

WORK SESSION AGENDA

CITY COUNCIL WORK SESSION
TUESDAY
DECEMBER 14, 2021

COUNCIL CHAMBERS
211 WEST ASPEN AVENUE
3:00 P.M.

All City Council Meetings are live streamed on the city's website
(<https://www.flagstaff.az.gov/1461/Streaming-City-Council-Meetings>)

PUBLIC COMMENT

Verbal public comments may be given through a virtual public comment platform or in-person

If you want to provide a verbal comment during the Council Meeting, use the link below to join the virtual public comment room.

VIRTUAL PUBLIC COMMENT WAITING ROOM

Written comments may be submitted to publiccomment@flagstaffaz.gov. All comments submitted via email will be considered written comments and will be documented into the record as such.

AGENDA

1. Call to Order

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the City Council and to the general public that, at this work session, the City Council 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).

2. ROLL CALL

NOTE: One or more Councilmembers may be in attendance through other technological means.

MAYOR DEASY
VICE MAYOR DAGGETT
COUNCILMEMBER ASLAN
COUNCILMEMBER MCCARTHY

COUNCILMEMBER SALAS
COUNCILMEMBER SHIMONI
COUNCILMEMBER SWEET

3. Pledge of Allegiance, Mission Statement, and Land Acknowledgement

MISSION STATEMENT

The mission of the City of Flagstaff is to protect and enhance the quality of life for all.

LAND ACKNOWLEDGEMENT

The Flagstaff City Council humbly acknowledges the ancestral homelands of this area's Indigenous nations and original stewards. These lands, still inhabited by Native descendants, border mountains sacred to Indigenous peoples. We honor them, their legacies, their traditions, and their continued contributions. We celebrate their past, present, and future generations who will forever know this place as home.

4. Public Participation

Public Participation enables the public to address the council about items that are not on the prepared agenda. Public Participation appears on the agenda twice, at the beginning and at the end of the work session. You may speak at one or the other, but not both. Anyone wishing to comment at the meeting is asked to fill out a speaker card and submit it to the recording clerk. When the item comes up on the agenda, your name will be called. You may address the Council up to three times throughout the meeting, including comments made during Public Participation. Please limit your remarks to three minutes per item to allow everyone to have an opportunity to speak. At the discretion of the Chair, ten or more persons present at the meeting and wishing to speak may appoint a representative who may have no more than fifteen minutes to speak.

5. Flagstaff Pulliam Airport Parking Lot Beautification Project Design

Inform Council of the design for the new art piece at the Flagstaff Pulliam Airport, answer Council questions, provide opportunity for ideas for the art opening anticipated in Summer 2022.

6. Federal and State Legislative Priorities Update

Obtain feedback and input from Council on the 2022 draft state and federal legislative priorities.

7. Southside Character Overlay Zone - Citizen Petition

Discuss and provide direction to staff on a Citizen Petition to create a character overlay zone for a portion of the Southside Neighborhood.

8. Transportation Commission Findings regarding the recommended status of Woody Way

Determine the status of Woody Way between Presidio and Boulder Pointe.

Options include, but are not limited to:

- Close Woody Way
- Leave Woody Way Open
- Designate Woody Way One Way (Eastbound or Westbound)
- Prohibit Parking on both sides of Woody Way - currently, parking is allowed on the North side
- Install traffic-calming in the vicinity of Woody Way

9. Public Participation

10. Informational Items To/From Mayor, Council, and City Manager; future agenda item requests

11. 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 _____, at _____ a.m./p.m. in accordance with the statement filed by the City Council with the City Clerk.

Dated this _____ day of _____, 2021.

Stacy Saltzburg, MMC, City Clerk

CITY OF FLAGSTAFF STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Eliza Kretzmann, Beautification, Arts & Sciences Manager
Co-Submitter: Jana Weldon
Date: 12/03/2021
Meeting Date: 12/14/2021



TITLE:

Flagstaff Pulliam Airport Parking Lot Beautification Project Design

DESIRED OUTCOME:

Inform Council of the design for the new art piece at the Flagstaff Pulliam Airport, answer Council questions, provide opportunity for ideas for the art opening anticipated in Summer 2022.

EXECUTIVE SUMMARY:

The City issued an informal Request for Statement of Qualifications (RSOQ) to design the beautification elements for the new parking lot at the airport. The artist team of Pete Goldlust and Melanie Germond was selected, and the City entered into a design contract with this team. Design commenced January 2021 and the Beautification and Public Art Commission approved the Preliminary Art Concept in June 2021.

The original beautification project was to be included in the overall construction contract for the airport parking lot, and was budgeted for \$100,000. However, the art design process did not align with the parking lot project timeline. Therefore, the City is contracting for the beautification project separately, with a current design contract for the artists of \$15,000. The City will separately procure contracts for materials, fabrication, and installation of the project.

The artwork is entitled ***The Coconino Scroll*** and ***Footnotes***.

The Coconino Scroll is a highly ornamented decorative steel fence, composed of images that celebrate the history, environment, and culture of Flagstaff and its surroundings. The artwork places an emphasis on sharing surprising and little-known stories and representing the rich cultural diversity of the area. It both welcomes visitors and those returning home.

The piece includes 28 fence sections, each 9.5' wide and up to 7' high, totaling 266 linear feet of artwork. The work is to be situated along the Pulliam Drive walkway leading from the new parking lot to the terminal building. Placement will be ~2' away from the sidewalk, on its inside edge, away from traffic. Pedestrians will view the piece running alongside them as they walk between these two zones of the airport.

The fence artwork is constructed from laser-cut 3/16" weathering steel, which is durable and easy to maintain. With its familiar rust-colored oxidized patina, the piece will harmonize with the similar finish of

other FUTS fences and public structures of Flagstaff. Sturdy industrial stained glass accent elements embedded in the fence will add color and vibrancy to the design. These colored glass elements will refract sunlight in shifting ways, based on changing conditions throughout the day and season.

The fence is designed to mimic the familiar three-rail layout and proportions of Flagstaff's characteristic FUTS fences. As the pedestrian walks along the sidewalk, the regular horizontal lines of typical fence rails next to them gradually become wavy, fluid, and alive. Progressing along the piece, the fence morphs into a flowing, swirling river of imagery, undulating with animated stories of Flagstaff life.

The overall tone of the artwork is whimsical and light-hearted. Flagstaff stories are represented by symbolic or narrative vignettes, hidden gems within a larger landscape. These vignettes are suggested, but not necessarily explained directly within the fence imagery itself. The fence images function largely as playful visual riddles, intended to spark curiosity.

An accompanying series of 24 cast bronze plaque medallions, Footnotes, are embedded within the sidewalk adjacent to the fence. These provide brief background and informational text about some of the adjacent fence section's images and stories. Community stakeholders are currently vetting text.

Community groups, City Divisions and Commissions were informed or consulted about this project, including community members, the Beautification and Public Arts Commission, Discover Flagstaff, Indigenous staff and representatives, Lowell Observatory, Arizona Historical Society and City of Flagstaff Building Safety and Risk Management.

INFORMATION:

Goal CC.5: Support and promote art, science, and education resources for all to experience.

Goal LU.3. Continue to enhance the region's unique sense of place within the urban, suburban, and rural context.

Goal ED. 5: The Flagstaff Pulliam Airport will continue to serve the Northern Arizona region for air transportation, multimodal connectivity and business growth potential.

