



Minutes-Draft
City of Flagstaff
PLANNING & ZONING COMMISSION
4:00 PM– Wednesday, June 26, 2019

City Hall Council Chambers, 211 W Aspen



In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Tammy Bishop at (928) 213-2611 (or 774-5281 TDD). Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Planning and Zoning Commission and to the general public that, at this meeting, the Planning and Zoning Commission may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the City's attorneys for legal advice on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).

CALL TO ORDER-The meeting was called to order at 4:02 p.m. by Chairman Wheeler

COMMISSION MEMBERS: Margo Wheeler, Chairman
Dr. Alex Martinez
Marie Jones
Eric Nolan

Absent Excused: David Zimmerman-Vice Chairman
Kyle Anticevich

CITY STAFF: Tiffany Antol, Staff Liaison
Genevieve Pearthree, Associate Planner
Daniel Symer, Zoning Code Manager
Becky Cardiff, Recording Secretary

I. GENERAL BUSINESS

A. 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.)

None

B. APPROVAL OF MINUTES

- 1) Special meeting of June 12, 2019.

Motion to approve the minutes from the regular meeting of June 12, 2019 as submitted.

Moved by Commissioner Nolan **Seconded by** Commissioner Jones Motion carried unanimously.

II. PUBLIC HEARING

A. ZONING CODE TEXT AMENDMENT

For a Zoning Code Text Amendment (Case No.: PZ-19-00094) to amend the Flagstaff Zoning Code (Ordinance No. 2011-20) for the purpose of modifying chapters, divisions, and sections of Title 10 Flagstaff Zoning Code, including the sections of Division 10-20.30: Common Procedures, Division 10-20.40: Permits and Approvals, Division 10-30.60: Site Planning Design Standards, Division 10-40.30: Non-Transect Zones, Division 10-40.40: Transect Zones, Division 10-40.60: Specific to Uses, Division: 10-50.30 Building Height, Division: 10-50.40 Encroachments, Division 10-50.50: Fences and Screening, Division: 10-50.60 Landscaping Standards, Division 10-50.100: Sign Standards, Division 10-50.90: Resource Protection Standards, and Division 10-80.20: Definition of Specialized Terms, Phrases, and Building Functions, to resolve conflicts, incorporating technical corrections and clarity, and to add new, and modify existing, requirements, provisions, and definitions.

Staff Recommendation: 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.

Staff: Dan Symer, Zoning Code Manager

Mr. Symer gave a PowerPoint presentation on the proposed zoning code text amendments and answered questions from Commissioners.

Discussion was held on the proposed amendments

Motion to send to City Council for approval PZ-19-00094 Zoning Text Amendments in accordance with the findings as presented by staff

Moved by Commissioner Jones **Seconded by** Commissioner Nolan Motion carried unanimously.

III. OTHER BUSINESS

A. PINE CANYON CLUB CONDOS

Address:	3000 S. Clubhouse Circle
Assessor's Parcel Number:	105-10-167
Property Owner:	TLC PC Golf, LLC
Applicant:	TLC PC Golf, LLC
Application Number:	PZ-18-00168-01
City Staff:	Genevieve Pearthree
Action Sought:	Preliminary Plat

TLC, PC 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.

Recommended Action: Staff recommends the Planning & Zoning Commission forward the Preliminary Plat request to the City Council with a recommendation for approval subject to the findings presented in the Staff Report.

Ms. Pearthree gave a PowerPoint presentation on the proposed preliminary plat and answered questions from Commissioners.

Peter Burger, Symmetry Companies, answered questions about the purpose of the condominium plat

Ms. Antol was present and answered questions from Commissioners

Motion to send to City Council for approval PZ-18-00168-01 Preliminary Plat in accordance with the findings and conditions as presented by staff

Moved by Commissioner Martinez **Seconded by** Commissioner Jones Motion carried unanimously.

IV. WORKSESSION

Request for a work session with the Planning and Zoning Commission to discuss the City's request to amend the zoning code to resolving conflicts, incorporating technical corrections and clarity, add and modify definitions, and to add, delete and modify the codes requirements pertaining to accessory dwelling units and mixed-use developments. The proposed amendments affect, but are not limited to, the provisions of the codes: administration and procedures; non-transect zones; resource protection standards; specific to uses; accessory buildings, structures and uses; and definitions.

Staff: Dan Symer, Zoning Code Manager

Mr. Symer gave a PowerPoint presentation on the proposed zoning code text amendments and answered questions from Commissioners.

Public Comment

David Carpenter, resident, discussed concerns about the mixed use portion of the proposed amendments

Joe Galli, speaking on behalf of the Greater Flagstaff Chamber, expressed concerns about the extreme changes of the proposed amendments

Ms. Antol answered questions from Commissioners

V. MISCELLANEOUS ITEMS TO/FROM COMMISSION MEMBERS

Ms. Antol gave an update on future meetings

ADJOURNMENT

Adjourned at 6:08 p.m.