

PLANNING & DEVELOPMENT SERVICES REPORT

PRELIMINARY PLAT: Pine Canyon Club Condos

PZ-18-00168-01

DATE: June 19, 2019
MEETING DATE: June 26, 2019
REPORT BY: Genevieve Pearthree

REQUEST:

TLC PC Golf LLC requests preliminary plat approval for Club Cabin Condominiums at the Estates at Pine Canyon Unit 1—a 4-unit residential condominium subdivision at 3000 S. Clubhouse Circle. The condominium plat is on the 10.88-acre Tract K of the Estates at Pine Canyon Unit 1 subdivision in the R1 (Single-Family Residential) Zone.

STAFF RECOMMENDATION:

Staff recommends the Planning and Zoning Commission forward the preliminary plat to the City Council with a recommendation for approval.

PRESENT LAND USE:

Tract K consists of the Pine Canyon Clubhouse, Camp Pine Canyon, tennis courts, and a parking lot. Two (2) of the four (4) proposed Club Cabins have already been built.

PROPOSED LAND USE:

The Club Cabin Condominiums at the Estates at Pine Canyon Unit 1 is residential condominium subdivision development that consists of four (4) condominium dwelling units located on 10.88-acres.

NEIGHBORHOOD DEVELOPMENT:

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

REQUIRED FINDINGS:

The Planning and Zoning Commission shall find the proposed preliminary plat meets the requirements of the City Code Title 10, Flagstaff Zoning Code; City Code Title 11, General Plans and Subdivisions; and City Code Title 13, Engineering Design Standards and Specifications. The site plan for the project was approved in 2016. Civil plans for the original Estates at Pine Canyon Subdivision (including Tract K) were approved in the 2004.

STAFF REVIEW:

Introduction

On February 8, 2016 the Inter-Division Staff approved a site plan for four (4) new 2,808 sq. ft., detached residential units (PZ-15-00111-01) on Tract K of the Estates at Pine Canyon Unit 1 subdivision plat. In June 2016 and February 2017, the applicant received commercial building permits to construct the first two (2) Club Cabins.

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

ZONING REQUIREMENTS

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

Front:	15' min.; 25' min. for parking	Provided (min.): Greater than 25'
Side, Exterior	20' min.	Provided (min.): Greater than 20'
Side, Interior	8' min.	Provided: (min.): Greater than 8'
Rear:	25' min.	Provided (min.): 23' ¹

¹The applicant was granted a Minor Modification to Development Standards in May 2016 to permit a 2-foot encroachment into the rear setback to protect tree resources.

Type of Plat

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

Once the plat is complete, the Pine Canyon Club will own and maintain the units per the original requirements of Tract K in the Pine Canyon Estates Unit 1 subdivision plat. Further, the use of the units is limited to current and prospective Pine Canyon Club members. In contrast to a typical condominium plat (in which a buyer of a unit receives a recordable deed to the individual unit purchased, including the right to sell, mortgage, etc., that unit and sharing in joint ownership of any common grounds, parking areas and access), the use and

ownership of these condominiums will be governed by the Use and Ownership Restrictions – Plat and CC&R Provisions stated on the plat cover page:

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

Parking

Parking access is from several surface lots north of the Club Cabins. These lots are also used for Clubhouse and associated activities. The Club Cabins require nine (9) parking spaces: four (4) cabins at 2.25 spaces per 2+ bedroom unit. The existing parking lots provide 172 spaces, which is far greater than the 138 spaces required to support the Clubhouse and Camp Pine Canyon (34,545 sq. ft. at one [1] space required per 250 sq. ft.). Therefore, there is more than enough parking to satisfy the Club Cabin parking needs.

Landscaping

The applicant submitted and received approval for a landscaping plan as part of the site plan for the Pine Canyon Club Cabins. Landscaping requirements for 76 trees (and associated shrubs and groundcover) are met through existing and new vegetation.

Natural Resources

The subject property is in a Resource Protection Overlay Zone, and Tract K is reserved for natural resource protection. A Natural Resources Protection Plan was included as part of the 2016 site plan approval of the Pine Canyon Club Cabins. However, no trees are proposed to be removed, nor are steep slopes proposed to be disturbed, for the construction of the Club Cabins. They are located on the existing practice putting green—an area that was already disturbed as part of the construction of the original Estates at Pine Canyon Unit 1 subdivision. Further, a Minor Modification to Development Standards was approved in May 2016 to Unit 1 and Unit to encroach into the rear setback for the purpose of saving resource trees.

SYSTEMS ANALYSIS:Access and Traffic

The subject property is south of J.W. Powell Blvd. at the intersection with Clubhouse Circle. Pedestrians and vehicles can access the site at the Pine Canyon entrance on J.W. Powell. A Transportation Impact Analysis (TIA) was not required because the project is categorized as a "very small development." These developments are often exempted from TIAs at the discretion of City Engineer per Title 13-05-002-0003 of City of Flagstaff (CoF) City Code. The Pine Canyon Club will maintain the parking spaces, sidewalks, and associated infrastructure.

Water and Wastewater

The Club Cabins require the installation of four (4) new water meters (one per unit), in addition to the reconfiguration of a 6" private sewer line for waste water disposal. Dry utilities have been installed from the existing line to service the cabins. A Water and Sewer Impact Analysis was not required because the peak hour demand will be less than the equivalent flow of ten (10) single-family dwelling units, per Titles 13-05-002-0001 and 13-05-002-0002 of the CoF City Code. The Pine Canyon Club will be responsible for maintaining water and sewer service.

Stormwater

As part of the site plan application Stormwater reviewed and approved a drainage report to analyze the potential for damage to adjacent properties and downstream drainage capacity. As part of preliminary plat application, the applicant was required to provide drainage documentation clarifying conformance with the previous drainage plan for Tract K. The applicant was also required to provide impervious surface calculations, which are very small compared to the size of Tract K. A Stormwater requirement for the final plat is for the applicant to add a special note per SMDM Section 9.1(j), Final Plats; Covenants, Conditions, and Restrictions (CC&R's); and/or Development, stating that (1) the owner(s) shall be solely responsible for the operation, maintenance, and liability for all detention facilities; and, (2) the City of Flagstaff may periodically inspect said detention facilities to verify that regular maintenance activities are being performed adequately.

RECOMMENDATION:

Staff recommends the Planning and Zoning Commission forward the Preliminary Plat to the City Council with a recommendation for approval.

ATTACHMENTS:

- Application
- Preliminary Plat with Natural Resource Protection Plan (3 sheets, 24 x 36")