Policy ED.6.1 Support and promote the diversification and specialization of the tourism sector, with heritage, eco-, and adventure tourism.

COMMUNITY OUTREACH Council Goal: Enhance public transparency and accessibility.

Attachments: [Presentation](#)



Airport Parking: Art Design

Jana Weldon, Beautification, Arts and
Sciences Project Administrator





Agenda



Airport Parking: Artist Concept

- **Background: Project, Procurement Process, Artist Selection, and Community Focus Group Participation**
- **Artist Concept** Recommended by BPAC
- **Safety** Reviews
- **Response** and **Discussion**



Project Background

- A second parking lot
- Opportunities to **incorporate beautification and art motifs into the accompanying elements**: within or on the low walls and fencing surrounding the lot, light poles within the lot, bus stop, **the sidewalk and fencing connecting the pedestrians to the terminal.**
- Any material or artistic process proposed must withstand Flagstaff's climate without significant maintenance.
- While no themes were prescribed for the art concept, envisioned were designs appropriate for an airport that welcomes visitors to Flagstaff from all over the world and welcomes locals home.





Procurement Background

- Beautification Funding Source: Bed, Board and Beverage (BBB) tax funds
- Original Direction: 1) \$15,000 Artist Services Contract for Developed Design; 2) Artist to be hired as a sub under the Parking Lot Contract
- Design could not be completed in time for Parking Lot Contract Approval
- New Direction with Assent of Procurement: 1) Amend artist contract to provide fabrication and installation oversight; 2) do separate informal written bids for materials, fabrication, and installation, each under \$50,000



Artist Selection

Nine-member selection panel reviewed and scored four applications in an informal process led by Beautification Arts and Sciences staff.

- 2 Beautification and Public Art Commissioners
- Discover Flagstaff staff
- Current and Former Airport staff
- Economic Vitality staff
- Coordinator of Indigenous Initiatives staff
- An Engineer
- A graphic designer
- Nonprofit Arts Program Manager

Beautification and Public Art Commission reviewed work of selection panel and recommended acceptance to staff





Artist Selection: Past Work

Pete Goldlust & Melanie Germond









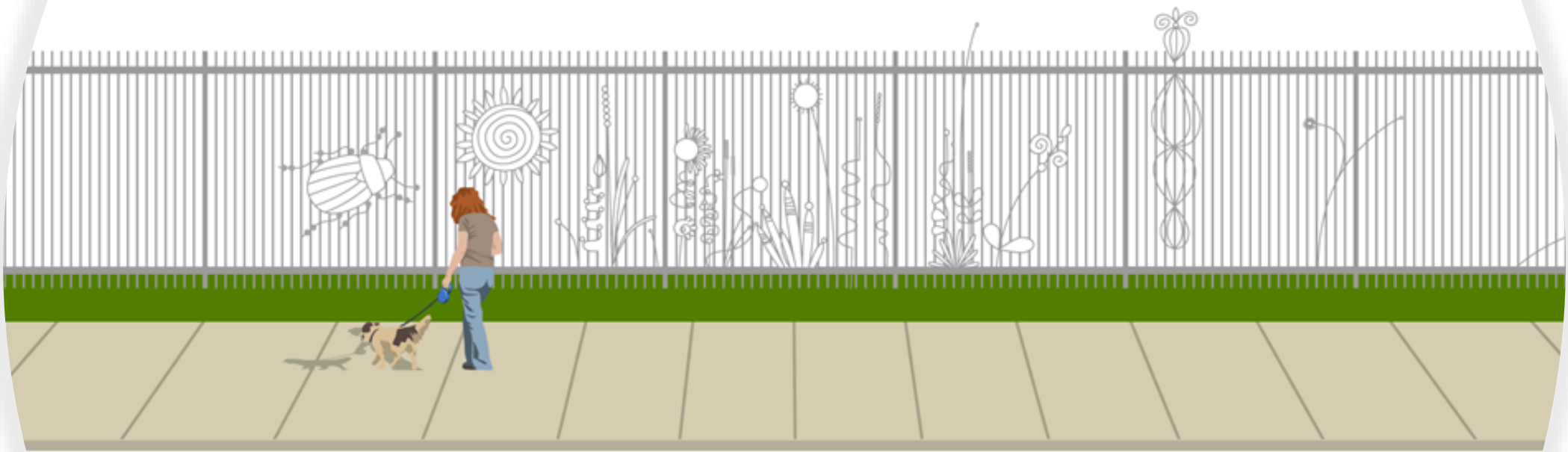
BAR & KITCHEN

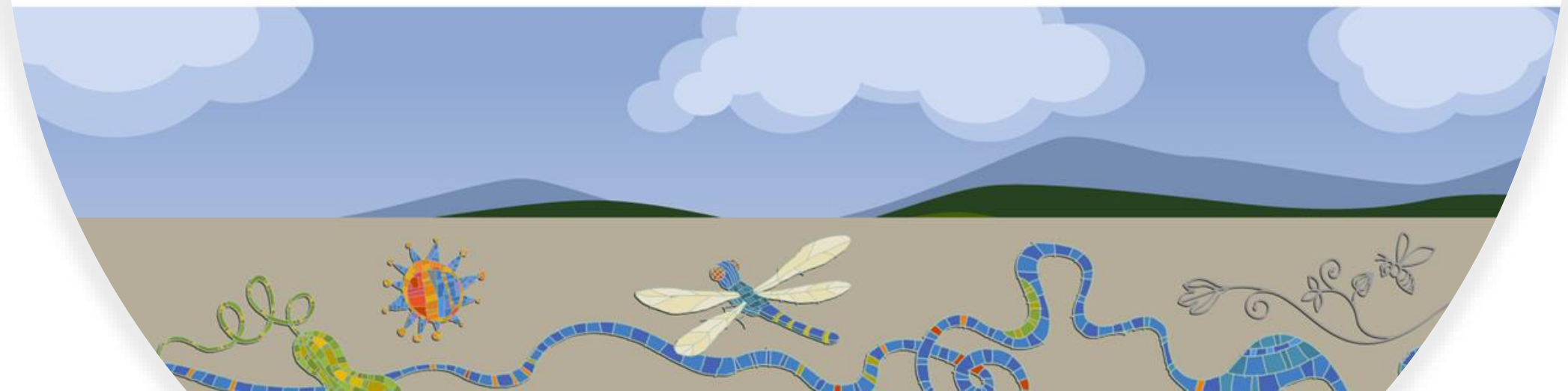
4th Ave | 7th/8th St

RURLY WENCH PUB

69











Community Focus Group Participation



Met in February to give input before design

When you pick up a visitor from the airport what are the top three places that you take your visitor to see in Flagstaff? Where else do you go in Northern, AZ?

What is your favorite aspect of history in Northern Arizona?

What is your favorite natural or geological site in Northern Arizona? Send images.

What if a unexpected discovery was made at the site of the airport. What would it possibly be? Describe it. Share an image that encapsulates it.

Share an adventure that you have with wildlife in the Flagstaff area. Send images of your favorite wildlife in the area.

What is your favorite strange or surprising, unexpected, oddball or little-known story about the Flagstaff area? This could be a fact or feature about the landscape, history, wildlife, culture, or contemporary life that may not be commonly known to the general public.

