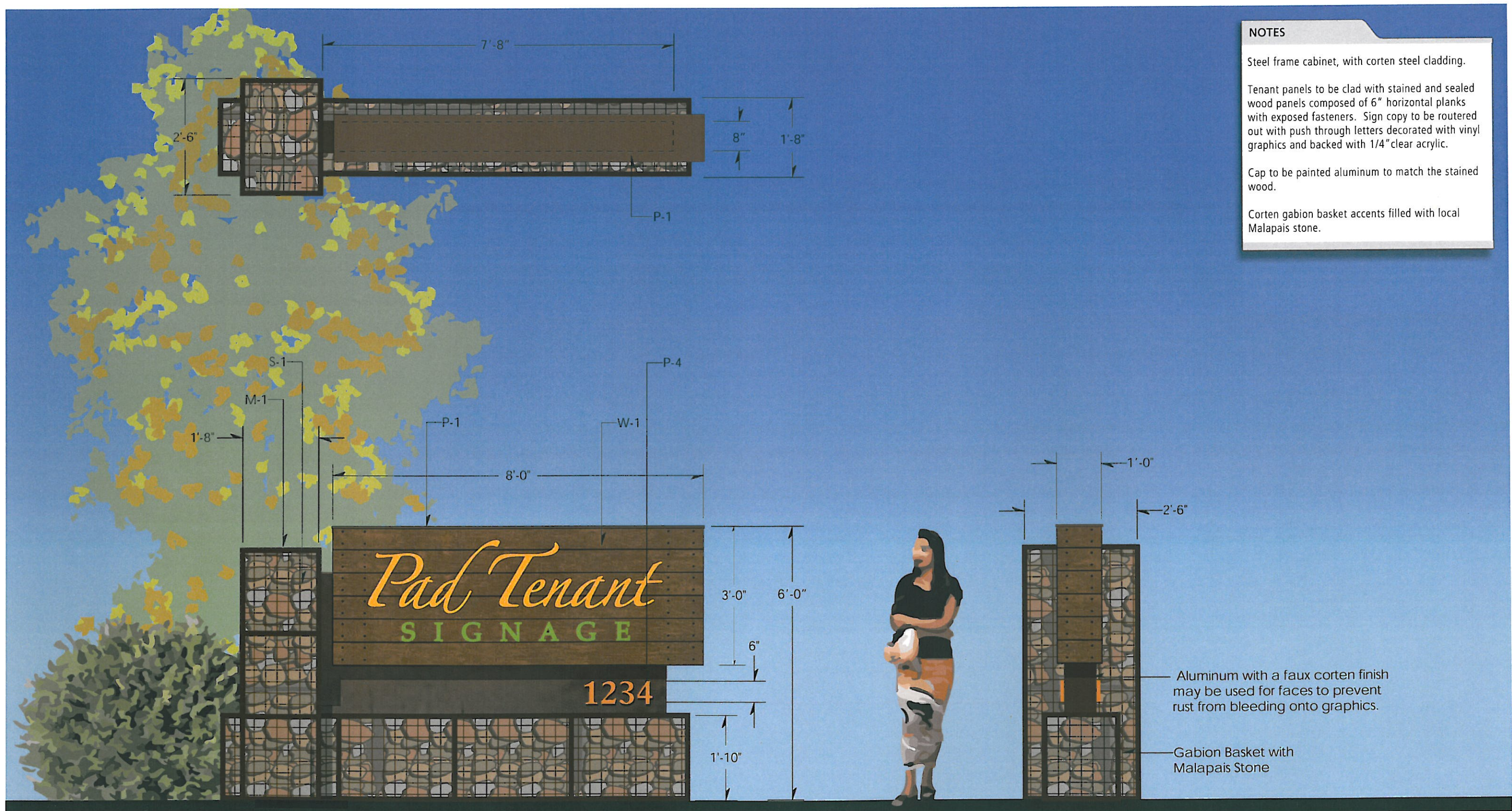
Tenant panels to be clad with stained and sealed wood panels composed of 6" horizontal planks with exposed fasteners. Sign copy to be routed out and backed with translucent white acrylic.

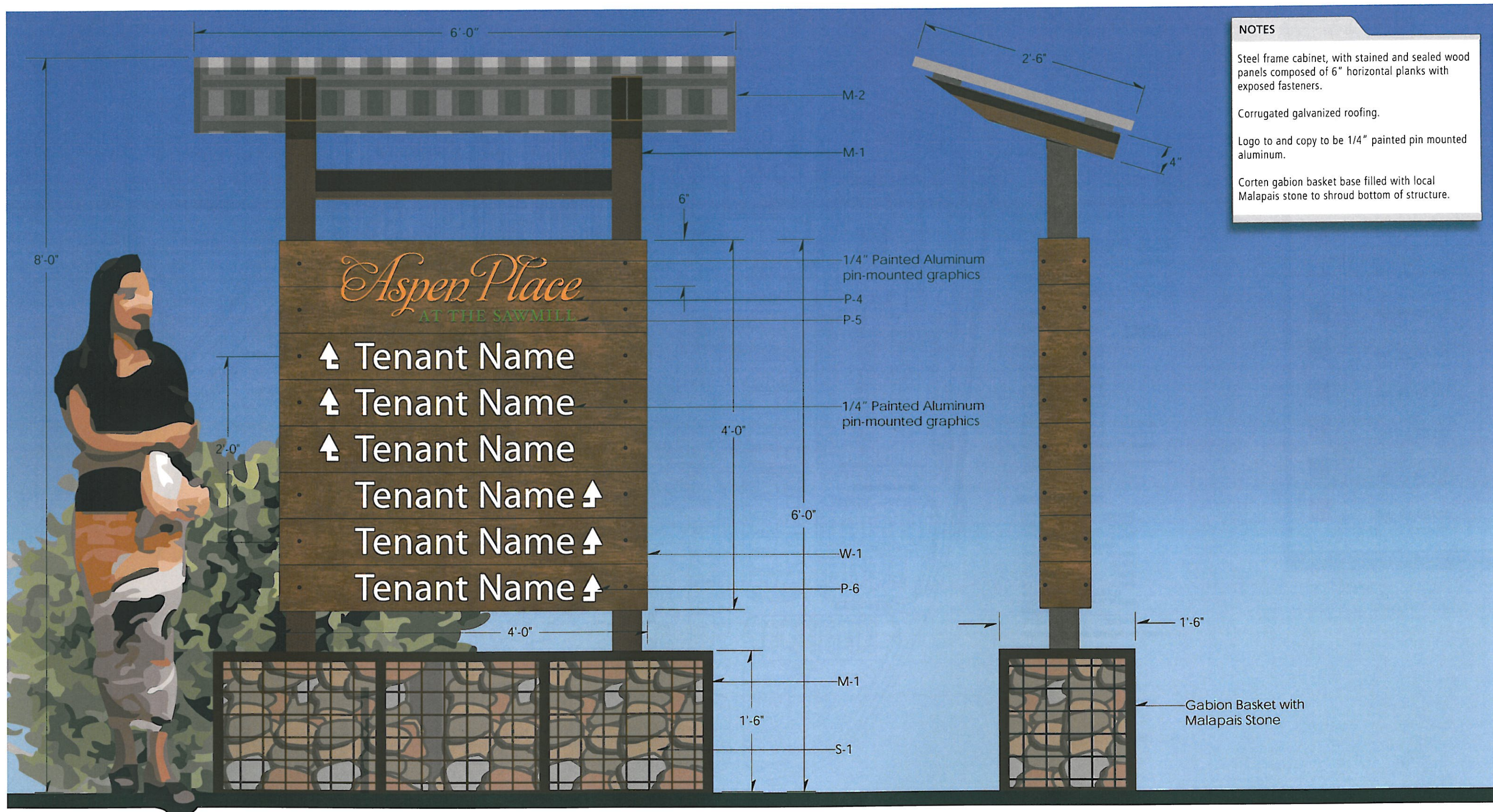
Cap to be painted aluminum to match the stained wood.

Corten gabion basket accents filled with local Malapais stone.

Design Performance Standards (DPS):

- 1- Raised Letter Signs = 15% area increase
10% height increase
- 2- Simplified Letter & Logo = 15% area increase
- 3- Sign Structure Materials = 15% area increase
15% height increase
- 4- Sign Structure Integration = 15% area increase
15% height increase
- Cumulative of 4 features = 60% area increase
50% height increase





SITE SIGNAGE

GD 201	Ref: Pg. GD 201
GD 202	Ref: Pg. GD 202
GD 203	Ref: Pg. GD 203
GD 204	Ref: Pg. GD 204
GD 205	Ref: Pg. GD 205
GD 206	Ref: Pg. GD 206
GD 207	Ref: Pg. GD 207
GD 208	Ref: Pg. GD 208
GD 209	Ref: Pg. GD 209
GD 210	Ref: Pg. GD 210
GD 211	Ref: Pg. GD 211
GD 212	Ref: Pg. GD 212

PROJECT DATA

OVERALL SITE AREA:	
URBAN COMMERCIAL/MIXED USE (UC)	21.16 ACRES
HIGH DENSITY RESIDENTIAL (H-R)	16.60 ACRES
TOTAL SITE AREA	37.76 ACRES

OVERALL OPEN SPACE:	
TOTAL OPEN SPACE REQUIRED:	+/- 7.55 ACRES
TOTAL OPEN SPACE PROVIDED:	+/- 8.8 ACRES

COMMERCIAL BUILDING DATA:

BUILDING	RETAIL	RESIDENTIAL (ABOVE RETAIL)
BUILDING A	24,447 SF	
BUILDING B	5,008 SF	
BUILDING C	7,200 SF	
BUILDING D	9,982 SF	
BUILDING E	17,795 SF	
BUILDING F	5,000 SF	
BUILDING G	16,800 SF	
BUILDING H	12,968 SF	
BUILDING J	13,198 SF	6,327 SF
BUILDING K	17,460 SF	9,742 SF
BUILDING L	17,030 SF	9,142 SF
BUILDING M	6,280 SF	
TOTAL AREA	153,168 SF	

RESIDENTIAL BUILDING DATA:

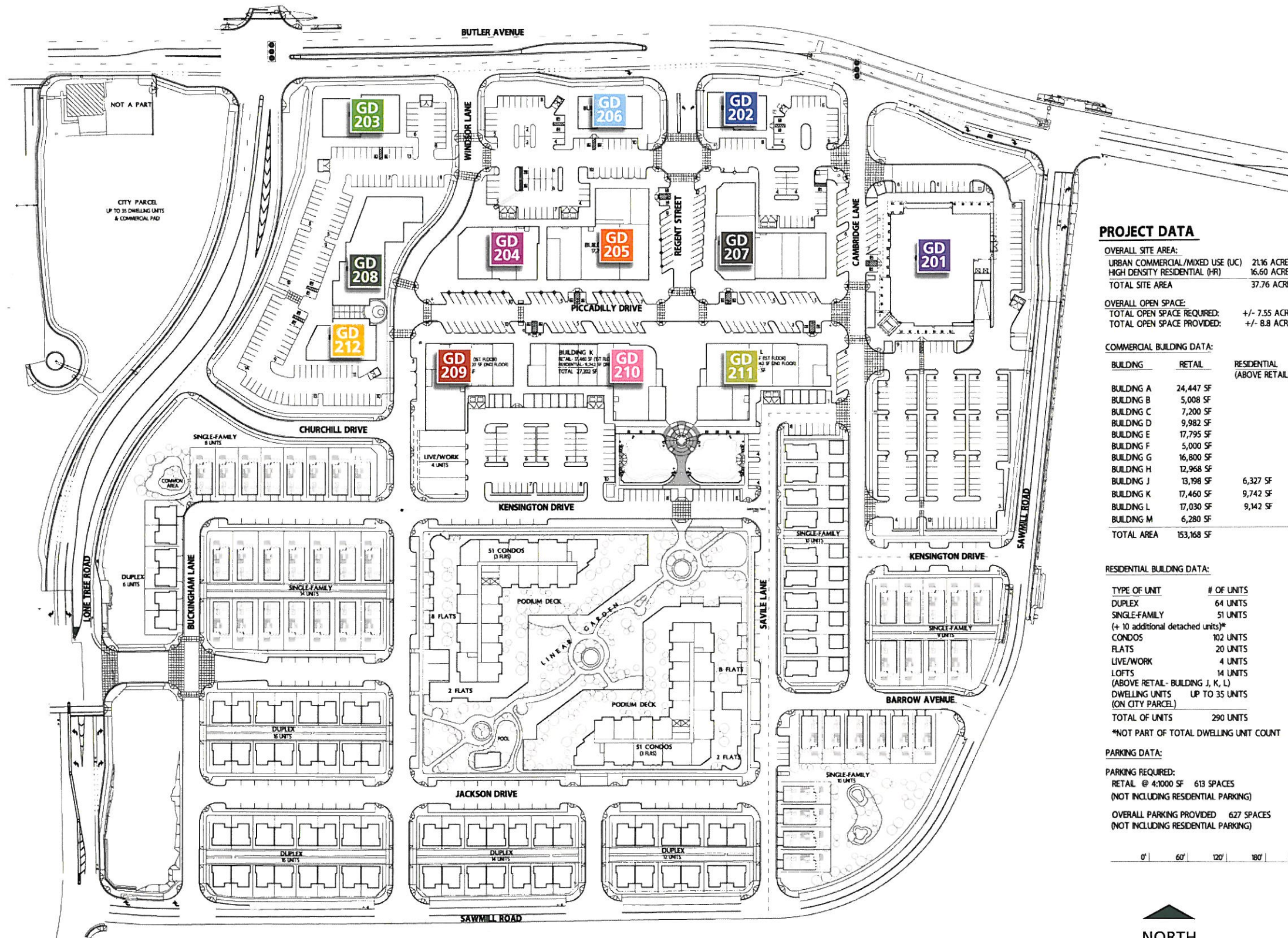
TYPE OF UNIT	# OF UNITS
DUPLEX	64 UNITS
SINGLE-FAMILY	51 UNITS
(+ 10 additional detached units)*	
CONDOS	102 UNITS
FLATS	20 UNITS
LIVE/WORK	4 UNITS
LOFTS	14 UNITS
(ABOVE RETAIL- BUILDING J, K, L)	
DWELLING UNITS (ON CITY PARCEL)	UP TO 35 UNITS
TOTAL OF UNITS	290 UNITS
*NOT PART OF TOTAL DWELLING UNIT COUNT	

PARKING DATA:

PARKING REQUIRED:	
RETAIL @ 4:1000 SF	613 SPACES
(NOT INCLUDING RESIDENTIAL PARKING)	
OVERALL PARKING PROVIDED	627 SPACES
(NOT INCLUDING RESIDENTIAL PARKING)	

0' 60' 120' 180' 240'

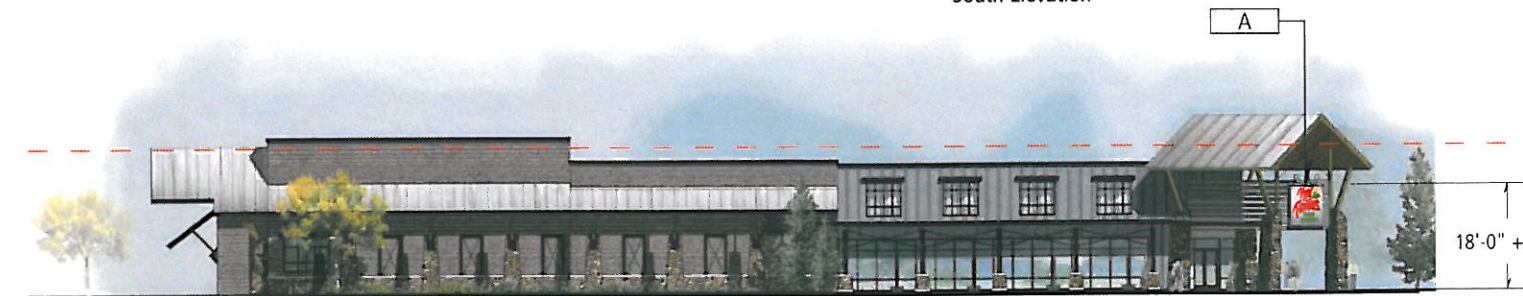
NORTH





South Elevation

No signage
above
25 feet



West Elevation

No signage
above
25 feet



North Elevation

No signage
above
25 feet



East Elevation

No signage
above
25 feet

SCALE 1/32"=1'

sign type A (87 sf)

SCALE 1/4"=1'

CONFIGURATION - 1

1 sign type A = 87 sf
1 sign type B = 113 sf

TOTAL 200 sf



sign type B (113 sf)

SCALE 1/4"=1'



3/4" deep push-thru acrylic w/ vinylized faces

NOTE*

New Frontiers (Bldg A) is a detached building on a separate parcel and within a multi-tenant development or shopping center (Ch.10-08-001-0004.3.d.). As such, building mounted signs permitted for individual businesses on a separate parcel development or detached building, shall not exceed one (1) square foot of sign area for each linear foot of building frontage of the primary entrance elevation up to an aggregate sign area not to exceed 100 sf maximum. For businesses having auxiliary building elevations fronting on two or more streets, the primary entrance frontage is measured 1:1. Auxiliary elevations of such businesses are permitted sign area not to exceed one-half (1/2) square foot of sign area for each linear foot of building frontage where the building has frontage, up to a maximum of 80 square feet. However, the aggregate sign area permitted for all building elevations shall not exceed 200 square feet maximum. Building mounted signage may not exceed 25 feet in height.



