



# City of Flagstaff

September 21, 2018

Mr. Barrett O. Kirk  
McGrath Real Estate Partners  
950 Corbindale Road, Suite 300  
Houston, TX 77024

**RE: Notice of Decision** – PZ-17-00089-02 APRC Multi-Family & Retail Site Plan Approval

Dear Mr. Kirk:

As of the date of this correspondence, the City of Flagstaff Development Review Staff has approved, subject to the attached Conditions of Approval, Project No. PZ-17-00089-02 for the proposed construction of two 5-story multi-family buildings (238 units). This approval also includes a conceptual plan for two retail buildings as part of a horizontal mixed-use project located at 825 E Butler Ave. The Coconino County Assessor Parcel Numbers for the subject property are 104-03-005B and 104-13-002B.

Unless modified to comply with the Conditions of Approval, development of the project shall substantially conform to the approved plans as follows:

- Site Plan (Sheets CVR and SP01) and Grading, Drainage & Utility Plan (GD01) prepared by Shephard Wesnitzer, Inc. (SWI) dated September 2018.
- Conceptual Landscape Plan and Calculations prepared by Norris Design dated Sept. 6, 2018.
- Building Data, Floor Plans and Roof Plans prepared by Meeks Partners dated Aug. 23, 2018.
- Multi-Family Elevations including garage prepared by Meeks Partners dated Aug. 21, 2018.
- Conceptual Retail Elevations prepared by Vertical Design Studios dated 7/18/18 and 7/26/18.

The next step in the development process is Civil Improvement Plan (“Civil”) review. Prior to Civil submittal, please contact the Development Engineering Project Manager assigned to the project, Jeremy DeGeyter, to schedule a meeting to discuss application submittal requirements, the review process, and timing of reviews. Jeremy can be reached at (928) 213-2706 or via e-mail at [jdegeyter@flagstaffaz.gov](mailto:jdegeyter@flagstaffaz.gov).

For your information, alterations to your property may affect how your property taxes are calculated. To find out how your project may affect your property valuation for tax purposes, contact the Coconino County Assessor’s Office at (928) 679-7962 or in person at 110 E Cherry Ave, Flagstaff.

We look forward to working with you and your development team through Civil Improvement Plan review, Building Permit review, construction, and completion of the approved project. Should you have any questions, comments, or concerns, please do not hesitate to contact me.

Sincerely,

**Elaine Averitt**

Elaine Averitt, Planning Development Manager

City of Flagstaff, Current Planning Section  
P. 928-213-2616 / [eaveritt@flagstaffaz.gov](mailto:eaveritt@flagstaffaz.gov)  
Attachment: Conditions of Approval