Imagine that you are making a film starting at the airport. What genre would it be? Check or submit up to three:

- Action/Adventure/Thriller
- Road Movie
- Romantic Comedy
- Buddies Film
- Historical Drama
- Romantic Drama
- Nature Documentary
- Western
- Experimental/Avant Garde

Sandra Lubarsky, Vice Chair BPAC

Kraig Weber, Commissioner BPAC

Heidi Hansen, Economic Vitality Director

Barney Helmick, Airport Director

Rose Toehe, Coordinator of Indigenous Initiatives

Creag Znetko, Community Investment Administrative Professional

Jennifer Schaber, Discover Flagstaff Creative Services Specialist

Sarah Smallwood Flagstaff Arts Council's Arts Programming Manager

James Madson, JM Design and Development owner/graphic designer

Rose Houk, Radio Show Contributor (Natural History & Archaeology)

Margaret Bevan, Pine Canyon Resident

Amy Hagin, Parks Manager

Kevin Schindler, Lowell Observatory Historian

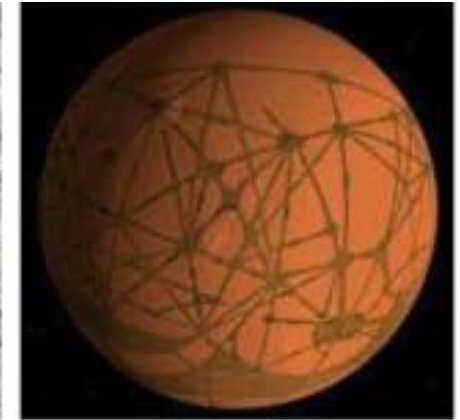
Alena Ohumakini, Graduate Student in Hospitality



Community Focus Group Participation



Inspirations



Natural Environment & the Fossil Record
Astronomical Exploration & the Lunar Legacy
Historic and Cultural Legacy
Travel & Activities





Community Focus Group Participation



Met in April to review initial ideas



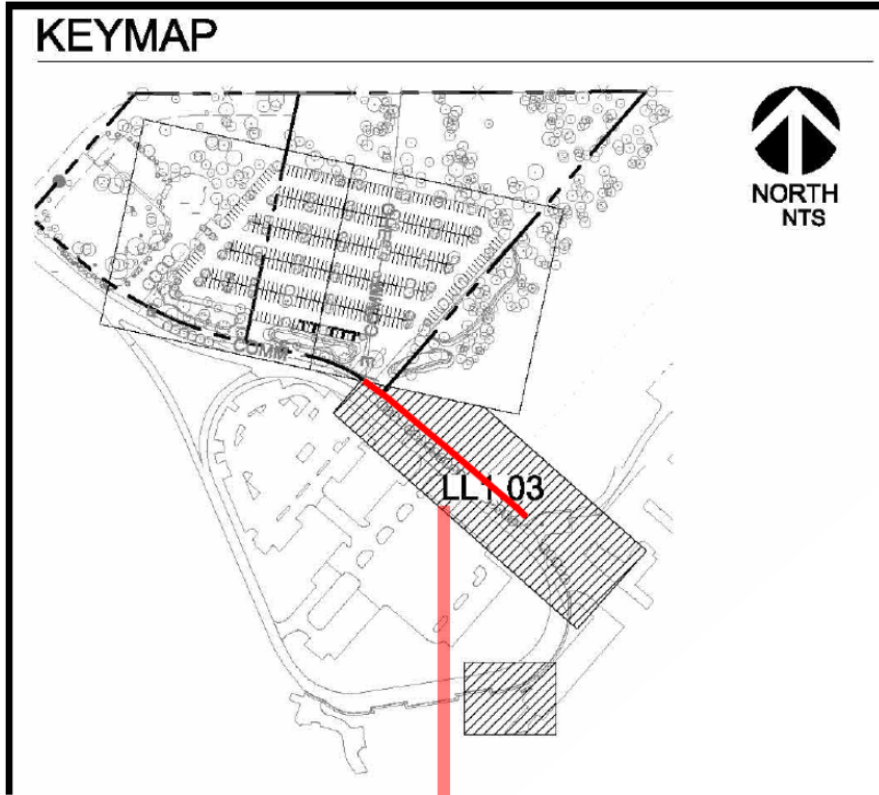
hope there is a way to incorporate **more native culture into the artwork.** *I love the ideas,* but like many others I do believe that **some of the designs are too cartoonish.** *I like the playfulness* but I think you can get that concept with *designs that are more realistic.* **NO Cactus.** Dinosaurs are fine, but **please incorporate bear, elk, squirrels, fox, and deer** to the drawings and to the footprints. **Add hiking....**astronaut could be more like an actual astronaut in a suit with a helmet. Less luggageshould have the **Route 66 shield in the design.** More pine and sunflowers –No hot air balloons. Add more birds..... **Native American culture needs to be added** – perhaps pottery, etc... Arts could be represented with musical notes, guitar? **Like the colors being added to the artwork – perhaps not too much,** but on the items that you have repeated, only color them once ***I like the playfulness and humor; however, I thought the pieces also needed more realism and respectful portrayal of forms or ideas of local indigenous people.*** I support the wide variety of references the artwork makes towards pieces of flagstaff's natural and cultural history. Similar to what was expressed in the focus group, I would suggest **more references to indigenous people's history through coordination with the city's Indigenous People's Coordinator.** This will help highlight that history while doing so in a respectful manner. ***Support indigenous patterns.*** Three main points: 1. ***Foreground the Flagstaff-centric features;*** background the cartoonish features. *I think it would be fun to search for the imaginary creatures amongst the other images but I would prefer that they are not the dominant feature.* 2. I love the ***artists' metal work on the face and on the floor of the library in Glendale.*** *It's playful but also lyrical and more organic... I'd like to see more of the lyrical and organic in the design* . 3. ***Like fence as a visual tapestry and complementing it with a walkway narrative. I love the insets in the walkway*** and I think the ***addition of color*** (perhaps to emphasize the imaginary creatures) in the fence would add interest to the fence design. I think **most of the imagery is great,** but would like to see **a raven...** Though dinosaur isn't rendered as literal, please note that famous Coelophysis quarry is at Ghost Ranch in New Mexico. **Alternative could be *Therizinosaur*** (cast at MNA), major discovery near Lake Powell. Perhaps **add a bicycle and backpack, and Native art graphic if appropriate.** Feels like **astronomy/lunar theme may be overemphasized** at expense of others.