SCALE 1/8"=1'

DFD CornoyerHedrick

TYPE

WS

DESCRIPTION Retail Identification Signage Envelopes Bldg-A

SCALE

Noted

PROJECT

Aspen Place

NUMBER

06344.000

DATE

12.19.07

REVISED

05.13.08

DRAWING NO.

**GD
201**

Future Elevations To Follow

NOTE

Tenant sign envelopes shown are meant to represent potential sign locations.

The sign area for each business within a multi-tenant building, development, or shopping center shall not exceed one and one-half (1½) square feet for each linear foot of the building frontage of the primary entrance location of the individual occupant, up to an aggregate sign area, not to exceed one hundred fifty (150) square feet maximum per business.

For businesses having auxiliary building elevations fronting on two or more streets, only the primary entrance frontage is measured as described in the provision noted above. Auxiliary elevations of such businesses are permitted sign area not to exceed one-half (½) square foot for each linear foot of building frontage where the individual business has frontage, to a maximum of eighty (80) square feet*. However, the aggregate sign area permitted for all building elevations for a single tenant in a multi-tenant building, development, or shopping center is two hundred (200) square feet maximum*.

Building mounted wall signs shall not extend horizontally a distance greater than sixty percent (60%) of the width of the building wall on which it is displayed.

Signs mounted above the trellis/canopy shall not extend horizontally a distance greater than eighty percent (80%) of the width of the tenant wall on which it is displayed.

For signs with multiple lines of copy, spacing between lines must be not be less than half of the height of the smallest line of copy.

Signs shall be centered top to bottom and left to right within the Tenant Sign Envelopes.

The tenant sign envelopes shown are conceptual representations. The landlord will reserve the right to combine envelopes to accommodate the unforeseen tenant configurations.

* Tenant may increase their signage area 10% - 40% based upon adherence to the design performance standards listed below.

- Design Performance Standards (DPS):
- 1- Raised Letter Signs = 10% area increase
 - 2- Simplified Letter & Logo (4 items) = 10% area increase
 - 3- Sign Structure Materials = 10% area increase
 - 4- Sign Structure Integration = 10% area increase

DFD CornoyerHedrick	TYPE	WS	SCALE NTS PROJECT Aspen Place NUMBER 06344.000 DATE 1.22.07 REVISED 5.7.08	DRAWING NO. GD 202
	DESCRIPTION	Retail Identification Signage Envelopes Bldg-B		

Future Elevations To Follow

NOTE

Tenant sign envelopes shown are meant to represent potential sign locations.

The sign area for each business within a multi-tenant building, development, or shopping center shall not exceed one and one-half (1½) square feet for each linear foot of the building frontage of the primary entrance location of the individual occupant, up to an aggregate sign area, not to exceed one hundred fifty (150) square feet maximum per business.

For businesses having auxiliary building elevations fronting on two or more streets, only the primary entrance frontage is measured as described in the provision noted above. Auxiliary elevations of such businesses are permitted sign area not to exceed one-half (½) square foot for each linear foot of building frontage where the individual business has frontage, to a maximum of eighty (80) square feet*. However, the aggregate sign area permitted for all building elevations for a single tenant in a multi-tenant building, development, or shopping center is two hundred (200) square feet maximum*.

Building mounted wall signs shall not extend horizontally a distance greater than sixty percent (60%) of the width of the building wall on which it is displayed.

Signs mounted above the trellis/canopy shall not extend horizontally a distance greater than eighty percent (80%) of the width of the tenant wall on which it is displayed.

For signs with multiple lines of copy, spacing between lines must be not be less than half of the height of the smallest line of copy.

Signs shall be centered top to bottom and left to right within the Tenant Sign Envelopes.

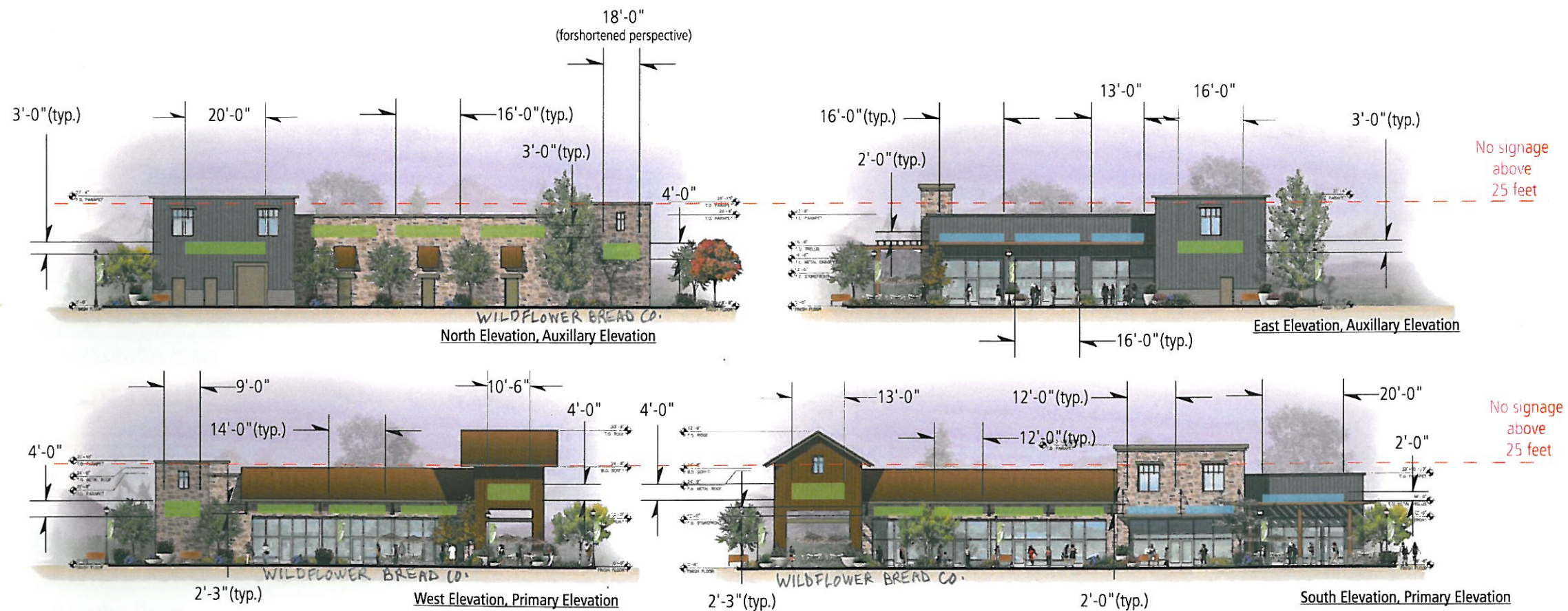
The tenant sign envelopes shown are conceptual representations. The landlord will reserve the right to combine envelopes to accommodate the unforeseen tenant configurations.

* Tenant may increase their signage area 10% - 40% based upon adherence to the design performance standards listed below.

- Design Performance Standards (DPS):
- 1- Raised Letter Signs = 10% area increase
 - 2- Simplified Letter & Logo (4 items) = 10% area increase
 - 3- Sign Structure Materials = 10% area increase
 - 4- Sign Structure Integration = 10% area increase

DFD CornoyerHedrick	TYPE	WS	SCALE NTS PROJECT Aspen Place NUMBER 06344.000 DATE 01.22.07 REVISED 5.7.08	DRAWING NO. GD 203
	DESCRIPTION	Retail Identification Signage Envelopes Bldg-C		

- Mounting Detail Type A
Typical Wall Installation
- Mounting Detail Type C
Typical Beam Installation



NOTE

Tenant sign envelopes shown are meant to represent potential sign locations.

The sign area for each business within a multi-tenant building, development, or shopping center shall not exceed one and one-half (1½) square feet for each linear foot of the building frontage of the primary entrance location of the individual occupant, up to an aggregate sign area, not to exceed one hundred fifty (150) square feet maximum per business.

For businesses having auxiliary building elevations fronting on two or more streets, only the primary entrance frontage is measured as described in the provision noted above. Auxiliary elevations of such businesses are permitted sign area not to exceed one-half (½) square foot for each linear foot of building frontage where the individual business has frontage, to a maximum of eighty (80) square feet*. However, the aggregate sign area permitted for all building elevations for a single tenant in a multi-tenant building, development, or shopping center is two hundred (200) square feet maximum*.

Building mounted wall signs shall not extend horizontally a distance greater than sixty percent (60%) of the width of the building wall on which it is displayed.

Signs mounted above the trellis/canopy shall not extend horizontally a distance greater than eighty percent (80%) of the width of the tenant wall on which it is displayed.

For signs with multiple lines of copy, spacing between lines must be not be less than half of the height of the smallest line of copy.

Signs shall be centered top to bottom and left to right within the Tenant Sign Envelopes.

The tenant sign envelopes shown are conceptual representations. The landlord will reserve the right to combine envelopes to accommodate the unforeseen tenant configurations.

* Tenant may increase their signage area 10% - 40% based upon adherence to the design performance standards listed below.

Design Performance Standards (DPS):

- 1- Raised Letter Signs = 10% area increase
- 2- Simplified Letter & Logo (4 items) = 10% area increase
- 3- Sign Structure Materials = 10% area increase
- 4- Sign Structure Integration = 10% area increase

- Mounting Detail Type A
Typical Wall Installation
- Mounting Detail Type C
Typical Beam Installation

NOTE

Tenant sign envelopes shown are meant to represent potential sign locations.

The sign area for each business within a multi-tenant building, development, or shopping center shall not exceed one and one-half (1½) square feet for each linear foot of the building frontage of the primary entrance location of the individual occupant, up to an aggregate sign area, not to exceed one hundred fifty (150) square feet maximum per business.

For businesses having auxiliary building elevations fronting on two or more streets, only the primary entrance frontage is measured as described in the provision noted above. Auxiliary elevations of such businesses are permitted sign area not to exceed one-half (½) square foot for each linear foot of building frontage where the individual business has frontage, to a maximum of eighty (80) square feet*. However, the aggregate sign area permitted for all building elevations for a single tenant in a multi-tenant building, development, or shopping center is two hundred (200) square feet maximum*.

Building mounted wall signs shall not extend horizontally a distance greater than sixty percent (60%) of the width of the building wall on which it is displayed.

Signs mounted above the trellis/canopy shall not extend horizontally a distance greater than eighty percent (80%) of the width of the tenant wall on which it is displayed.

For signs with multiple lines of copy, spacing between lines must be not be less than half of the height of the smallest line of copy.

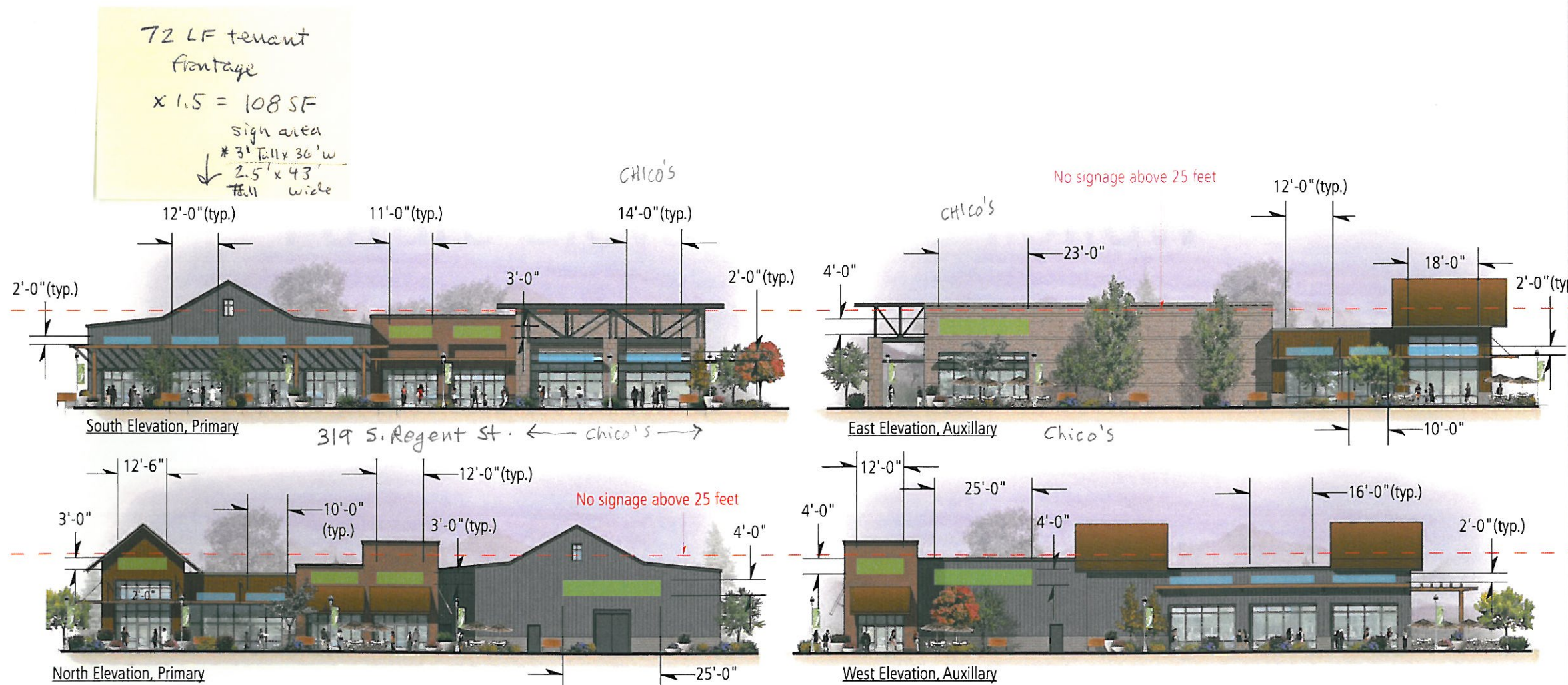
Signs shall be centered top to bottom and left to right within the Tenant Sign Envelopes.

The tenant sign envelopes shown are conceptual representations. The landlord will reserve the right to combine envelopes to accommodate the unforeseen tenant configurations.

* Tenant may increase their signage area 10% - 40% based upon adherence to the design performance standards listed below.

Design Performance Standards (DPS):

- 1- Raised Letter Signs = 10% area increase
- 2- Simplified Letter & Logo (4 items) = 10% area increase
- 3- Sign Structure Materials = 10% area increase
- 4- Sign Structure Integration = 10% area increase



Future Elevations To Follow

NOTE

Tenant sign envelopes shown are meant to represent potential sign locations.

The sign area for each business within a multi-tenant building, development, or shopping center shall not exceed one and one-half (1 ½) square feet for each linear foot of the building frontage of the primary entrance location of the individual occupant, up to an aggregate sign area, not to exceed one hundred fifty (150) square feet maximum per business.

For businesses having auxiliary building elevations fronting on two or more streets, only the primary entrance frontage is measured as described in the provision noted above. Auxiliary elevations of such businesses are permitted sign area not to exceed one-half (½) square foot for each linear foot of building frontage where the individual business has frontage, to a maximum of eighty (80) square feet*. However, the aggregate sign area permitted for all building elevations for a single tenant in a multi-tenant building, development, or shopping center is two hundred (200) square feet maximum*.

Building mounted wall signs shall not extend horizontally a distance greater than sixty percent (60%) of the width of the building wall on which it is displayed.

Signs mounted above the trellis/canopy shall not extend horizontally a distance greater than eighty percent (80%) of the width of the tenant wall on which it is displayed.

For signs with multiple lines of copy, spacing between lines must be not be less than half of the height of the smallest line of copy.

Signs shall be centered top to bottom and left to right within the Tenant Sign Envelopes.

The tenant sign envelopes shown are conceptual representations. The landlord will reserve the right to combine envelopes to accommodate the unforeseen tenant configurations.

