



City of Flagstaff  
Community Development  
Concept Plan Review Comments

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**Project Name:** Connect to City Sewer  
**Project No.:** PZ-21-00172-01  
**Project Address:** 221 S. Dunnam St.

**Date:** October 8, 2021

**Application Type:** Concept Plan  
**Review Type:** Substantive  
**Review Number:** 1

**Project Manager:** Genevieve Pearthree  
**E-mail:** [gpearthree@flagstaffaz.gov](mailto:gpearthree@flagstaffaz.gov)  
**Phone:** 928-213-2603

**Status of Review:** Complete with Conditions

The City of Flagstaff Inter-Division Staff (IDS) reviewed and accepted this Concept Plan application with the conditions and comments listed below. Please see the comments below for next steps.

**Project Summary**

The applicant requests an out of city sewer connection for the property at 221 S Dunnam St. The property is part of a larger county island surrounded entirely by the City of Flagstaff. The applicant intends to abandon the septic system and connect to the 8-inch city sewer line located on City of Flagstaff property (APN 112-49-122A) to the west. This request includes two adjacent parcels: the primary 0.16-acre parcel (APN 112-03-018) contains a single-family home with the existing septic system; the secondary 0.01-acre parcel (APN 112-49-122H) sits between the primary parcel and the sewer line on City of Flagstaff property. Out of city sewer service requests are required to be accompanied by a pre-annexation agreement, which must be approved by City Council (the pre-annexation agreement must include both parcels). Prior to the City Council hearing, the Water Commission hears out of city service requests and makes a recommendation to City Council for approval or denial.

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**CONDITIONS/COMMENTS:**

**Current Planning:**

First Review, **Approved with Conditions**, 10/8/21  
Genevieve Pearthree, Senior Planner

**Conditions of Approval**

1. Staff approval of this application is contingent City Council approval of the Pre-Annexation Agreement.
2. Staff will draft a Pre-Annexation Agreement if the Water Commission recommends approval of the request. Once the agreement is complete, it will be reviewed and initialed by the applicant. The appropriate final signatures and recording of the Resolution and Agreement will follow final Council approval.
3. A valid legal description of the area subject to the pre-annexation agreement (APN 112-03-018 and APN 112-49-122H) will need to be attached to the City Council Resolution approving the Pre-Annexation Agreement. If the applicant does not have a valid legal description of this area, the property will need to be surveyed by a Registered Land Surveyor in the State of Arizona. The valid legal description will need to be provided to City Staff



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no later than three (3) weeks in advance of the scheduled City Council hearing.

### General Comments

1. The County zoning designation for this property is RS-6,000.

### Future Submittal Requirements/Process

1. Water Commission Hearing – tentatively scheduled for Thursday, October 21st at 4pm
2. City Council Hearing – Staff will work with the applicant to select the City Council date
3. Permits from Coconino County for work on the applicant's property
4. Right of Way Permit from the City of Flagstaff (for work on City of Flagstaff property to connect to the sewer line)

### **Building & Safety:**

First Review, **Approved with Conditions**, 8/12/21

Victoria St. Clair, Building Plans Examiner

### Conditions of Approval

- 1) Because the parcel is located in a county island - Coconino County is authority having jurisdiction (AHJ); any permits, where required shall be obtained from Coconino County. Examples include but not limited to new sewer yard line(s), grinder pump installation and associated electrical, abandonment or removal of existing septic tank and lines etc.

### General Comments

- 1) None

### Future Submittal Requirements

- 1) None

### **Engineering:**

First Review, **Approved with Conditions**, 8/13/21

Dave Millis, Development Engineering Project Manager

### Conditions of Approval

1. Pump/lift station shown on plans must result in gravity (not pressure) flow where it exits the subject property all the way to the City Main.
2. Verify all property rights and easements exist between the sewer main and property boundary to the subject parcel, there is a narrow strip of private land and also a City-owned parcel.
3. Right of Way permit required for that portion of the work within the Sewer Main PUE.
4. All on-lot plumbing/yard line work permitting under jurisdiction of Coconino County.

### General Comments

1. None

### Future Submittal Requirements



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1. None

**Water Services:**

First Review, **Approved with Conditions**, 8/4/21

Jim Davis, Water Services Plan Reviewer

Conditions of Approval

1. The new private sewer service connection to the existing sewer main must be a gravity service, no private pressure sewer services are allowed.

General Comments

1. None

Future Submittal Requirements

1. None

**Heritage Preservation:**

First Review, **Approved**, 8/5/21

Mark Reavis, Neighborhood Planner/Heritage Preservation Officer

Conditions of Approval

1. None

General Comments

1. No impacts or Heritage Preservation concerns.

Future Submittal Requirements

1. None

**Fire Prevention:**

First Review, **Approved**, 8/12/21

Chris Jack, Fire Inspector

**Public Works:**

First Review, **Approved**, 8/16/21

Scott Overton, Streets Section Director—Public Works

**Stormwater:**

First Review, **Approved**, 8/11/21

Douglas Slover, Project Manager

**Traffic:**

First Review, **Approved**, 8/12/21

Reid Miller, Traffic Engineering Project Manager



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**Housing:**

First Review, **Approved**, 8/3/21

Jennifer Mikelson, Housing Analyst

**Parks:**

First Review, **Approved**, 8/9/21

Amy Hagin, Parks Manager

**Sustainability:**

First Review, **Approved**, 8/18/21

Jenny Niemann, Climate and Energy Specialist

**Multimodal:**

First Review, **Approved**, 8/19/21

Martin Ince, Project Manager