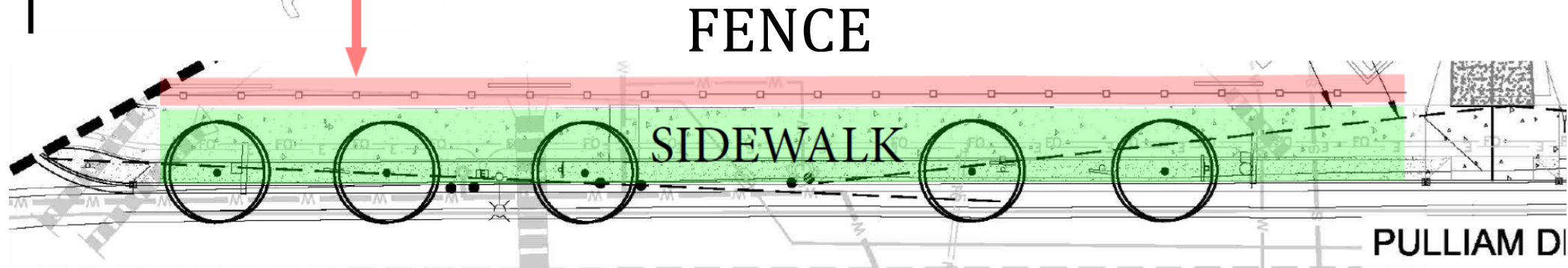
BPAC Recommended Art Concept

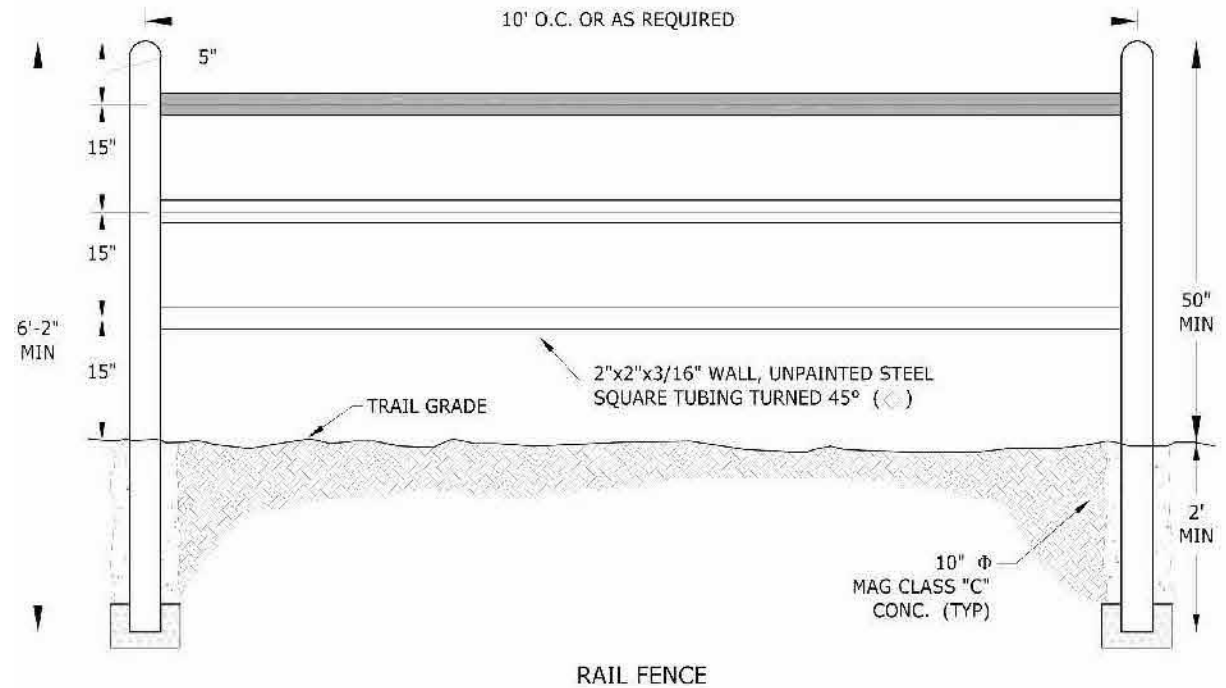
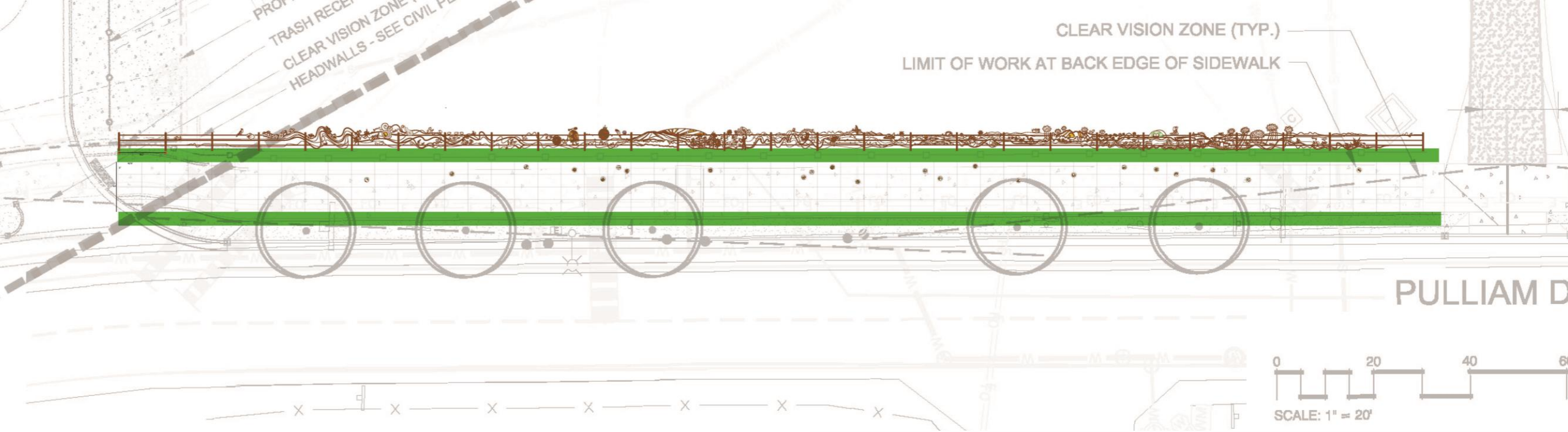


Location

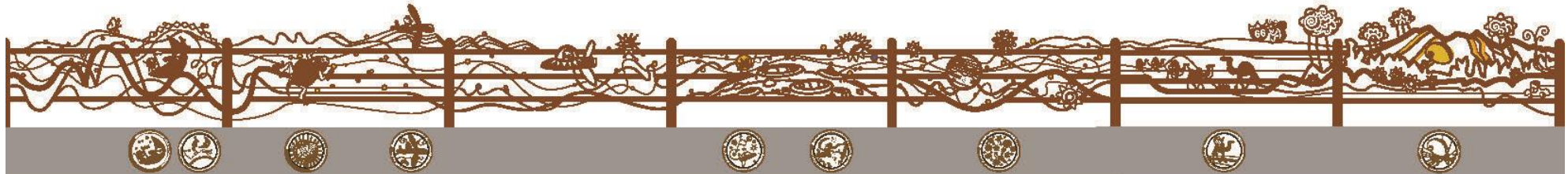
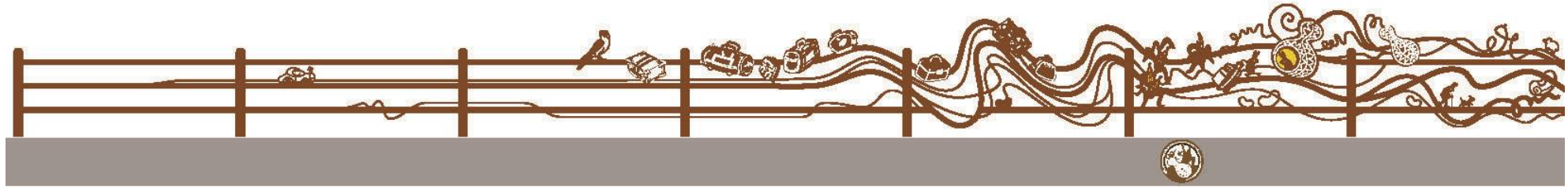


FUTS Fence Art Panels
+ Sidewalk "Footnotes"