* Tenant may increase their signage area 10% - 40% based upon adherence to the design performance standards listed below.

- Design Performance Standards (DPS):
- 1- Raised Letter Signs = 10% area increase
 - 2- Simplified Letter & Logo (4 items) = 10% area increase
 - 3- Sign Structure Materials = 10% area increase
 - 4- Sign Structure Integration = 10% area increase

DFD CornoyerHedrick	TYPE	WS	SCALE 1/32" = 1'-0" PROJECT Aspen Place NUMBER 06344.000 DATE 04.11.08 REVISED	DRAWING NO. GD 206
	DESCRIPTION	Retail Identification Sign Envelopes, Bldg F		

Mounting Detail Type A
Typical Wall Installation

Mounting Detail Type B
Typical Screen Installation

Mounting Detail Type C
Typical Beam Installation



NOTE

Tenant sign envelopes shown are meant to represent potential sign locations.

The sign area for each business within a multi-tenant building, development, or shopping center shall not exceed one and one-half (1½) square feet for each linear foot of the building frontage of the primary entrance location of the individual occupant, up to an aggregate sign area, not to exceed one hundred fifty (150) square feet maximum per business.

For businesses having auxiliary building elevations fronting on two or more streets, only the primary entrance frontage is measured as described in the provision noted above. Auxiliary elevations of such businesses are permitted sign area not to exceed one-half (½) square foot for each linear foot of building frontage where the individual business has frontage, to a maximum of eighty (80) square feet*. However, the aggregate sign area permitted for all building elevations for a single tenant in a multi-tenant building, development, or shopping center is two hundred (200) square feet maximum*.

Building mounted wall signs shall not extend horizontally a distance greater than sixty percent (60%) of the width of the building wall on which it is displayed.

Signs mounted above the trellis/canopy shall not extend horizontally a distance greater than eighty percent (80%) of the width of the tenant wall on which it is displayed.

For signs with multiple lines of copy, spacing between lines must be not be less than half of the height of the smallest line of copy.

Signs shall be centered top to bottom and left to right within the Tenant Sign Envelopes.

The tenant sign envelopes shown are conceptual representations. The landlord will reserve the right to combine envelopes to accommodate the unforeseen tenant configurations.

* Tenant may increase their signage area 10% - 40% based upon adherence to the design performance standards listed below.

- Design Performance Standards (DPS):
- 1- Raised Letter Signs = 10% area increase
 - 2- Simplified Letter & Logo (4 items) = 10% area increase
 - 3- Sign Structure Materials = 10% area increase
 - 4- Sign Structure Integration = 10% area increase

DFD CornoyerHedrick	Pita Jungle	TYPE	WS	SCALE	1/24" = 1'-0"	DRAWING NO. GD 207
		DESCRIPTION	Retail Identification Sign Envelopes, Bldg G	PROJECT	Aspen Place	
				NUMBER	06344.000	
				DATE	1.22.07	
				REVISED	5.28.08	

Future Elevations To Follow

NOTE

Tenant sign envelopes shown are meant to represent potential sign locations.

The sign area for each business within a multi-tenant building, development, or shopping center shall not exceed one and one-half (1 ½) square feet for each linear foot of the building frontage of the primary entrance location of the individual occupant, up to an aggregate sign area, not to exceed one hundred fifty (150) square feet maximum per business.

For businesses having auxiliary building elevations fronting on two or more streets, only the primary entrance frontage is measured as described in the provision noted above. Auxiliary elevations of such businesses are permitted sign area not to exceed one-half (½) square foot for each linear foot of building frontage where the individual business has frontage, to a maximum of eighty (80) square feet*. However, the aggregate sign area permitted for all building elevations for a single tenant in a multi-tenant building, development, or shopping center is two hundred (200) square feet maximum*.

Building mounted wall signs shall not extend horizontally a distance greater than sixty percent (60%) of the width of the building wall on which it is displayed.

Signs mounted above the trellis/canopy shall not extend horizontally a distance greater than eighty percent (80%) of the width of the tenant wall on which it is displayed.

For signs with multiple lines of copy, spacing between lines must be not be less than half of the height of the smallest line of copy.

Signs shall be centered top to bottom and left to right within the Tenant Sign Envelopes.

The tenant sign envelopes shown are conceptual representations. The landlord will reserve the right to combine envelopes to accommodate the unforeseen tenant configurations.

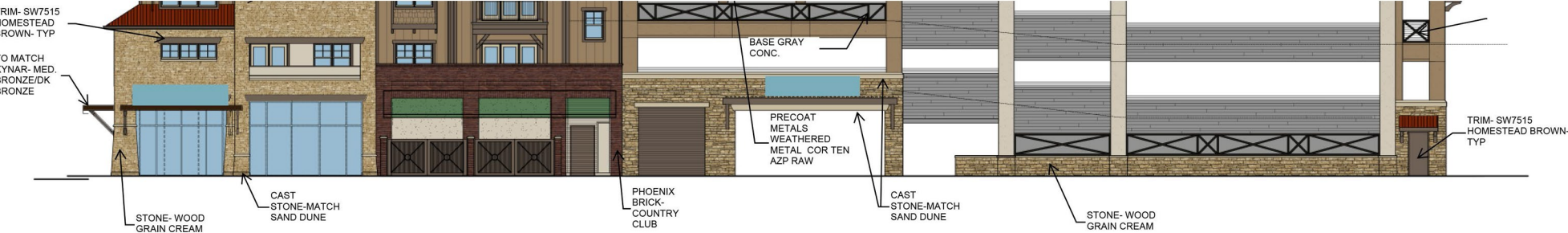
* Tenant may increase their signage area 10% - 40% based upon adherence to the design performance standards listed below.

- Design Performance Standards (DPS):
- 1- Raised Letter Signs = 10% area increase
 - 2- Simplified Letter & Logo (4 items) = 10% area increase
 - 3- Sign Structure Materials = 10% area increase
 - 4- Sign Structure Integration = 10% area increase

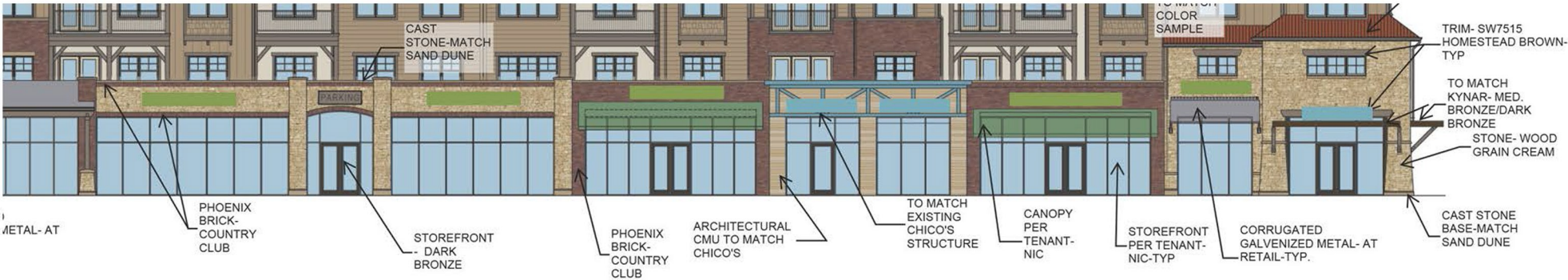
DFD CornoyerHedrick	TYPE	WS	SCALE 1/32" = 1'-0" PROJECT Aspen Place NUMBER 06344.000 DATE 01.22.07 REVISED 5.7.08	DRAWING NO. GD 208
	DESCRIPTION	Retail Identification Sign Envelopes, Bldg H		

Mounting Detail Type A
Typical Wall Installation

Mounting Detail Type C
Typical Beam Installation



East Elevation, Auxillary



North Elevation, Primary

NOTE

Tenant sign envelopes shown are meant to represent potential sign locations.

The sign area for each business within a multi-tenant building, development, or shopping center shall not exceed one and one-half (1½) square feet for each linear foot of the building frontage of the primary entrance location of the individual occupant, up to an aggregate sign area, not to exceed one hundred fifty (150) square feet maximum per business.

For businesses having auxiliary building elevations fronting on two or more streets, only the primary entrance frontage is measured as described in the provision noted above. Auxiliary elevations of such businesses are permitted sign area not to exceed one-half (½) square foot for each linear foot of building frontage where the individual business has frontage, to a maximum of eighty (80) square feet*. However, the aggregate sign area permitted for all building elevations for a single tenant in a multi-tenant building, development, or shopping center is two hundred (200) square feet maximum*.

Building mounted wall signs shall not extend horizontally a distance greater than sixty percent (60%) of the width of the building wall on which it is displayed.

Signs mounted above the trellis/canopy shall not extend horizontally a distance greater than eighty percent (80%) of the width of the tenant wall on which it is displayed.

For signs with multiple lines of copy, spacing between lines must be not be less than half of the height of the smallest line of copy.

Signs shall be centered top to bottom and left to right within the Tenant Sign Envelopes.

The tenant sign envelopes shown are conceptual representations. The landlord will reserve the right to combine envelopes to accommodate the unforeseen tenant configurations.

* Tenant may increase their signage area 10% - 40% based upon adherence to the design performance standards listed below.

- Design Performance Standards (DPS):**
- 1- Raised Letter Signs = 10% area increase
 - 2- Simplified Letter & Logo (4 items) = 10% area increase
 - 3- Sign Structure Materials = 10% area increase
 - 4- Sign Structure Integration = 10% area increase

DFD CornoyerHedrick	TYPE	WS	SCALE 1/32" = 1'-0" PROJECT Aspen Place NUMBER 06344.000 DATE 01.22.07 REVISED 5.28.08	DRAWING NO. GD 209
	DESCRIPTION	Retail Identification Sign Envelopes, Bldg J		

Mounting Detail Type A
Typical Wall Installation

Mounting Detail Type C
Typical Beam Installation

NOTE

Tenant sign envelopes shown are meant to represent potential sign locations.

The sign area for each business within a multi-tenant building, development, or shopping center shall not exceed one and one-half (1½) square feet for each linear foot of the building frontage of the primary entrance location of the individual occupant, up to an aggregate sign area, not to exceed one hundred fifty (150) square feet maximum per business.

For businesses having auxiliary building elevations fronting on two or more streets, only the primary entrance frontage is measured as described in the provision noted above. Auxiliary elevations of such businesses are permitted sign area not to exceed one-half (½) square foot for each linear foot of building frontage where the individual business has frontage, to a maximum of eighty (80) square feet*. However, the aggregate sign area permitted for all building elevations for a single tenant in a multi-tenant building, development, or shopping center is two hundred (200) square feet maximum*.

Building mounted wall signs shall not extend horizontally a distance greater than sixty percent (60%) of the width of the building wall on which it is displayed.

Signs mounted above the trellis/canopy shall not extend horizontally a distance greater than eighty percent (80%) of the width of the tenant wall on which it is displayed.

For signs with multiple lines of copy, spacing between lines must be not be less than half of the height of the smallest line of copy.

Signs shall be centered top to bottom and left to right within the Tenant Sign Envelopes.

The tenant sign envelopes shown are conceptual representations. The landlord will reserve the right to combine envelopes to accommodate the unforeseen tenant configurations.

* Tenant may increase their signage area 10% - 40% based upon adherence to the design performance standards listed below.

Design Performance Standards (DPS):

- 1- Raised Letter Signs = 10% area increase
- 2- Simplified Letter & Logo (4 items) = 10% area increase
- 3- Sign Structure Materials = 10% area increase
- 4- Sign Structure Integration = 10% area increase



North Elevation, Primary

DFD CornoyerHedrick	TYPE	WS	SCALE 1/32" = 1'-0" PROJECT Aspen Place NUMBER 06344.000 DATE 12.20.07 REVISED 5.13.08	DRAWING NO. GD 210
	DESCRIPTION	Retail Identification Sign Envelopes, Bldg K		

- Mounting Detail Type A
Typical Wall Installation
- Mounting Detail Type C
Typical Beam Installation

NOTE

Tenant sign envelopes shown are meant to represent potential sign locations.

The sign area for each business within a multi-tenant building, development, or shopping center shall not exceed one and one-half (1½) square feet for each linear foot of the building frontage of the primary entrance location of the individual occupant, up to an aggregate sign area, not to exceed one hundred fifty (150) square feet maximum per business.

For businesses having auxiliary building elevations fronting on two or more streets, only the primary entrance frontage is measured as described in the provision noted above. Auxiliary elevations of such businesses are permitted sign area not to exceed one-half (½) square foot for each linear foot of building frontage where the individual business has frontage, to a maximum of eighty (80) square feet*. However, the aggregate sign area permitted for all building elevations for a single tenant in a multi-tenant building, development, or shopping center is two hundred (200) square feet maximum*.

Building mounted wall signs shall not extend horizontally a distance greater than sixty percent (60%) of the width of the building wall on which it is displayed.

Signs mounted above the trellis/canopy shall not extend horizontally a distance greater than eighty percent (80%) of the width of the tenant wall on which it is displayed.

For signs with multiple lines of copy, spacing between lines must be not be less than half of the height of the smallest line of copy.

Signs shall be centered top to bottom and left to right within the Tenant Sign Envelopes.

The tenant sign envelopes shown are conceptual representations. The landlord will reserve the right to combine envelopes to accommodate the unforeseen tenant configurations.

* Tenant may increase their signage area 10% - 40% based upon adherence to the design performance standards listed below.

Design Performance Standards (DPS):

- 1- Raised Letter Signs = 10% area increase
- 2- Simplified Letter & Logo (4 items) = 10% area increase
- 3- Sign Structure Materials = 10% area increase
- 4- Sign Structure Integration = 10% area increase



Future Elevations To Follow

NOTE

Tenant sign envelopes shown are meant to represent potential sign locations.

The sign area for each business within a multi-tenant building, development, or shopping center shall not exceed one and one-half (1½) square feet for each linear foot of the building frontage of the primary entrance location of the individual occupant, up to an aggregate sign area, not to exceed one hundred fifty (150) square feet maximum per business.

For businesses having auxiliary building elevations fronting on two or more streets, only the primary entrance frontage is measured as described in the provision noted above. Auxiliary elevations of such businesses are permitted sign area not to exceed one-half (½) square foot for each linear foot of building frontage where the individual business has frontage, to a maximum of eighty (80) square feet*. However, the aggregate sign area permitted for all building elevations for a single tenant in a multi-tenant building, development, or shopping center is two hundred (200) square feet maximum*.

Building mounted wall signs shall not extend horizontally a distance greater than sixty percent (60%) of the width of the building wall on which it is displayed.

Signs mounted above the trellis/canopy shall not extend horizontally a distance greater than eighty percent (80%) of the width of the tenant wall on which it is displayed.

For signs with multiple lines of copy, spacing between lines must be not be less than half of the height of the smallest line of copy.

Signs shall be centered top to bottom and left to right within the Tenant Sign Envelopes.

The tenant sign envelopes shown are conceptual representations. The landlord will reserve the right to combine envelopes to accommodate the unforeseen tenant configurations.

* Tenant may increase their signage area 10% - 40% based upon adherence to the design performance standards listed below.

- Design Performance Standards (DPS):
- 1- Raised Letter Signs = 10% area increase
 - 2- Simplified Letter & Logo (4 items) = 10% area increase
 - 3- Sign Structure Materials = 10% area increase
 - 4- Sign Structure Integration = 10% area increase

DFD CornoyerHedrick	TYPE	WS	SCALE	1/32" = 1'-0"	DRAWING NO. GD 212
	DESCRIPTION	Retail Identification Sign Envelopes, Bldg M	PROJECT	Aspen Place	
			NUMBER	06344.000	
			DATE	01.22.07	
			REVISED	5.7.08	

NOTES

Signs may be permitted mounted above a commercial building awning/canopy, subject to the following criteria:

- 1) Such letters shall not exceed 18" in height. A single logo element may be up to 24" in height provided it is not wider than 24".
- 2) Such signs may be internally illuminated or non-illuminated using neon or L.E.D. (light emitting diode) lighting (exposed neon is not permitted). Such signs shall have solid translucent or opaque faces, and opaque solid backs.
- 3) Such signs shall only be displayed on the ground floor awning/canopy, of a multi-storied building.
- 4) Awning/canopy signs shall not extend horizontally a distance greater than eighty percent (80%) of the width of the awning/canopy face or valance on which it is displayed. When an awning/canopy covers multiple store fronts, each store or tenant is permitted signage which extends a distance of not greater than eighty percent (80%) of the store width or tenant space.