FUTS FENCE

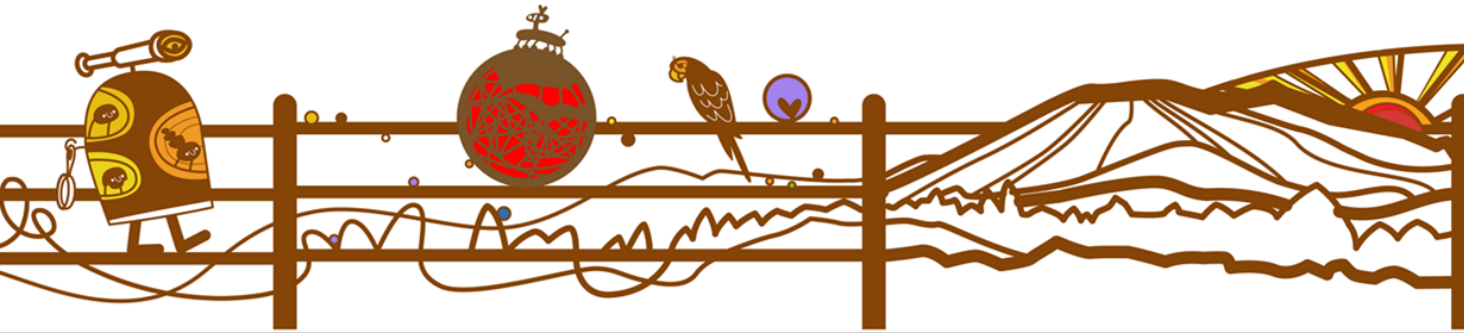




BPAC Recommended Art Concept

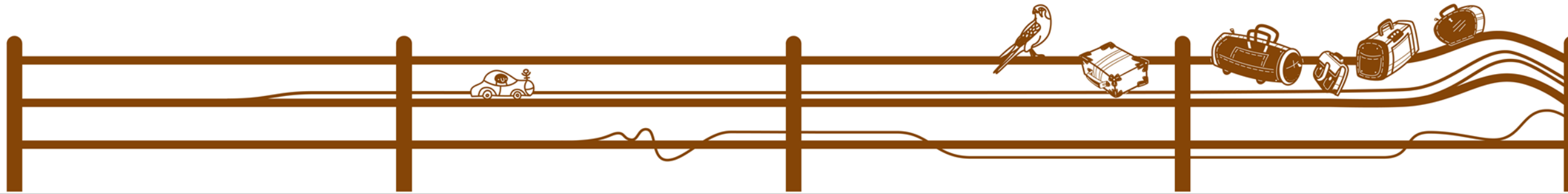


Industrial Glass for Color





BPAC Recommended Art Concept



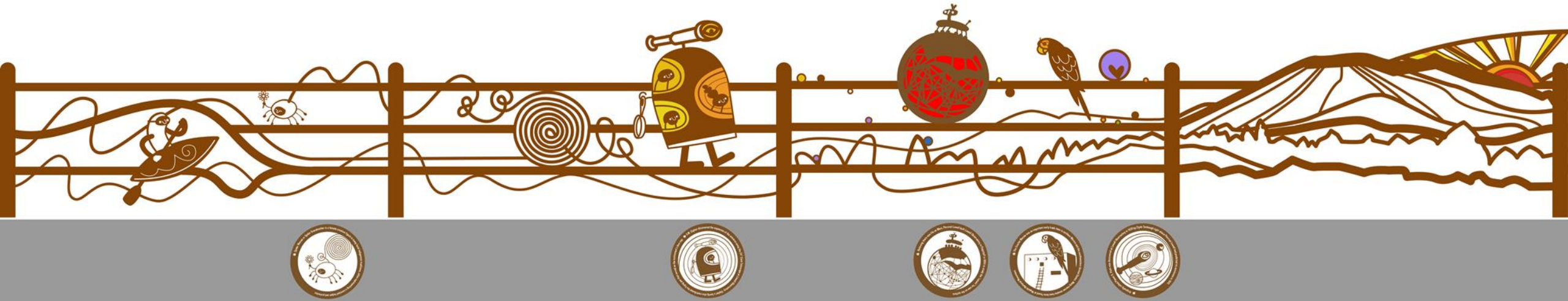


BPAC Recommended Art Concept





BPAC Recommended Art Concept



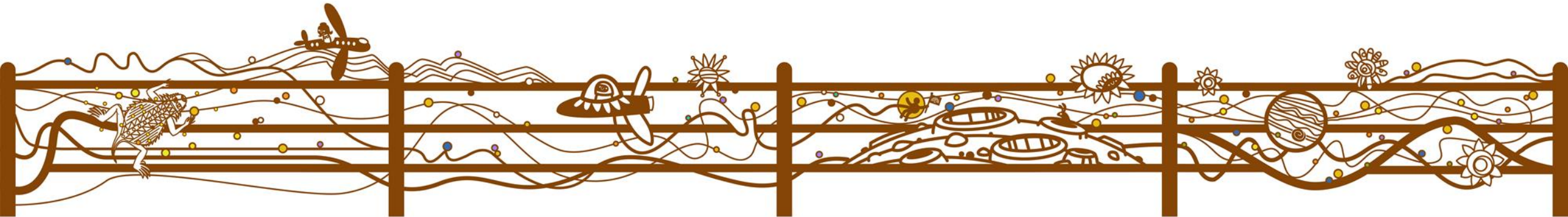


BPAC Recommended Art Concept



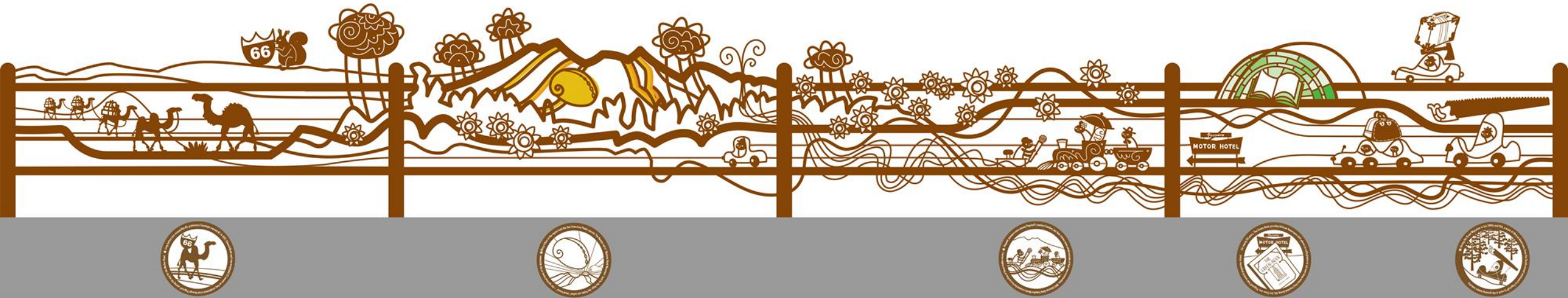


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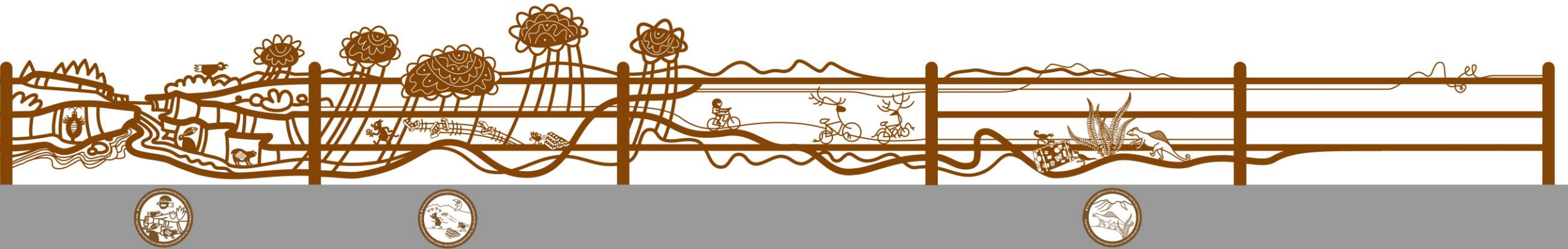