- 5) Such signs are to be installed in such a manner that the structural supports of the sign are minimized. Angle irons, guy wires, braces or other secondary supports shall appear to be an integral part of the awning/canopy sign.
- 6) Such signs shall be designed as letters only without any background. If raceways are used, the raceway must be mounted behind the sign and at the bottom of the letters. Raceways shall not exceed 4" in height, or must be mounted in such a manner that no more than 4" of the raceway extends above the trellis (see Figure A). Raceways shall also be painted to match the trellis or building to limit the visual impact and provide support for the sign.
- 7) Such signs shall include the name of the business only.
- 8) Letters of such signs shall be a simplified design/font; however, established letter styles, logos and fonts may be allowed.
- 9) Sign design shall blend with or compliment the awning/canopy material and color.
- 10) Individual sign permit required.

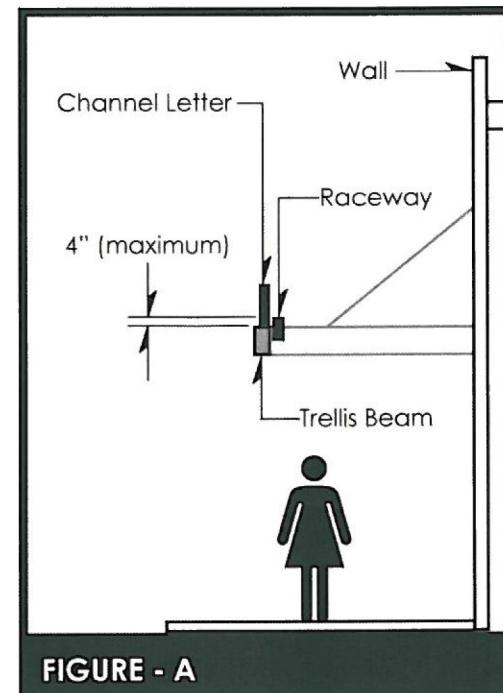
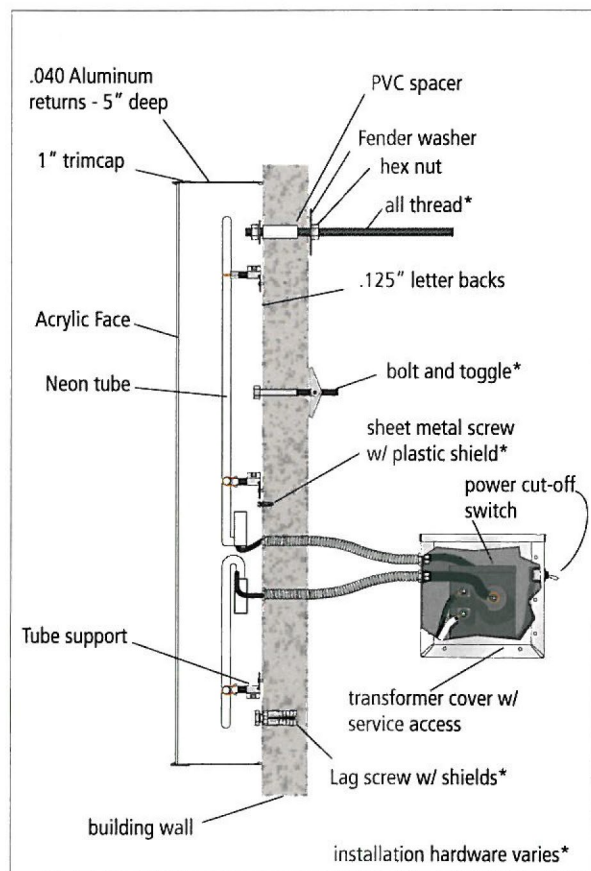
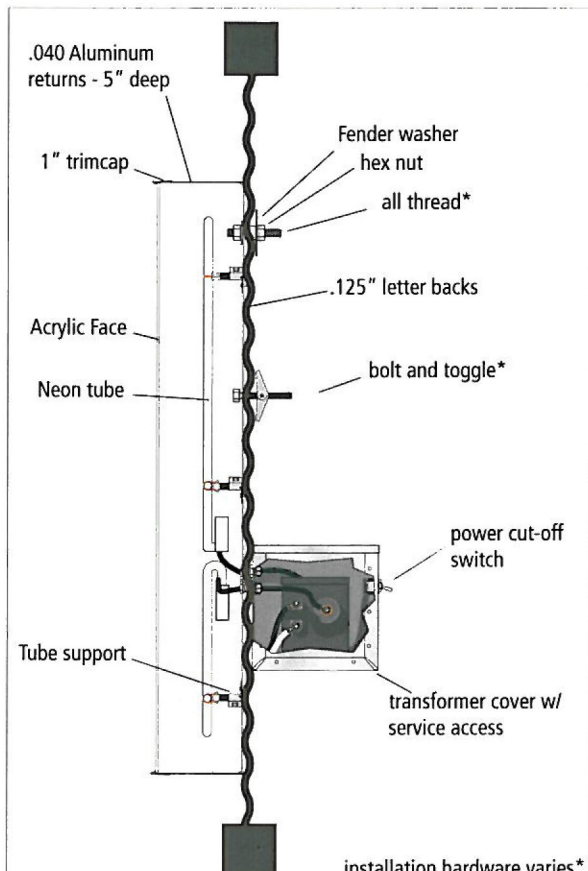


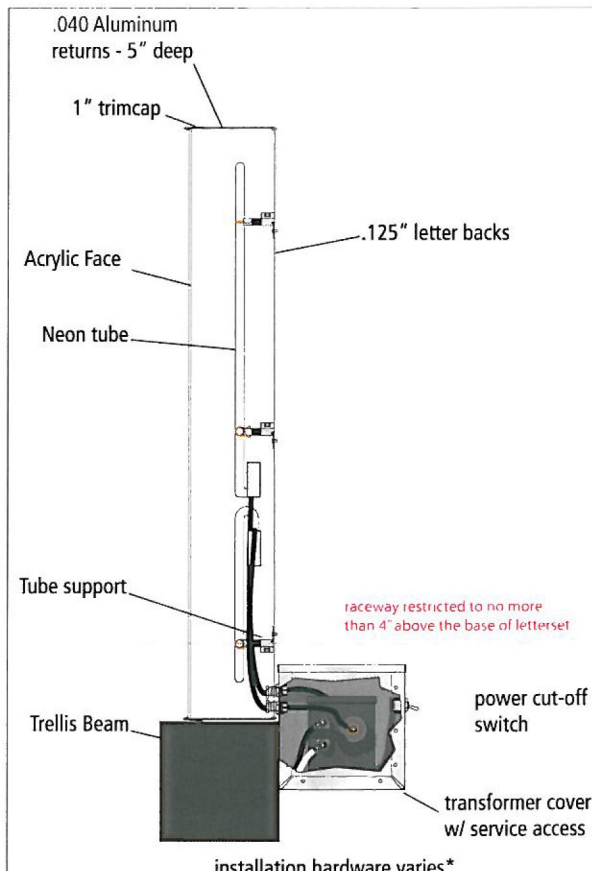
FIGURE - A



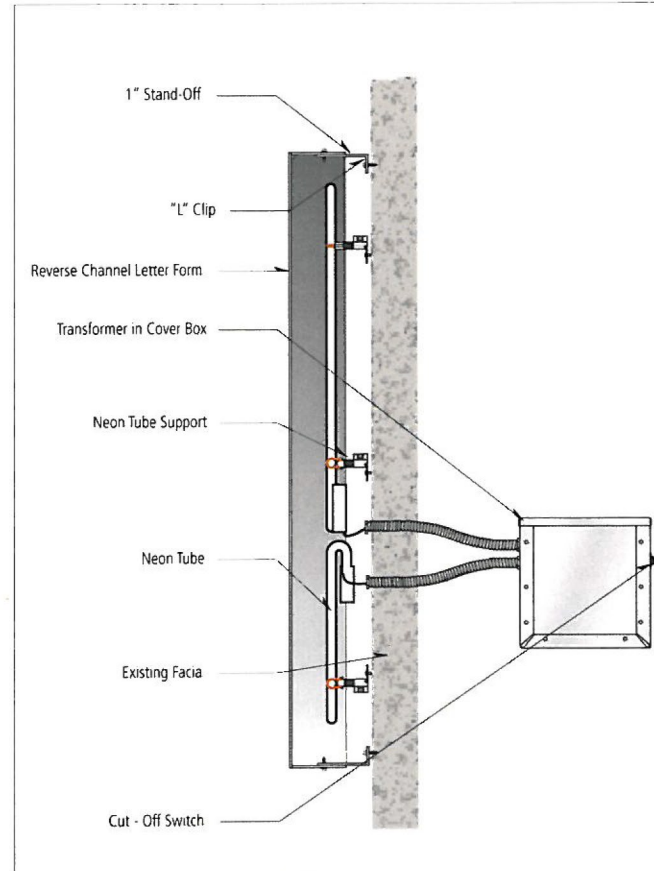
A: Typical Wall Mounted Installation



B: Typical Screen Mounted Installation



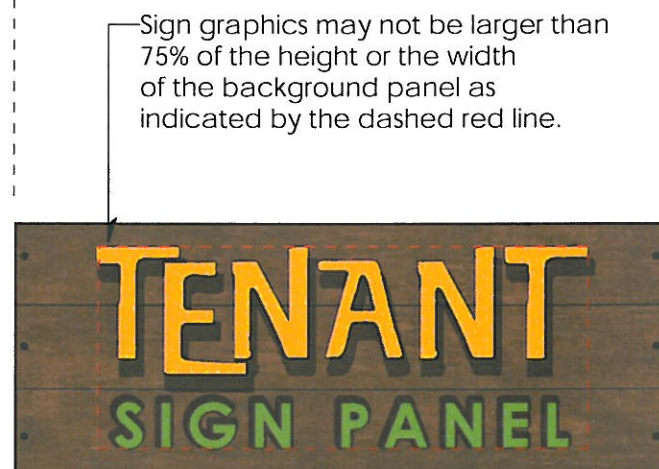
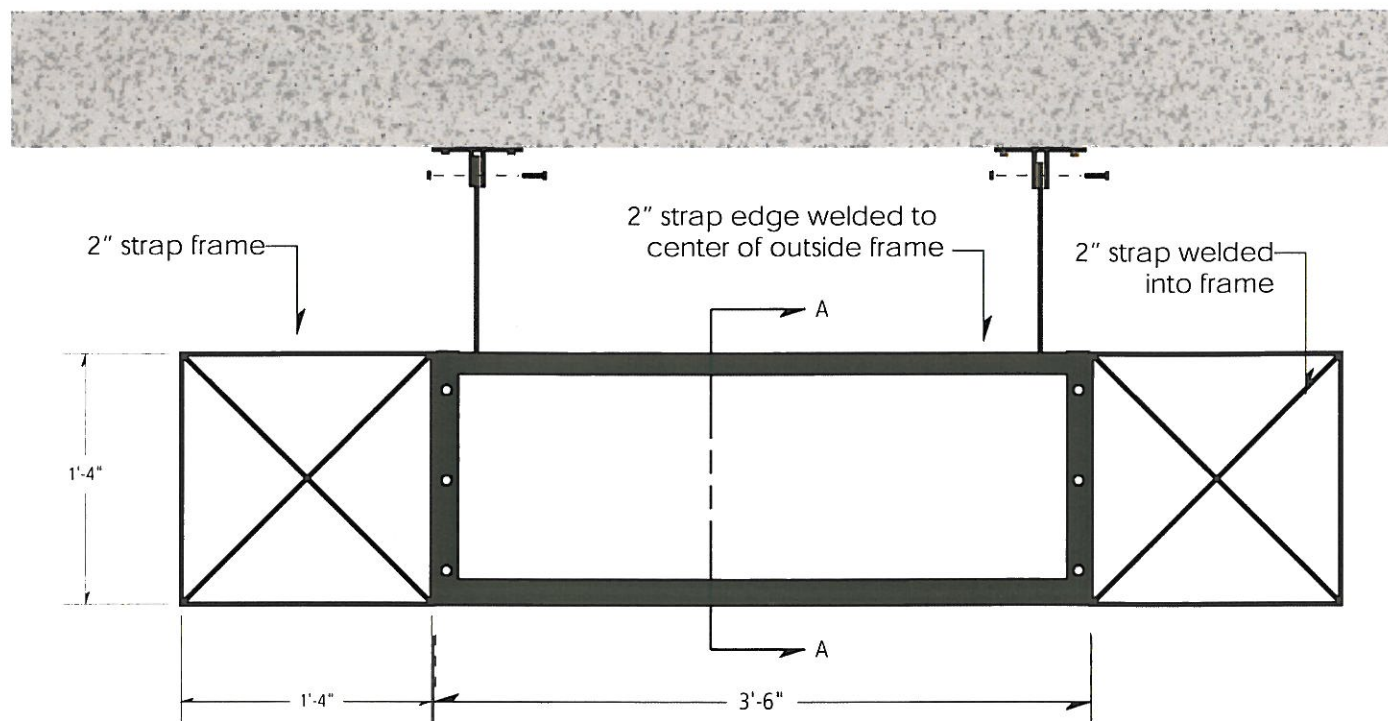
C: Typical Beam Mounted Installation



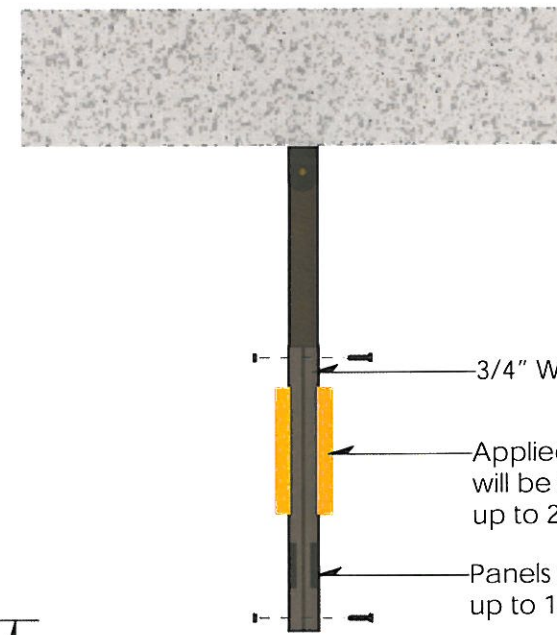
Halo-Illuminated Reverse Pan Channel Installation

NOTES

- Halo-illuminated aluminum channel letters and logos with up to 5" returns will be allowed
- Neon or LED lighting will be allowed.
- White and colored neon will be allowed with opaque letterbacks.
- Colored acrylic faces and trimcap will be allowed.
- Established letter styles and logos will be allowed.