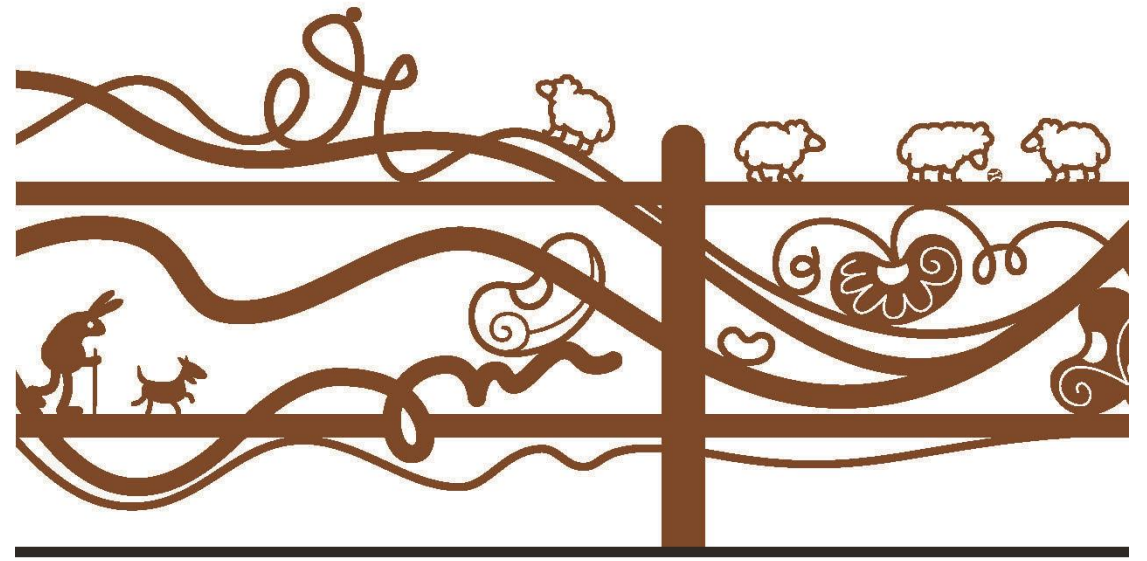
BPAC Recommended Art Concept





BPAC Recommended Art Concept

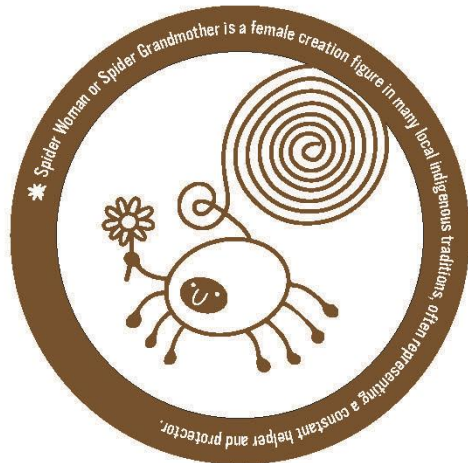
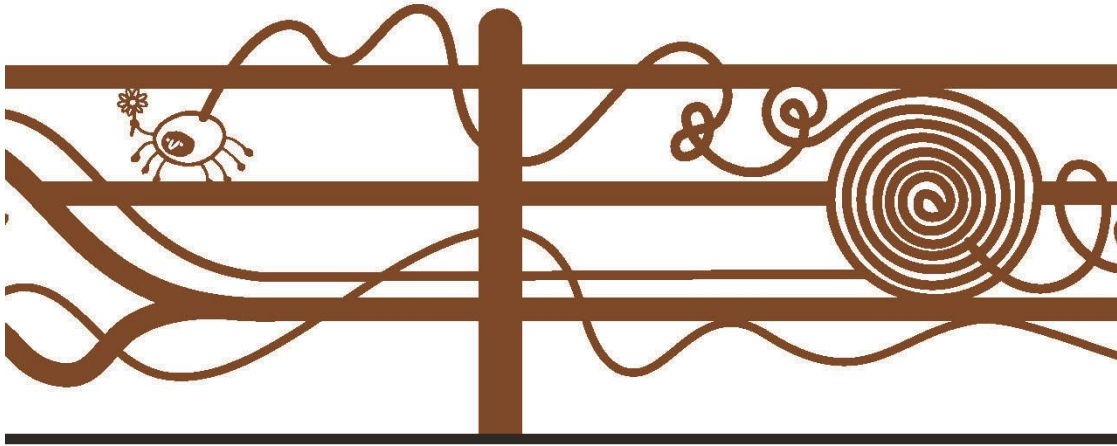




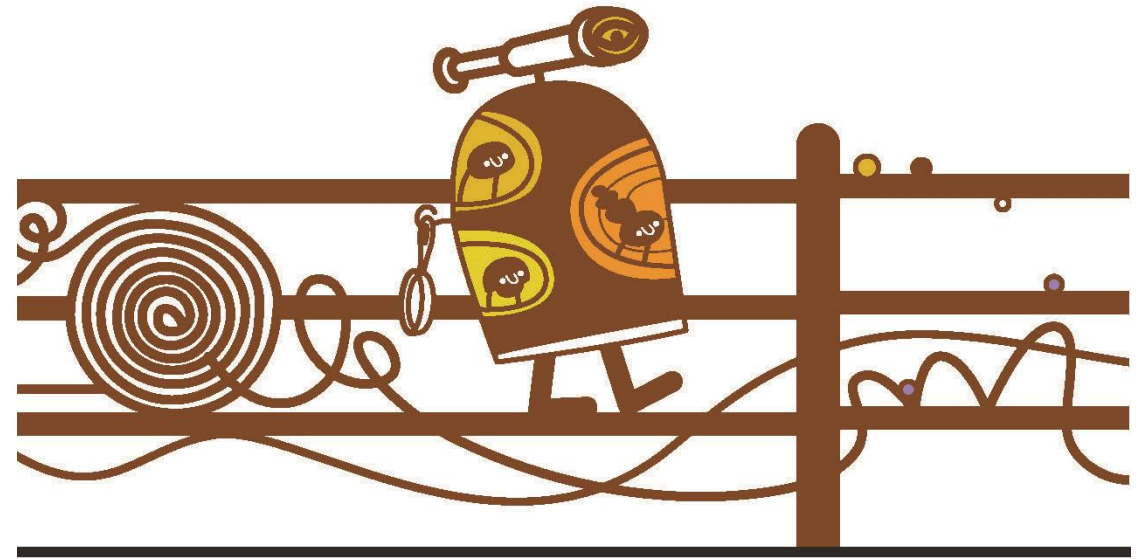
The original plant-based diet, The Three Sisters (corn, beans, and squash), is a form of companion planting known to local indigenous people for thousands of years.