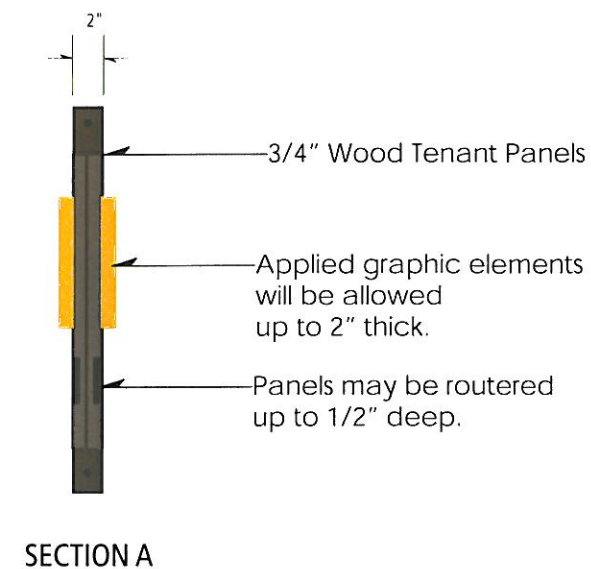
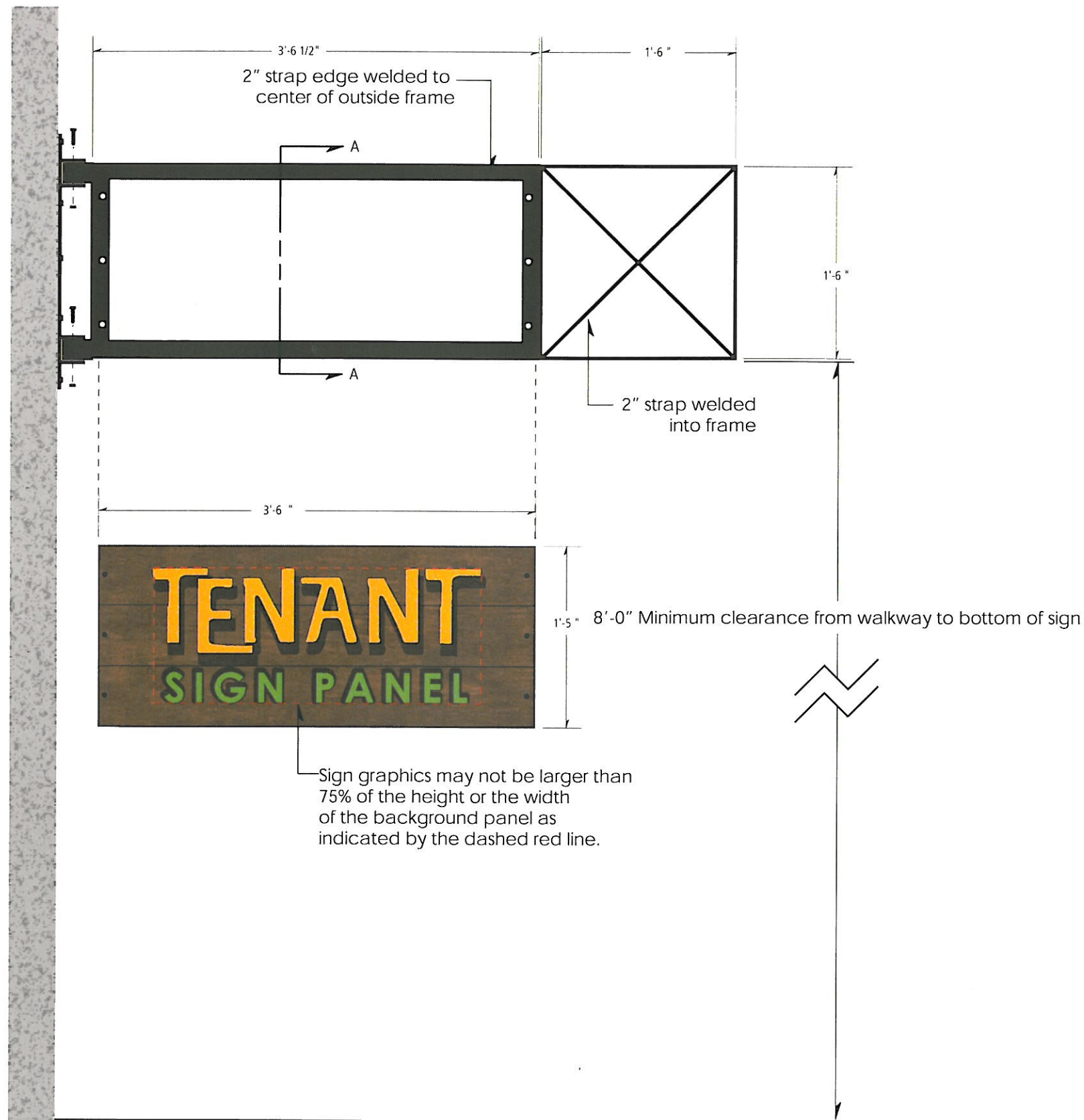
8'-0" Minimum clearance from walkway to bottom of sign



SECTION A

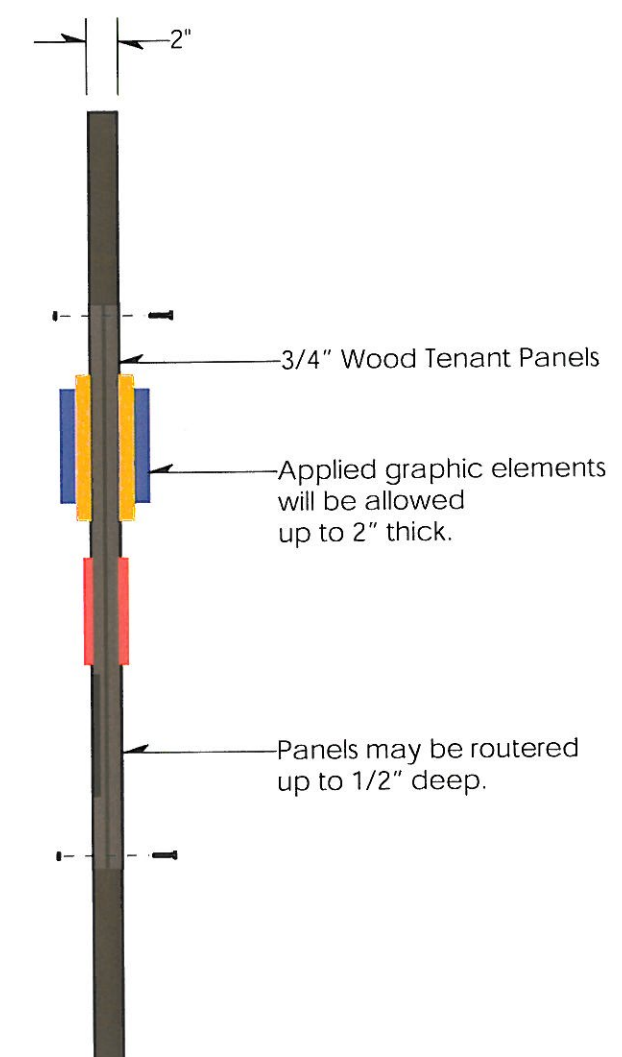
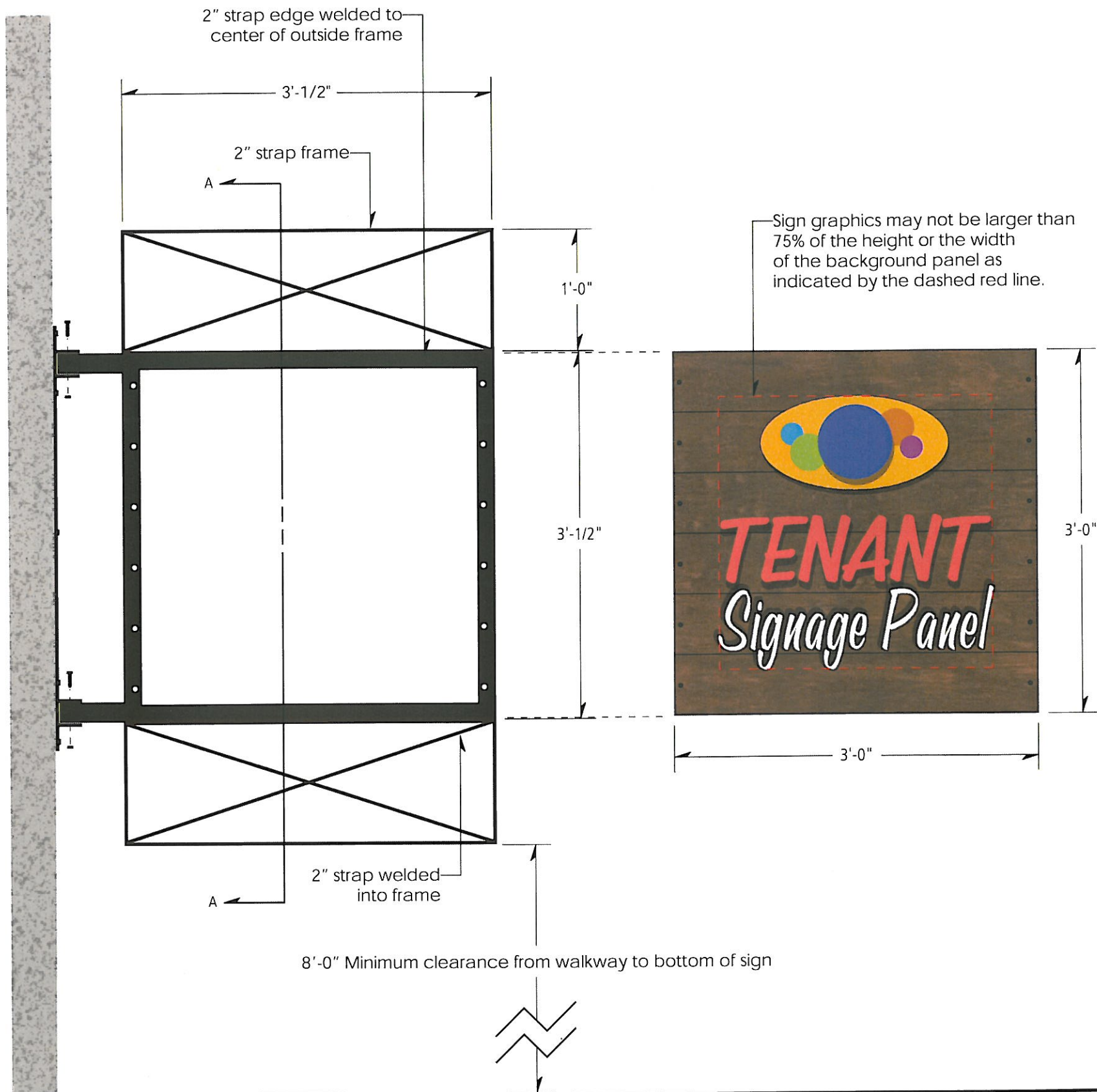
NOTES

- 3/16" thick X 2" wide, flat steel frame and cross members.
- 2" wide, flat steel strap frame welded to center of center opening.
- Tenant panel to be 3/4" thick wood panel, finished to tenant spec's, with up to 2" thick attached graphics and up to 1/2" deep engraved graphics.
- Vertical supports to be 3/16" thick x 2" wide, flat steel secured to 2" angle brackets with hardware.
- Sign to be engineered by others to determine mounting hardware specifics.
- One sign permitted per business
- If the area of the sign is over four (4) square feet, it will be counted in the aggregate total sign area allowed for the specific use or occupancy.



NOTES

- 3/16" thick x 2" wide, flat steel frame and cross members.
- 2" wide, flat steel strap frame welded to center of center opening.
- Tenant panel to be 3/4" thick wood panel, finished to tenant spec's, with up to 2" thick attached graphics and up to 1/2" deep engraved graphics.
- Vertical supports to be 3/16" thick x 2" wide, flat steel secured to 2" angle brackets with hardware.
- Sign to be engineered by others to determine mounting hardware specifics.
- One sign permitted per business
- If the area of the sign is over four (4) square feet, it will be counted in the aggregate total sign area allowed for the specific use or occupancy.



SECTION A

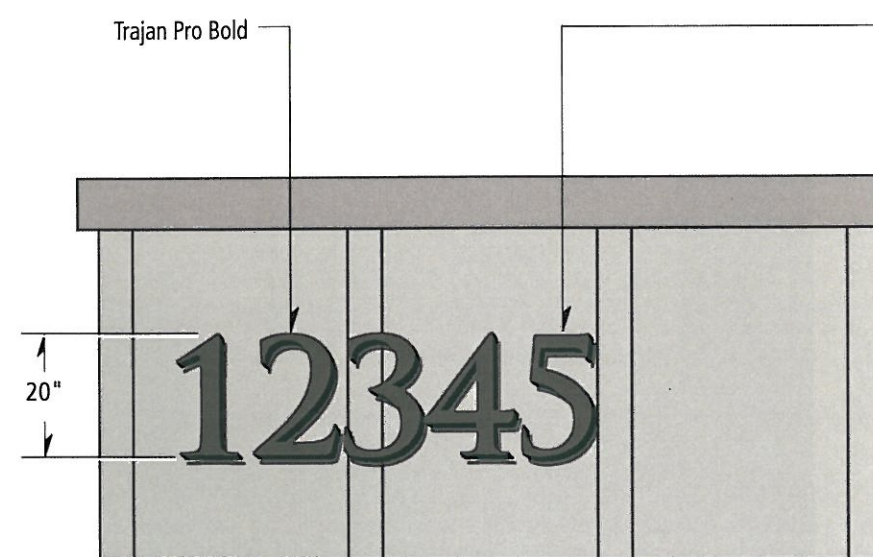
- NOTES**
- 3/16" thick x 2" wide, flat steel frame and cross members.
 - 2" wide, flat steel strap frame welded to center of center opening.
 - Tenant panel to be 3/4" thick wood panel, finished to tenant spec's, with up to 2" thick attached graphics and up to 1/2" deep engraved graphics.
 - Signs may also be painted or decorated with vinyl graphics.
 - Sign to be engineered by others to determine mounting hardware specifics.
 - One sign permitted per business
 - If the area of the sign is over four (4) square feet, it will be counted in the aggregate total sign area allowed for the specific use or occupancy.

<p>DFD CornoyerHedrick</p> <p>© 2006 DFD CornoyerHedrick</p>	<p>TYPE FS</p> <p>DESCRIPTION Flag Mounted Sign</p>	<p>SCALE 1"=1'</p> <p>PROJECT Aspen Place</p> <p>NUMBER 06344.000</p> <p>DATE 12.20.07</p> <p>REVISED 5.29.08</p>	<p>DRAWING NO. GD 216</p>
--	--	---	----------------------------------



NOTES

- Non-illuminated reverse pan channel building address numbers.
- 2" returns.
- Painted to match P-1 or P-2, to contrast with the building fascia that the address will be installed
- Install with concealed clips, located on the building per City of Flagstaff Fire Dept. requirements.
- Contractor to verify actual address, size and placement with the fire department prior to fabrication and installation.



Painted to match P-1 or P-2, to contrast with the building fascia that the address will be installed.