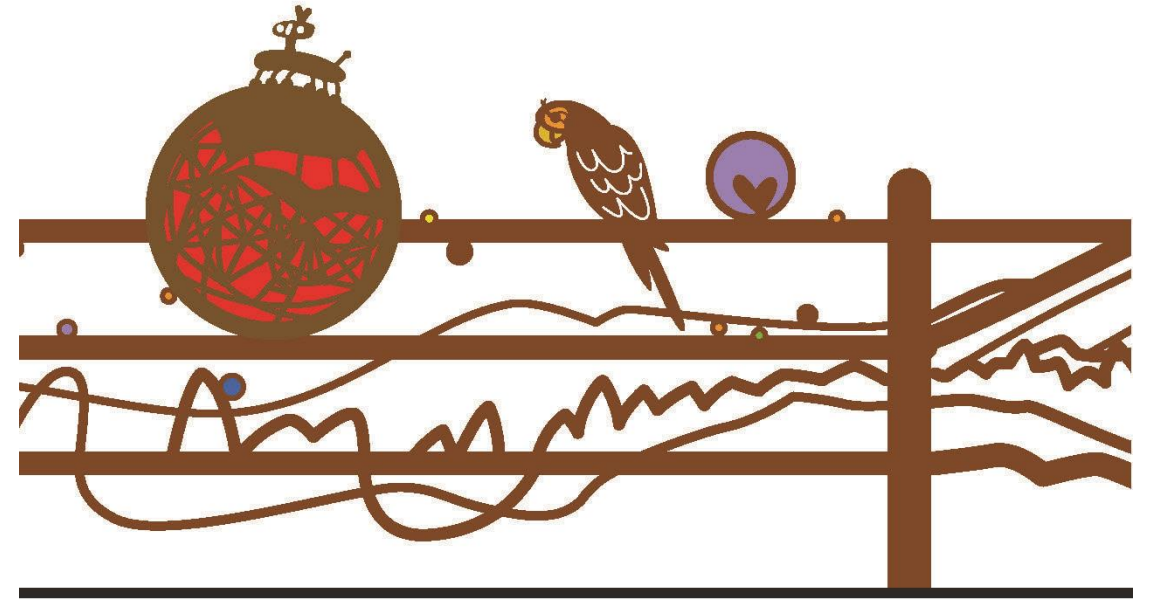
Basques came from Spain during the 1848 goldrush. After the boom was over, they turned to sheep herding and grazed their flocks in the mountains around Flagstaff, eventually settling there.



Spider Woman or Spider Grandmother is a female creation figure in many local indigenous traditions, often representing a constant helper and protector.



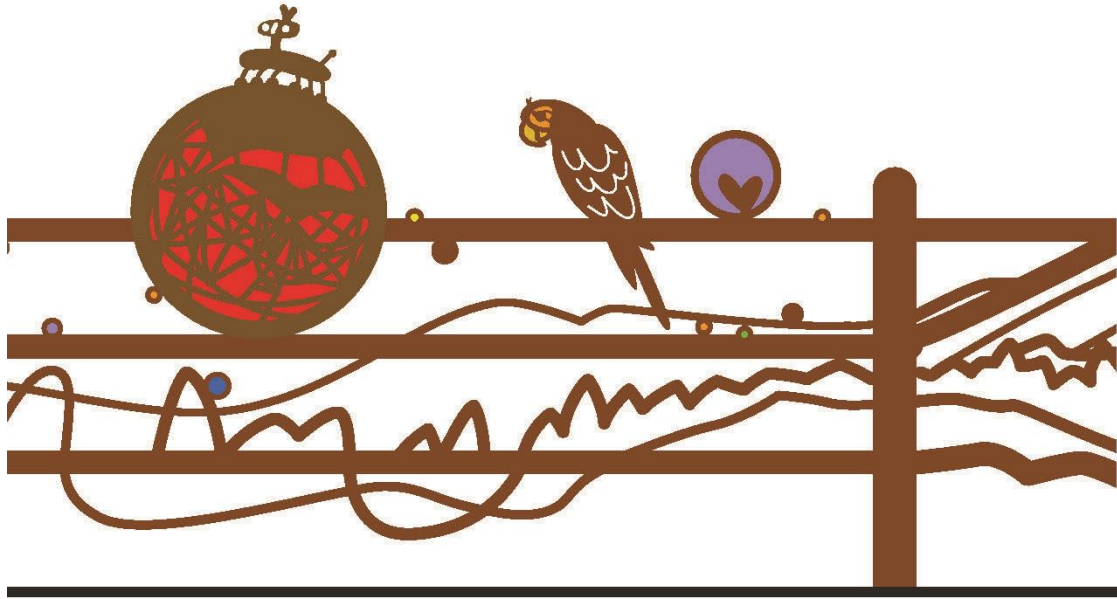
V.M. Slipher discovered the expansion of the universe using the 24" Clark Telescope at Lowell Observatory. Slipher's family also contributed the frying pan that served as the instrument's lens cap.



Believing there was life on Mars, Percival Lowell built Lowell Observatory in Flagstaff in 1894 to study the “canals” he saw on the surface.



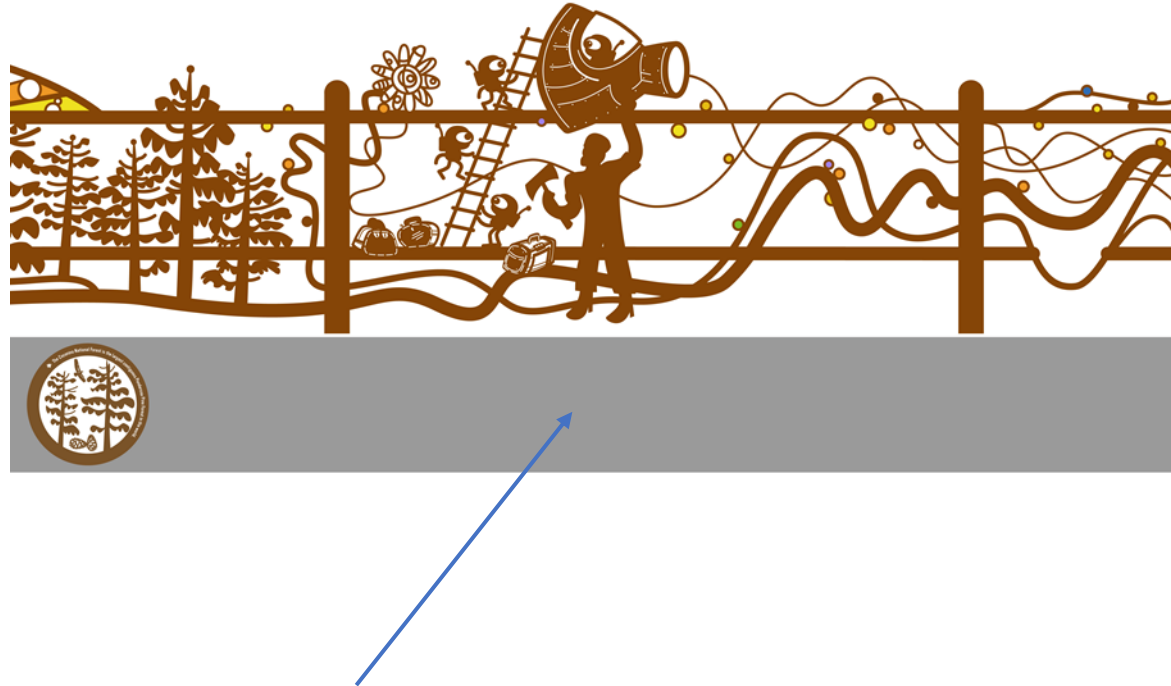
The Scarlet Macaw was an important early trade item in northern Mexico and the southwestern United States. Many macaw remains have been found at Wupatki National Monument.