Section View
Revers Pan Channel Letter
NTS

DFD CornoyerHedrick

TYPE **BA**

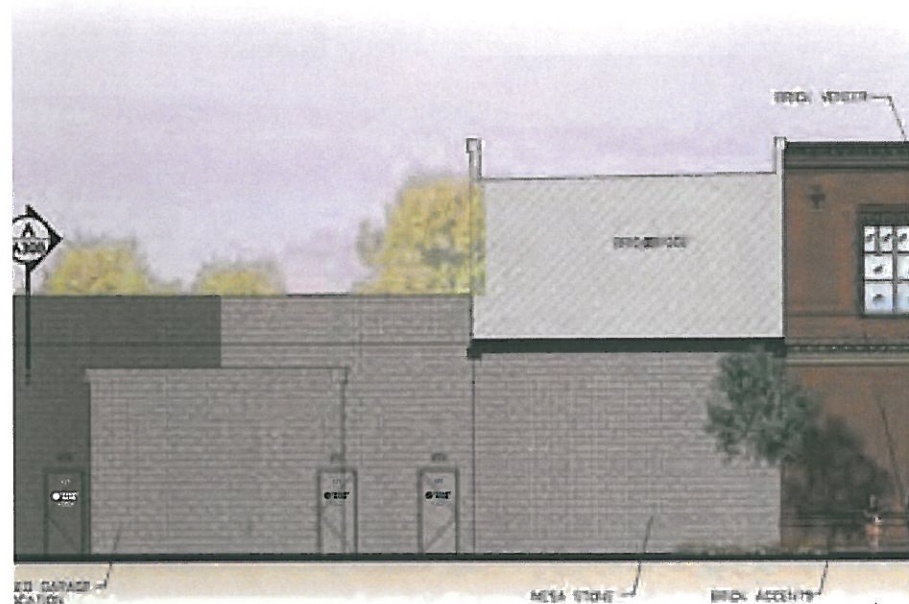
DESCRIPTION Building Address Number

SCALE NTS
PROJECT Aspen Place
NUMBER 06344.000
DATE 3.7.07
REVISED 1.3.08

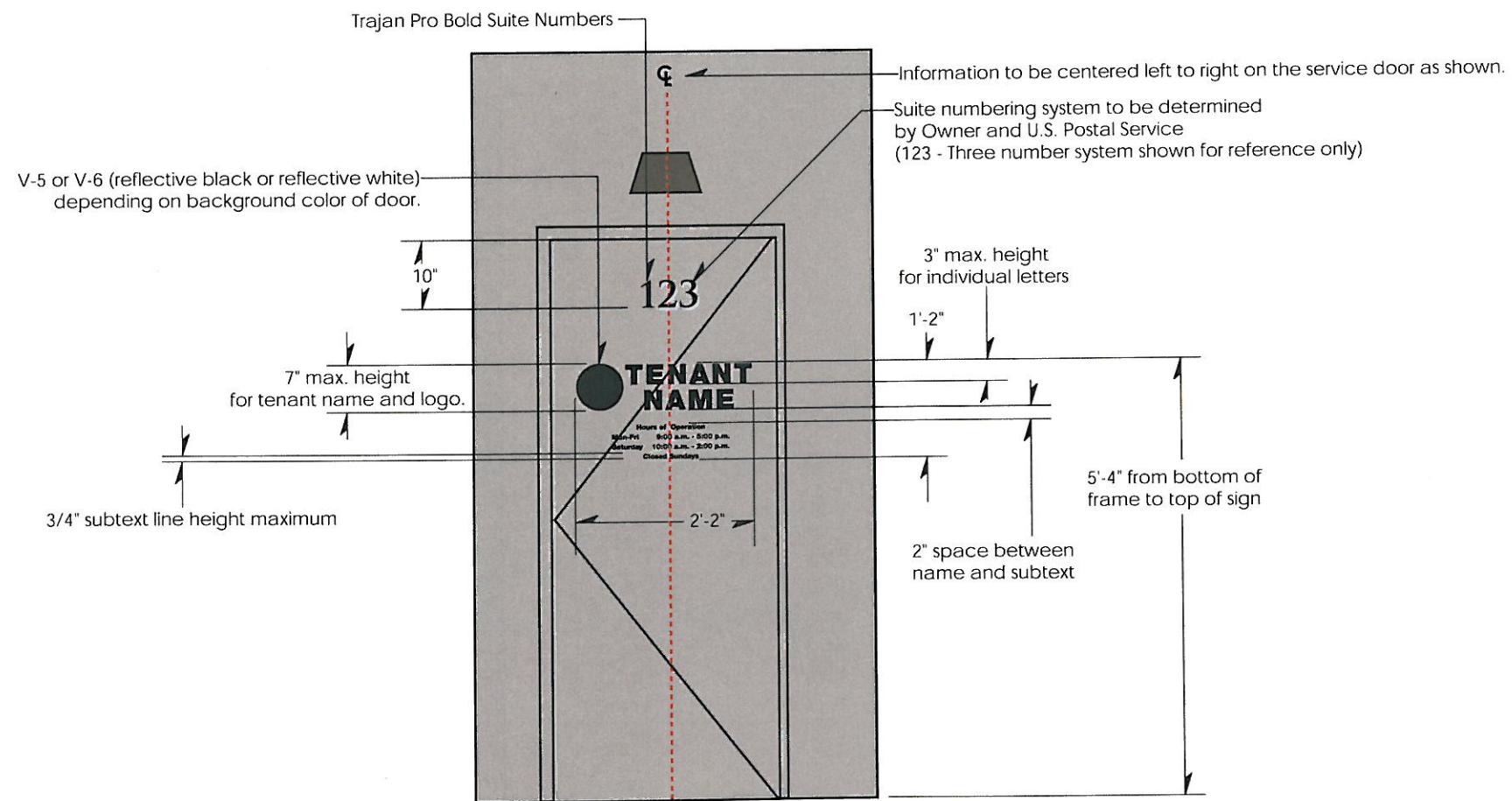
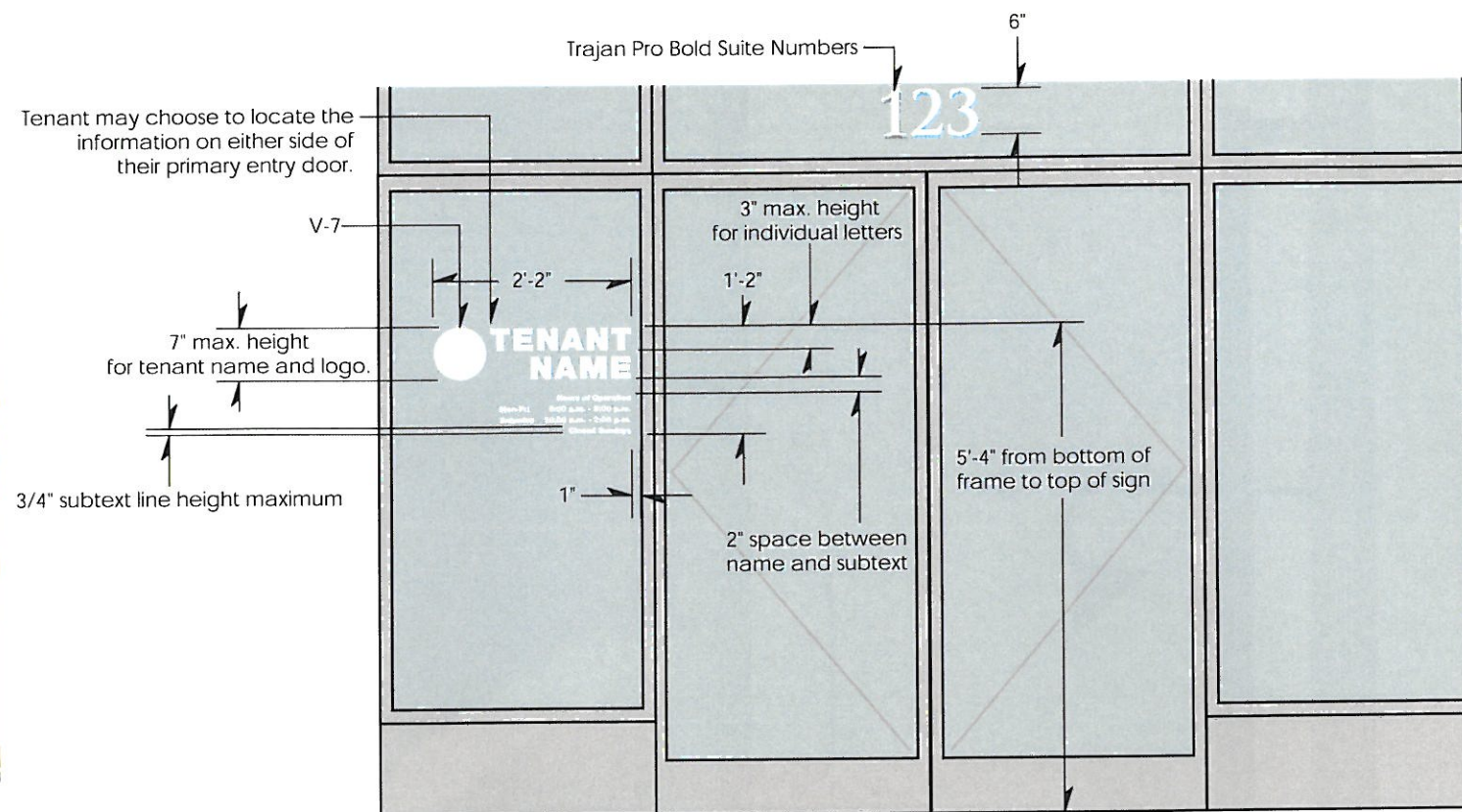
DRAWING NO. **GD 217**



BUILDING J - NORTH ELEVATION

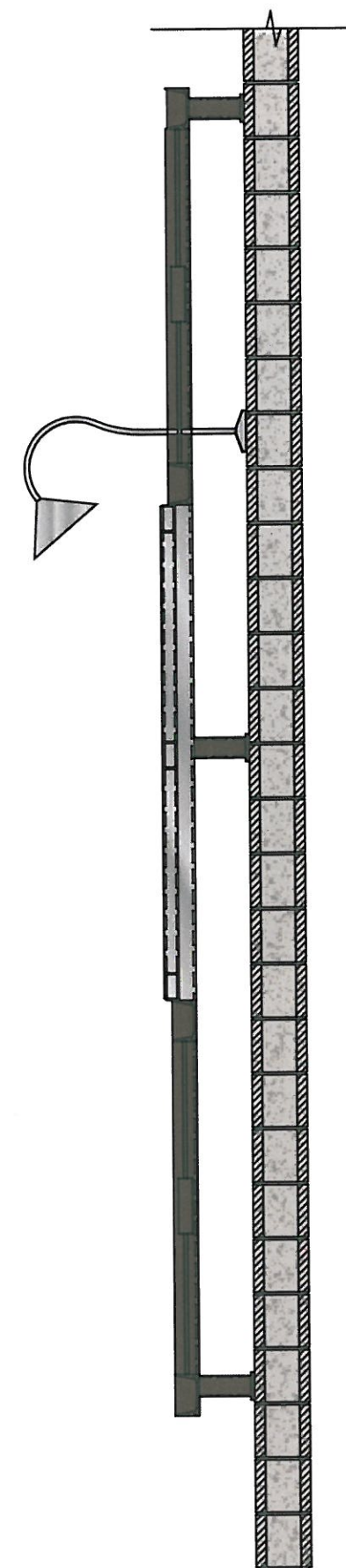
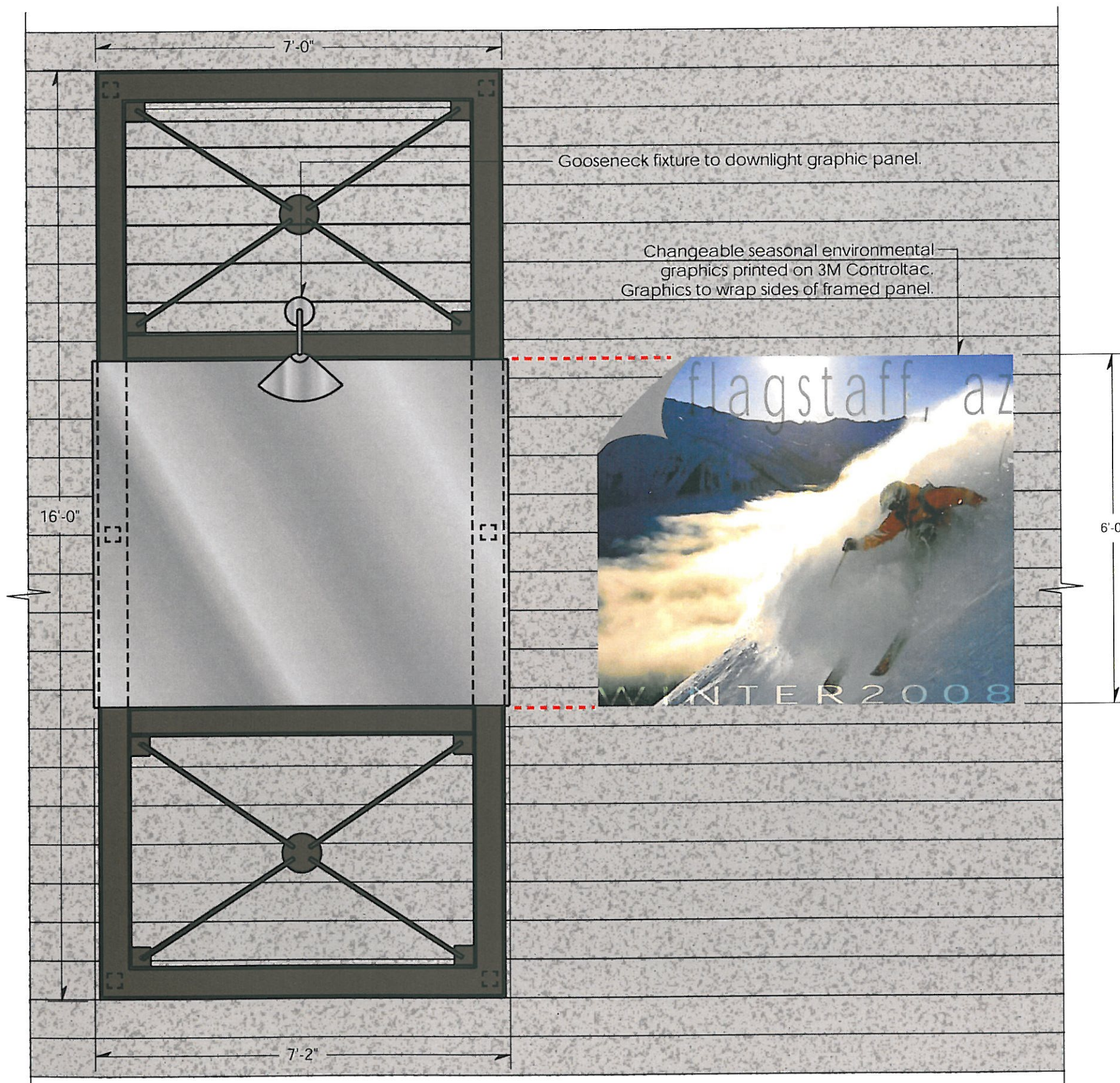


BUILDING J - EAST ELEVATION



NOTES

- Gloss white vinyl graphics.
- Vinyl applied to outside surface of glass. Individual tenants may elect to install vinyl to inside of glass to prevent vandalism.
- Reflective black or white vinyl on the rear / service doors depending on the background color of the door.
- Limited to the display of the suite number, business name and/or logo, hours of operation and contact information (phone, fax, website, etc.)
- Additional graphic displays may be allowed with landlord approval. The maximum aggregate area of the display shall not exceed 25% of the area of the window, per City of Flagstaff sign ordinance.



NOTES

- Metal frame with galvanized panel.
- Changeable seasonal environmental graphics printed on 3M Controltac vinyl applied to framed galvanized panel.
- Gooseneck light fixture to downlight graphic panel.
- Refer to architectural drawings for specifics on frame and overall structure.
- Graphics are to be restricted to non-commercial messages.
- All graphic displays must be pre-approved by the landlord & the City of Flagstaff, prior to fabrication & installation

DFD CornoyerHedrick

TYPE **EG**

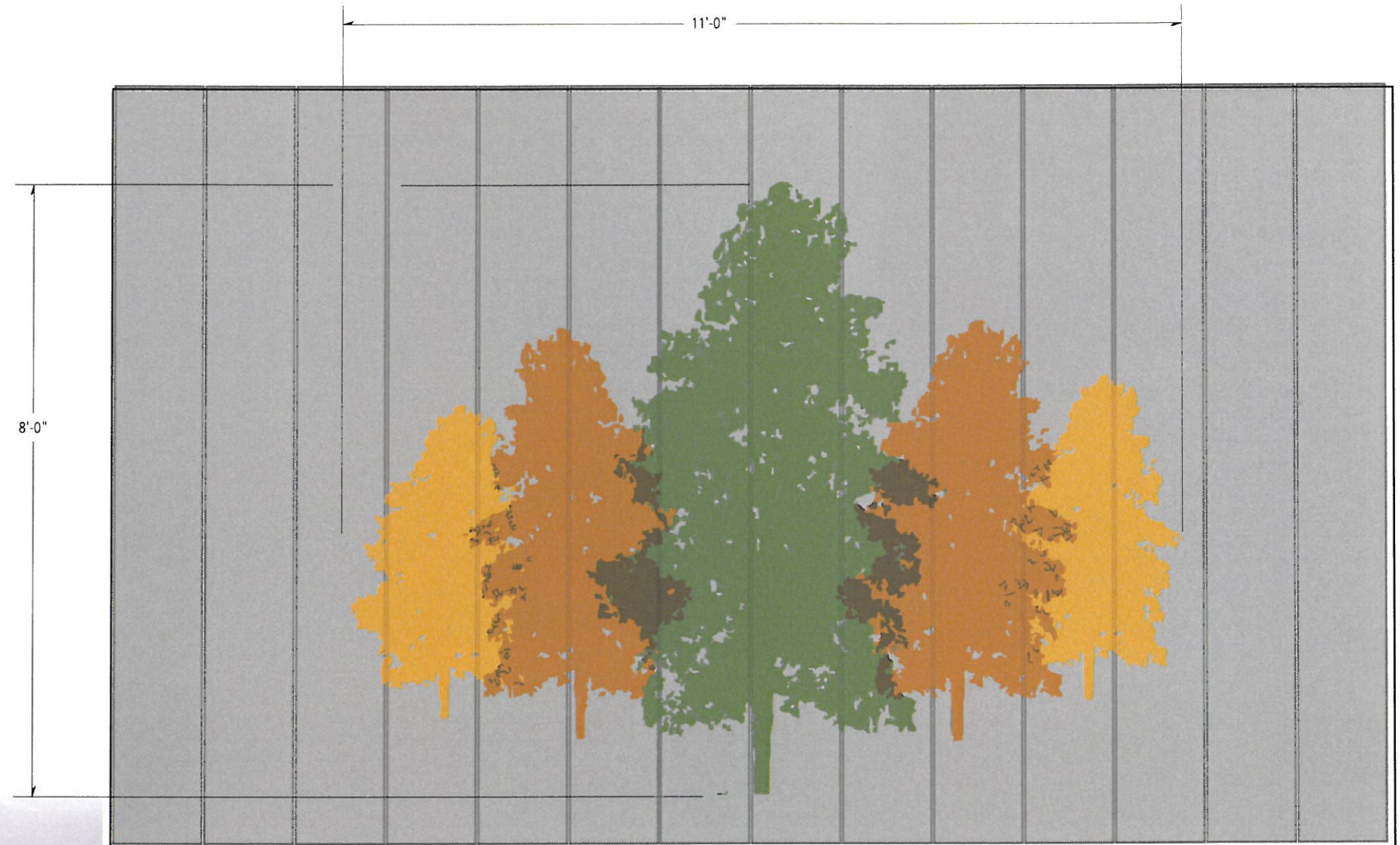
DESCRIPTION Environmental Graphic Panel

SCALE 1/2"=1'
PROJECT Aspen Place
NUMBER 06344.000
DATE 1.3.08
REVISED 05.12.08

DRAWING NO **GD 219**

NOTES

88 s.f. Aspen Tree Mural painted directly onto wall surface.



Addendum

- Mounting Detail Type A
Typical Wall Installation
- Mounting Detail Type C
Typical Beam Installation
- Mounting Detail Type HB
Soffet Mounted Hanging
Blade Sign

NOTE

Tenant sign envelopes shown are meant to represent potential sign locations.

The sign area for each business within a multi-tenant building, development, or shopping center shall not exceed one and one-half (1½) square feet for each linear foot of the building frontage of the primary entrance location of the individual occupant, up to an aggregate sign area, not to exceed one hundred fifty (150) square feet maximum per business.

For businesses having auxiliary building elevations fronting on two or more streets, only the primary entrance frontage is measured as described in the provision noted above. Auxiliary elevations of such businesses are permitted sign area not to exceed one-half (½) square foot for each linear foot of building frontage where the individual business has frontage, to a maximum of eighty (80) square feet*. However, the aggregate sign area permitted for all building elevations for a single tenant in a multi-tenant building, development, or shopping center is two hundred (200) square feet maximum*.

Building mounted wall signs shall not extend horizontally a distance greater than sixty percent (60%) of the width of the building wall on which it is displayed.

Sign is located above the primary residential entrance.

Signs mounted above the trellis/canopy shall not extend horizontally a distance greater than eighty percent (80%) of the width of the tenant wall on which it is displayed.

For signs with multiple lines of copy, spacing between lines must be not be less than half of the height of the smallest line of copy.

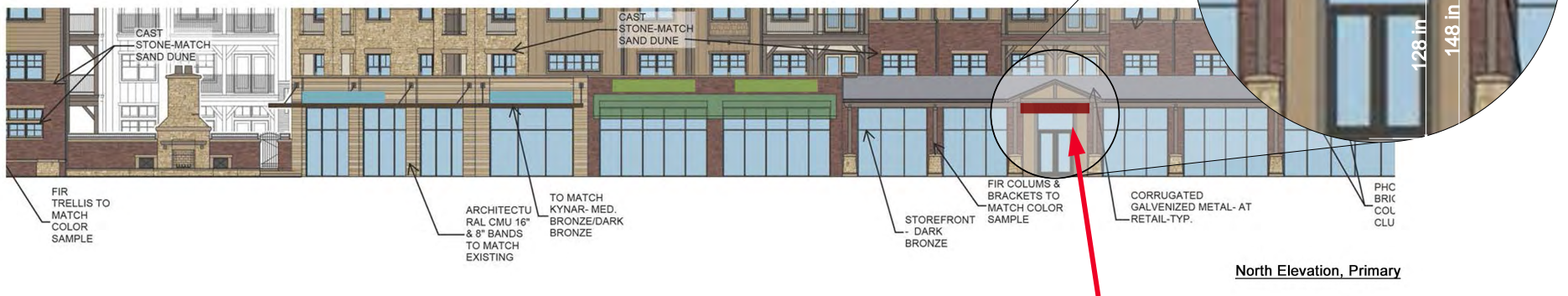
Signs shall be centered top to bottom and left to right within the Tenant Sign Envelopes.

The tenant sign envelopes shown are conceptual representations. The landlord will reserve the right to combine envelopes to accommodate the unforeseen tenant configurations.

* Tenant may increase their signage area 10% - 40% based upon adherence to the design performance standards listed below.

Design Performance Standards (DPS):

- 1- Raised Letter Signs = 10% area increase
- 2- Simplified Letter & Logo (4 items) = 10% area increase
- 3- Sign Structure Materials = 10% area increase
- 4- Sign Structure Integration = 10% area increase



North Elevation, Primary

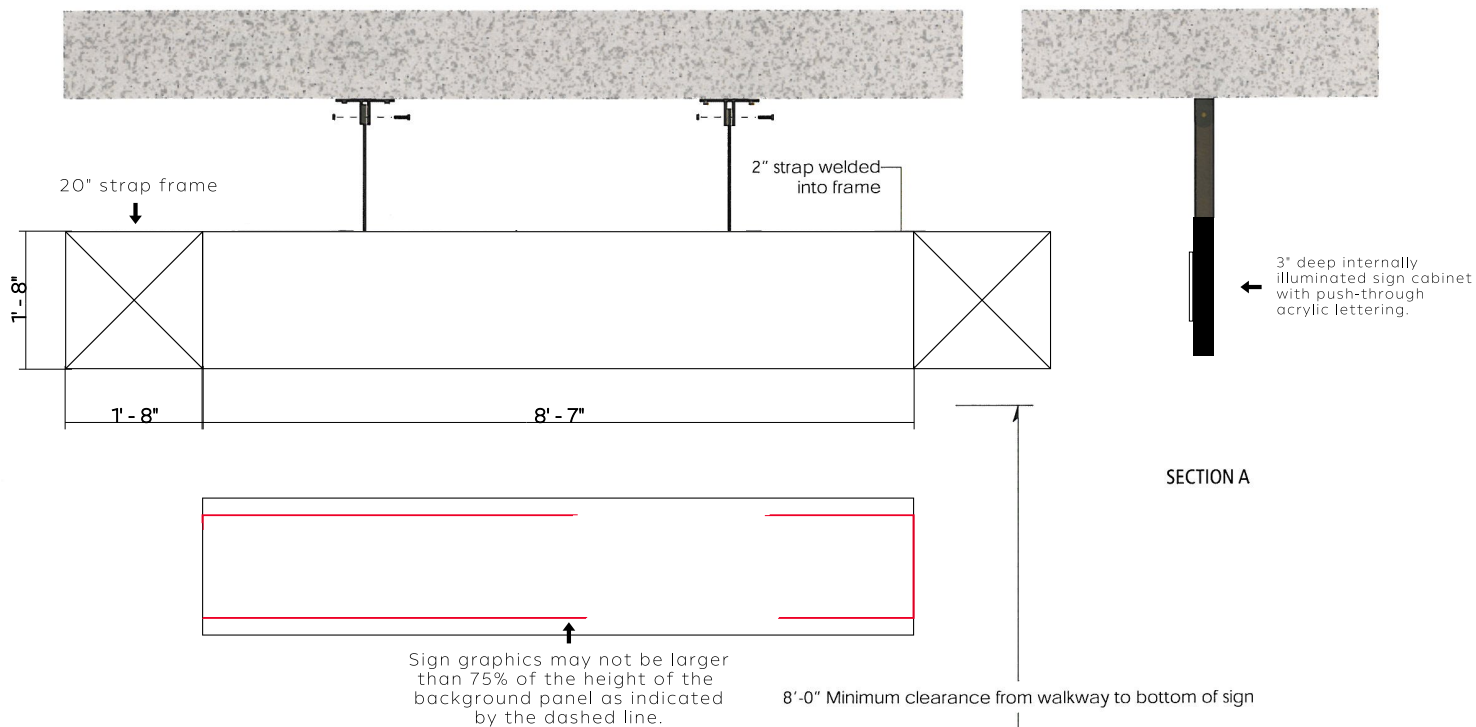
DFD ConroyHedrick

TYPE **WS**

DESCRIPTION Retail Identification Sign Envelopes, Bldg K

SCALE 1/32" = 1'-0"
PROJECT Aspen Place
NUMBER 06344.000
DATE 12.20.07
REVISED 5.13.08

DRAWING NO. **GD 210A**



NOTES

- 3/16" thick X 2" wide, flat steel frame and cross members.
- 2" wide, flat steel strap frame welded to center of center opening.
- Tenant panel to be 3" deep cabinet finished to tenant spec's, with up to 1/2" thick attached graphics and up to 1/8" deep routed graphics.
- Vertical supports to be 3/16" thick x 2" wide, flat steel secured to 2" angle brackets with hardware.
- Sign to be engineered by others to determine mounting hardware specifics.
- One sign permitted per business
- If the area of the sign is over four (4) square feet, it will be counted in the aggregate total sign area allowed for the specific use or occupancy.
- Sign will be internally illuminated with amber LEDs, halo illuminated lettering with opaque background

*Example for reference only



DFD ConroyHedrick

© 2006 DFD ConroyHedrick

TYPE **HB**

DESCRIPTION Soffit Mounted Hanging Blade Sign

SCALE 1"=1'
PROJECT Aspen Place
NUMBER 06344.000
DATE 12.07.07
REVISED 05.28.08

DRAWING NO.

**GD
214**





PLANNING AND DEVELOPMENT SERVICES STAFF REPORT

COMPREHENSIVE SIGN PLAN

Case/Permit Number: CC-21-00297

DATE:

April 11, 2021

MEETING DATE:

May 12, 2021

REPORT BY:

Genevieve Pearthree

REQUEST:

Apartment Ventures and the Village at Aspen Place apartments (property owner and applicant) and Signarama (sign contractor) request Planning and Zoning Commission review and approval of an addendum to the Aspen Place at the Sawmill Comprehensive Sign Plan at 601 E. Piccadilly Dr. The request is to increase the maximum allowed sign area and height for a multifamily residential building sign from 2.8 square feet in area, and 4.8 feet above grade, to 20 square feet in area and 10.5 feet above grade.

PRESENT/PROPOSED LAND USE:

The current land use is a five-story vertical mixed-use development, consisting of 12 commercial suites, a leasing office, parking garage, tenant amenities, and 222 residential units in the HC (Highway Commercial) Zone.

NEIGHBORHOOD DEVELOPMENT:

- North: Commercial portion of the Aspen Place at the Sawmill development in the HC Zone (Highway Commercial); businesses include Eddie Bauer, Wildflower Bread Company, and others
- East: Whole Foods in the HC Zone
- South: The Grove Apartments in the HR Zone (High Density Residential)
- West: REI and The Grove Apartments in the HC and HR Zones

COMPREHENSIVE SIGN PROGRAM REVIEW

The purpose of the comprehensive sign plan is to provide a process to respond to the special signage needs of this mixed-use development, as well as provide for sign design guidelines that promote superior sign design, material and installation methods. Staff administratively reviews and approves comprehensive sign plans that reflect proposed signage in compliance with Division 10-50.100: Sign Standards of the City of Flagstaff Zoning Code. The Planning & Zoning Commission shall review, and may approve, plans that request an increase in the permitted height, area, and/or number of signs.

STAFF REVIEW:

INTRODUCTION/BACKGROUND

Aspen Place at the Sawmill is an approximately 35-acre vertical and horizontal mixed-use development located south of Butler Ave. between Lone Tree Rd. and Sawmill Rd. It developed in two phases, both of which required a rezoning. The site plan and rezoning for the first phase were approved in 2007; the second phase was approved in 2013. The second phase includes the leasing office that is the focus of this Plan addendum request. Phase 2 covers approximately 3.15 acres within the larger development and consists of one five-story building, with 33,000 square feet of retail at the first floor level, a five-story parking garage, and 222 luxury apartments.

Staff approved the Aspen Place at the Sawmill Comprehensive Sign Plan (the 'Plan') in 2008 and an update in 2016. Staff was able to approve the Plan and update because the proposed signage was within what Staff could approve administratively. The Plan currently shows the building sign envelopes for each commercial tenant space (these are the

locations where signage can be placed). It also includes the maximum allowed sign area for each tenant space and sign design standards.

The focus of this request is to add two pages to the end of the Plan to allow a suspended, internally illuminated sign to be placed above the leasing office entrance. See the attached *Sign Plan Addendum* for more information.

Proposed Multifamily Residential Signage

The Plan addendum requests an approximately 20 square foot sign envelope for a suspended sign located approximately 10.5 ft. from grade above the leasing office entrance. It requires Planning and Zoning Commission approval because it is larger in area and taller in height than what staff can approve administratively (staff can approve a residential building sign up to 2.8 square feet in area and 4.8 feet off the ground).

ALLOWED SIGNAGE (WHAT STAFF CAN APPROVE ADMINISTRATIVELY)

General Standards for All Signs

The Zoning Code (Table 10-50.100.060.A: Standards for Permanent Signs by Use and Section 10-50.100.080: Sign Design Performance Standards) permits staff to administratively approve a comprehensive sign plan that proposes signage that meets the following requirements:

Type of Use	Sign Type	Maximum Height	Maximum Area	Total Number of Signs
Single-Family Subdivision, Multifamily Developments , Manufactured Home Parks	Building Mounted	4.8 feet (maximum height above grade of 4 feet plus 20% height increase for taking four Sign Design Incentives: Raised Letters, Simplified Letter and/or Logo Copy, High Quality Sign Structure Materials, Sign Structure Which Blends With Development Site)	2.8 square feet (maximum area of 2 square feet plus 40% increase by taking four Sign Design Incentives: Raised Letters, Simplified Letter and/or Logo Copy, High Quality Sign Structure Materials, Sign Structure Which Blends With Development Site)	One
Nonresidential Use in Commercial or Industrial Zone – Live/Work, Single Tenant Building, and Detached Buildings within a Multi-Tenant Development or Shopping Center	Building Mounted – Single Frontage (each tenant space has a single frontage)	30 feet (maximum height of 25 feet above grade plus 20% height increase for taking four Sign Design Incentives: Raised Letters, Simplified Letter and/or Logo Copy, High Quality Sign Structure Materials, Sign Structure Which Blends With Development Site)	Maximum area of 1 square foot to 1 linear foot of primary building frontage, up to 100 square feet (can be increased up to 40% by taking four Sign Design Incentives: Raised Letters, Simplified Letter and/or Logo Copy, High Quality Sign Structure Materials, Sign Structure Which Blends With Development Site)	Limited by maximum sign area

General Standards for Suspended Signs

Staff can also approve suspended signs that meet the standards in Table 10-50.100.060.N in the Zoning Code:

Table 10-50.100.060.N: Standards for Suspended Signs		
	Standard	Other Requirements
Sign Area	Signs ≤ 4 sq. ft. are not included in the total allowable sign area for building mounted sign area.	Signs > 4 sq. ft. in area are included in the total allowable building mounted sign area.
Sign Placement	On or immediately adjacent to the business the sign identifies.	Min. of 8 feet from the bottom of the sign to nearest grade/sidewalk. Sign shall not extend beyond the edge of the building facade or overhang on which it is placed.
Number of Signs	Max. 1.	
Illumination	Permitted – See Section 10-50.100.050(C) .	
Permitting	Sign permit is required.	

Aspen Place at Sawmill Standards for Commercial Tenant Signs

Signs located in Aspen Place at the Sawmill are subject to additional design standards included in the *Aspen Place at the Sawmill Comprehensive Sign Plan*:

Sign Standard	Description
Sign Area	<p>The Plan allows commercial tenants up to 1.5 sq. ft. of building sign area per 1 linear foot of primary tenant space frontage (up to 150 sq. ft.) and 0.5 sq. ft. of building sign area per 1 linear foot of auxiliary tenant space frontage (up to 80 sq. ft.). These were the sign standards in the Land Development Code when the Plan was originally approved in 2008. The Plan also allows tenants to increase the maximum sign area up to 40% through the use of Design Performance Standards (DPS), which include the following:</p> <ul style="list-style-type: none"> • Raised letter signs: 10% increase • Simplified letter & Logo: 10% increase • Sign structure materials: 10% increase • Sign structure integration: 10% area increase <p>These are very similar to the increases currently allowed in Section 10-50.100.080: Sign Design Performance Standards.</p>
Sign Location	The Plan identifies specific sign envelopes where tenant signs can be placed.
Sign Design Standards	Page GD214 of the Plan provides standards for suspended signs. The sign must be mounted in a metal frame (with very specific dimensions/details) and the bottom of the sign must be at least 8 feet above the sidewalk. Letters and graphics may project up to 2 inches from the sign face, and may be recessed up to ½ inch from the sign face. The sign face should be a ¾ inch wood panel. Letters can be no taller than 75% of the height of the sign face.

SIGN INCREASE REQUESTS THAT MUST BE APPROVED BY THE PLANNING & ZONING COMMISSION

The applicant requests Planning & Zoning Commission approval to increase the permitted area and height of the multifamily residential building sign for the multifamily residential portion of the development. Staff can administratively approve one multifamily residential building sign that is 2.8 square feet or less in area, and 4.8 feet or

less in height. The applicant requests an approximately 20 square foot building sign located slightly more than 10.5 feet above grade.

DISCUSSION AND ANALYSIS

There are several issues to consider when determining whether to approve the addendum to the Sawmill at Aspen Place Comprehensive Sign Plan.

Reason for Requesting a Larger and Taller Multifamily Residential Building Sign

The applicant requests a larger and taller multifamily residential building sign than what staff can approve administratively because they state that one is needed for wayfinding purposes. They suggest the public has trouble finding the leasing office entrance because it does not have any permanent building signage and is surrounded by commercial tenant spaces that are well signed.

Existing Multifamily Residential Signage

There are currently two freestanding signs on the northeast and northwest corners of the building that serve the Village at Aspen Place apartments. However, the applicant states that the signs are located too far from the leasing office entrance to be useful for wayfinding purposes (the signs are approximately 240 feet [northwest sign] and 395 feet [northeast sign] away from the leasing office entrance).

Relevant Sign Standards

Residential signage above the leasing office would meet all applicable standards in the Zoning Code (Table 10-50.100.060.N: Suspended Signs and Table 10-50.100.060.A: Standards for Permanent Signs by Use) with the exception of the increased area and height for residential signs that is the focus of this request. It also meets all relevant sign standards on page GD 214 of the Aspen Place at the Sawmill Comprehensive Sign Plan with the exception that the applicant requests a sign panel that is a 3 inch deep internally illuminated cabinet instead of a ¾ inch wood panel.

High Quality Sign Design

If approved, signage above the leasing office would be subject to the sign design standards included in the addendum. These standards are taken directly from the existing sign plan and are intended to foster high quality sign design. They would also make the sign eligible for the raised letter/logo and simplified letter sign design incentives included in the Zoning Code and in the Plan.

Adjacent Signage

The Village at Aspen Place leasing office entrance is located in the middle of a row of twelve tenant spaces on the first floor of the building. It is adjacent to Chopstix Vietnamese Kitchen (formerly Paleo Brio) to the west and Grimaldi's Pizzeria to the east, each of which has several building signs, as allowed on Page GD210 of the Sawmill at Aspen Place Comprehensive Sign Plan. The Plan also allows each commercial tenant to have one projecting or suspended sign perpendicular to the building face located under the pedestrian awning.

Visibility

If approved, the sign would likely be visible only to pedestrians and vehicles within the Aspen Place at the Sawmill development site.

RECOMMENDATION:

The Planning and Zoning Commission has the discretion to approve signage that exceeds the sign standards with the review and approval of a Comprehensive Sign Program.

Attachments:

- Sign Permit Application
- Aspen Place at the Sawmill Comprehensive Sign Plan p. 1-21
- Aspen Place at the Sawmill Comprehensive Sign Plan p. 22-32
- Sign Plan Addendum
- Street View of Proposed Sign Location
- Aerial Image of Proposed Sign Location



Planning & Zoning Commission

6. B.

Meeting Date: 05/12/2021

From: Dan Symer, Zoning Code Manager

Information

TITLE

Discussion: Case No. PZ-21-00066: Request for a work session with the Planning and Zoning Commission to discuss the City's proposed amendment to the Zoning Code to modify the existing Accessory Dwelling Unit (ADU) and accessory structure requirements.

STAFF RECOMMENDED ACTION:

No action of the Planning and Zoning Commission is required.

Attachments

Staff Report

Case No. PZ-21-00066 Updates to Zoning Code 2021 – Accessory Dwelling Unit and Accessory Structure Encroachments Requirements

Property Owner Occupancy and Restrictive Covenant Provisions



**Community Development Department
Planning and Development Services**

Date: April 6, 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-21-00066: Request for a work session with the Planning and Zoning Commission to discuss the City's proposed amendment to the Zoning Code to modify the existing Accessory Dwelling Unit (ADU) and accessory structure requirements.

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:

- May 11, 2021 – City Council Work Session
- May 12, 2021 – Planning and Zoning Commission Work Session
- May 26, 2021 – Potential Planning and Zoning Commission Public Hearing
- June 15, 2021 – Potential City Council Public Hearing (1st Reading of Ordinance)
- July 6, 2021 – Potential City Council Public Hearing (2nd Reading of Ordinance/Adoption)

III. Planning and Zoning Commission Questions:

For your reference, below are the questions on which staff is seeking the Planning and Zoning Commission's comments and direction.

- Does the Planning and Zoning Commission have any recommended modifications or considerations on the proposed Zoning Code Text Amendment?
- Does the Planning and Zoning Commission have any recommendations about removing the requirements related to the property owner occupying either the primary residence or the ADU as their principal residence? (Please refer to section VII.)

IV. Overview of Proposed Amendment:

The proposed amendment (Attachment 1) includes multiple changes to the Zoning Code. New provisions are being added, and several existing regulations are being modified. The most significant of the modifications include:

- Allowing Detached Accessory Dwelling Units to be located in the required setbacks of a property zone;
- Allowing detached garages constructed prior to February 16, 2016 that are within the required Detached Accessory Dwelling Unit setbacks to be converted to an Accessory Dwelling Unit;
- Establishing a maximum building height (16 feet) of a Detached Accessory Dwelling Unit that encroaches into the required setbacks of a property's zone; and
- Modifying the allowed building height of an Attached and Interior Accessory Dwelling Unit to be the same as the maximum building height permitted by the property's zone.

Summary of the Staff Revisions to the Zoning Code:

The proposed amendment includes:

1. **Accessory Structures (Section 10-40.60.020):**

- Table 10-40.60.020.B.7.d.: Allowed Accessory Structure Encroachments into Setbacks has been deleted, and the related provisions have been incorporated into Table 10-50.40.020.A.: Allowed Encroachments into Setbacks and Heights.
- The reference to Table 10-40.60.020.B.7.d. for encroachments into the required setbacks has been modified to refer to Table 10-50.40.020.A.

2. **Accessory Dwelling Units (ADUs) (Section 10-40.60.030):**

- Table 10-40.60.030.C.: Accessory Dwelling Unit Design, Development and Exceptions Standards has been modified as follows:
 - Minimum setbacks have been established that would allow a Detached Accessory Dwelling Unit to encroach into the required setbacks of a property's zone;
 - The required setbacks of a property's zone have been maintained and clarified for Attached and Interior Accessory Dwelling Units;
 - The allowed building height (currently 24 feet) of an Attached and Interior Accessory Dwelling Unit has been modified to be the same as the maximum building height permitted by the property's zone;
 - Encroachments (awnings, bay windows, canopies, fireplaces and chimneys, open eaves, window sills, etc.) allowed in combination with Attached, Detached, and Interior Accessory Dwelling Units have been modified; and
 - The existing provisions pertaining to a detached garage constructed prior to February 16, 2016 have been modified to allow the garage to be converted to a Detached Accessory Dwelling Unit.

3. **Encroachments into Minimum Required Setbacks (Section 10-50.40.020):**

- Table 10-50.40.020.A.: Allowed Encroachments into Setbacks and Heights has been modified to incorporate the provisions of Table 10-40.60.020.B.7.d. for accessory structures. In

addition, a cross-reference to the walls and fence encroachments has been included in Table 10-50.40.020.A.

V. Findings:

At the May 26, 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.

VI. 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 April 24, 2021, which is 18 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. City Council Discussion Topic

At the May 11, 2021 City Council Work Session, the City Council will review the above referenced amendment. In addition, the City Council will be discussing whether to direct staff to remove barriers to homeowners building accessory dwelling units on their properties – particularly whether to remove the requirements related to the property owner occupying either the single-family dwelling unit or the accessory dwelling unit as their principal residence and the associated restrictive covenant provisions (Attachment 2). The purpose of eliminating these requirements is to allow a property owner to construct an accessory dwelling unit on the same lot as a single-family dwelling unit and rent both units.

There are potential benefits and drawbacks to eliminating the property owner occupancy and restrictive covenant requirements. The potential benefits include:

- Allowing a property owner to construct an accessory dwelling unit that may also be rented in addition to a single-family dwelling unit rental on the same lot; and
- Increasing the number of rental dwelling units that may contribute to the availability of affordable housing options.

The potential drawbacks include:

- Creating an increased number of accessory dwelling units that may be utilized as vacation/short term rentals; and
- Having two separate rental units connected to one utility meter for each source (water, electric, gas, etc.).

It should be noted that accessory dwelling units shall be connected to one meter for each utility that serves both units. This requirement is intended to minimize the cost of constructing the accessory dwelling unit since separate meter installation costs for each dwelling unit would not need to be paid. Therefore, the potential savings could allow the property owner to rent the accessory dwelling unit at a lower cost. For example, Water Services staff estimates the cost of installing a separate water meter for an accessory dwelling unit to be approximately \$13,000.

Having two separate rental units connected to one utility meter source may be a drawback because the property owner may require the renter of one of the dwelling units to pay the monthly utility cost and collect utility fees from the other dwelling unit renter. If the renter that contracts with the utility for the service fails to pay the utility provider, utility services may be disconnected. In that case, the other dwelling unit's renter that does not hold the utility contract will be left without utility service.

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. The work session also allows 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-21-00066 Updates to Zoning Code 2021 – Accessory Dwelling Unit and Accessory Structure Encroachments Requirements
2. Property Owner-Occupancy and Restrictive Covenant Provisions

Case No. PZ-21-00066 Updates to Zoning Code 2021 – Accessory Dwelling Unit and Accessory Structure Encroachments Requirements

Amendment for Adoption into the 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 strikethroughs 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 10-40.60 Specific to Uses:, 10-40.60.020 Accessory Structures, Subsection B. Approvals and Standards., paragraph 7, list d., as follows:

B. Approvals and Standards.

7. All other accessory structures shall comply with the property development standards of the property's zone, except as specified below:
- d. ~~Allowed~~ Encroachments into the required setbacks ~~in addition to Section 10-50.40.020.A nonhabitable structure (e.g., garage, workshop, carport, shed, greenhouse, etc.) may encroach into the property's required zone setbacks in accordance with Table 10-40.60.020.B.7.d.~~ **are allowed in accordance with Table 10-50.40.020.A.**

Section 2. Amend Title 10 Flagstaff Zoning Code, Division 10-40.60 Specific to Uses:, Section 10-40.60.020 Accessory Structures, Table 10-40.60.020.B.7.d., to delete the table, as follows:

Table 10-40.60.020.B.7.d.	
Allowed Accessory Structure Encroachments into Setbacks	
Yard of Encroachment	Minimum Setback
Rear yard abutting a public alley right of way or private alley tract:	0 feet.
Rear yard abutting another lot or parcel:	5 feet.
Interior side yard:	5 feet.

Table 10-40.60.020.B.7.d.	
Allowed Accessory Structure Encroachments into Setbacks	
Yard of Encroachment	Minimum Setback
Street-side yard:	No encroachment allowed.
Front yard:	No encroachment allowed.
Notes	
1. Refer to Section 10-50.50.030, Siting and Building Standards, regarding the locations and heights of walls and fences.	

Section 3. Amend Title 10 Flagstaff Zoning Code, Division 10-40.60 Specific to Uses:, Section 10-40.60.030 Accessory Dwelling Units (ADUs), Table 10-40.60.030.C., rows (5) through (17), as follows:

Table 10-40.60.030.C. Accessory Dwelling Unit Design, Development and Exceptions Standards		
(5) Building Form and Property Development Standards	(a)	<p>Setbacks. An ADU shall comply with the setback requirements of the property's zone and as allowed in (d) and 14 of this table.</p> <p>Setbacks.</p> <p>(i) A Detached ADU structure may be located in the rear and interior side setbacks, provided that the following are maintained:</p> <p>(i.1) Minimum rear setback abutting a public alley right-of-way or private alley tract: 0 feet.</p> <p>(i.2) Minimum rear setback abutting another lot or parcel: 5 feet.</p> <p>(i.3) Minimum interior side setback: 5 feet.</p> <p>(ii) An Attached or Interior ADU shall comply with the required setbacks of a lot's or parcel's zone.</p> <p>(iii) Alternative setbacks and placements are allowed in accordance with Section 10-40.60.030.D.</p>
	(b)	<p>(i) Detached ADU Encroachments. Only the encroachments in subsection (7) of Table 10-50.40.020.A. are allowed in the setbacks of subsection (5)(a)(i) of this Table. The other encroachments of Table 10-50.40.020.A. are not allowed as part of a Detached ADU.</p> <p>(ii) Attached and Interior Encroachments. The encroachment of Table 10-50.40.020.A. are allowed.</p> <p>(iii) A detached garage constructed prior to February 16, 2016 that is in the minimum setback(s) of subsection (5)(a)(i) of this Table or in the street side setback may be converted to an ADU or have an ADU above the garage as a second floor, provided that no exterior additions or an increase in building height is developed to accommodate the ADU.</p>

**Table 10-40.60.030.C.
Accessory Dwelling Unit Design, Development and Exceptions Standards**

(b) (c)	Building Height. The maximum height of an Attached and Detached ADU, measured in accordance with Section 10-50.30.030: 24 feet
(i)	Attached and Interior ADU: Maximum height allowed by the lot's or parcel's zone.
(ii)	Detached ADU within the required setbacks of a lot's or parcel's zone: 24 feet.
(iii)	Any portion of a Detached ADU that encroaches into the required setbacks of the property's zone: 16 feet.
(c) (d)	Lot Coverage. The lot coverage requirements of a property's zone shall:
(i)	Not apply to Attached and Detached ADU; and
(ii)	Apply to a dwelling unit containing an interior ADU.
(d)	Encroachment into setbacks.
(i)	The encroachments specified in Section 10-50.40.020 are allowed.
(ii)	The development of a Detached ADU on the second floor of a garage that was developed prior to February 16, 2016, and is in the required setback(s), shall be allowed, provided that no exterior additions or an increase in building height was developed to accommodate the ADU.

Section 4. Amend Title 10 Flagstaff Zoning Code, Division 10-50.40: Encroachments, Section 10-50.40.020 Encroachments into Minimum Required Setbacks, Table 10-50.40.020.A., as follows – including table format and shading:

Table 10-50.40.020.A.: Allowed Encroachments into Setbacks and Heights		
(1) Arbors, Awnings, Canopies, Court Yards, Decks, Patios, Pergolas, Porches, Stoops, Trellis, Hooded Entries, Carports and Balconies ^{1,2,3} Balconies		
	Standard	Maximum Encroachment in Setback
	Front, Rear, Street Side Setback (max.)	5 feet ^{1,2,3} 5 feet
	Interior Side Setback (max.)	3 feet ^{1,2,3} 3 feet
(2) Accessory Dwelling Units (ADUs) ¹ (ADUs)		
	See Section 10-40.60.030	
Accessory Buildings and Structures¹		
(3) Accessory Buildings and Structures, Excluding Walls and Fences		
	See Section 10-40.60.020	
	Standard	Minimum Setback from Property Line

Table 10-50.40.020.A.: Allowed Encroachments into Setbacks and Heights		
	Rear setback abutting a public alley right-of-way or private alley tract	0 feet
	Rear setback abutting another lot or parcel	5 feet ^{2,3}
	Interior side setback	5 feet ^{2,3}
	Street side setback	No encroachment allowed
	Front setback	No encroachment allowed
(4) Walls and Fences		
	Refer to Section 10-50.50.030, Siting and Building Standards, regarding the allowed locations of walls and fences.	
(5) Ground Mounted Solar Panels		
	Standard	Maximum Encroachment in Setback
	Front, Rear, Street Side Setback (max.)	5 feet
	Interior Side Setback (max.)	3 feet
(6) Open Stairways		
	Standard	Maximum Encroachment in Setback
	Rear and Exterior Side Setback	5 feet ^{2,3}
	Interior Side Setback	3 feet ^{2,3}
(7) Bay Windows, Open Eaves, Cornices, Fireplaces and Chimneys, and Window Sills		
	Standard	Maximum Encroachment in Setback
	All Setbacks (max.)	2 feet
End Notes:		
1. In no case shall the permitted encroachment exceed 50 percent of the required setback.		
2. Refer to applicable Building Code sections for permitted projections into setback areas and ensure that a 3' space is maintained between an open stairway and the property line.		
3. Refer to applicable Building Code sections for construction less than 5' from a property line.		

Property Owner Occupancy and Restrictive Covenant Provisions

Table 10-40.60.030.C. Accessory Dwelling Unit Design, Development and Exceptions Standards	
(12) Required Occupancy	(a) The property owner, which includes title holders and contract purchasers, shall occupy either the primary residence or the ADU as their principal residence. The residence or ADU that is not occupied by the property owner that is rented or leased shall be for a period of no less than 30 days.

10-40.60.030 Accessory Dwelling Units (ADUs)

E. Restrictive Covenant.

1. The property owner shall sign before a notary public a restrictive covenant that runs with the land on a form prepared by the City affirming that the property owner shall:
 - a. Occupy either the primary residence or the ADU; or
 - b. If the property owner rents or leases a property with both a primary residence and an ADU to a third party, then neither the primary residence nor the ADU shall be sub-leased.
2. The restrictive covenant shall be submitted to the City prior to the issuance of a building permit for the ADU. The City shall record the restrictive covenant after the building permit has been issued.