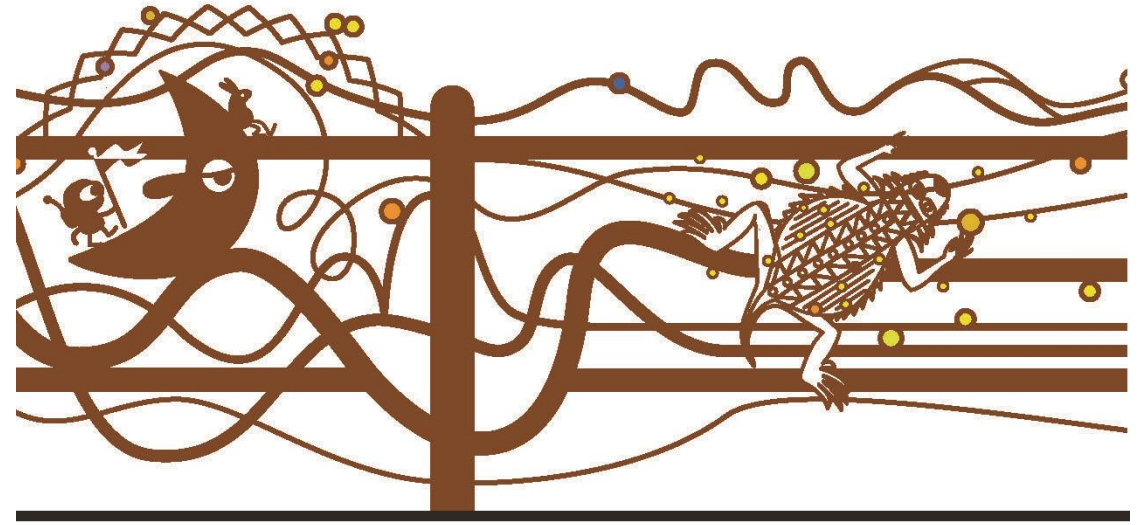
Originally called Planet X, Pluto was discovered at Lowell Observatory in 1930 by Clyde Tombaugh right where Percival Lowell had predicted its existence in 1915.



The Coconino National Forest is the largest contiguous Ponderosa Pine Forest in the world.



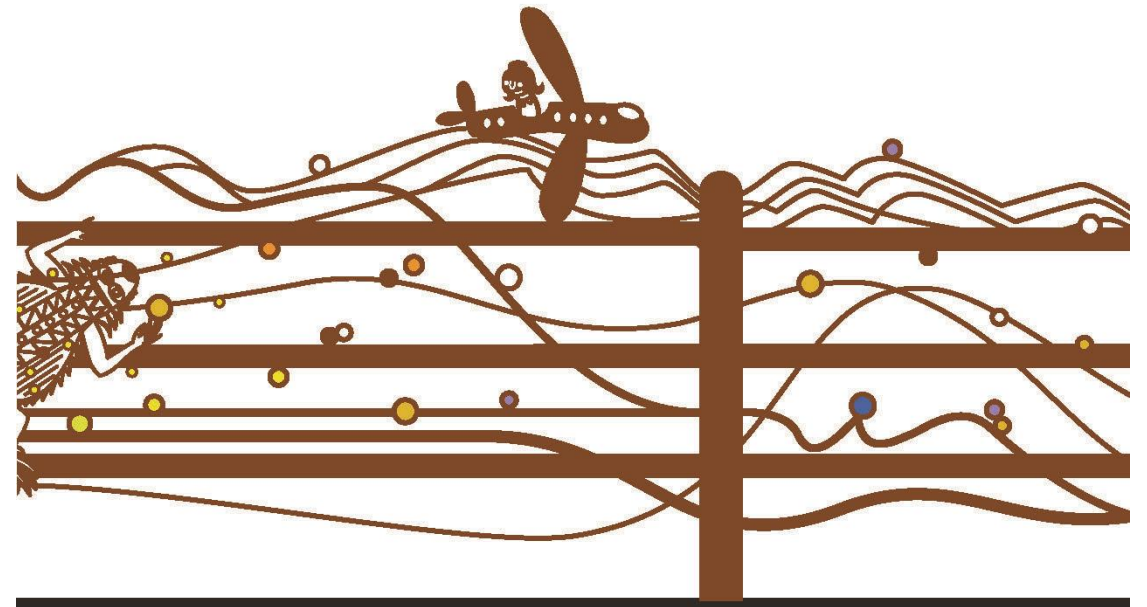
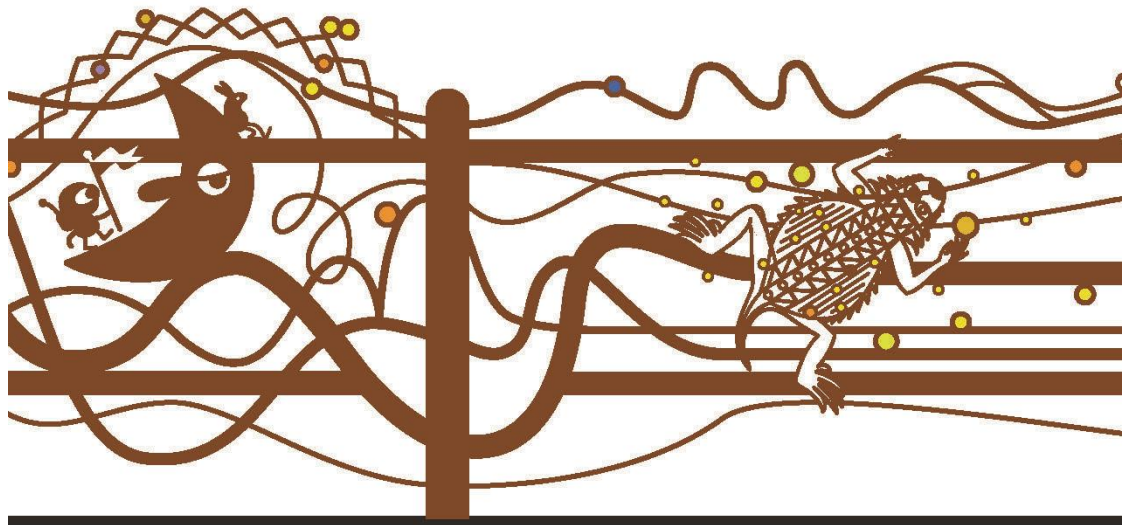
Northern Arizona University (est. 1899) adopted a lumberjack as its mascot. The mascot's name is Louie after the song "Louie Louie", a rhythm and blues song written and composed by African American musician Richard Perry and popularized by the Kingsmen.



Every astronaut that has walked on the moon has trained for their mission in and around Flagstaff.



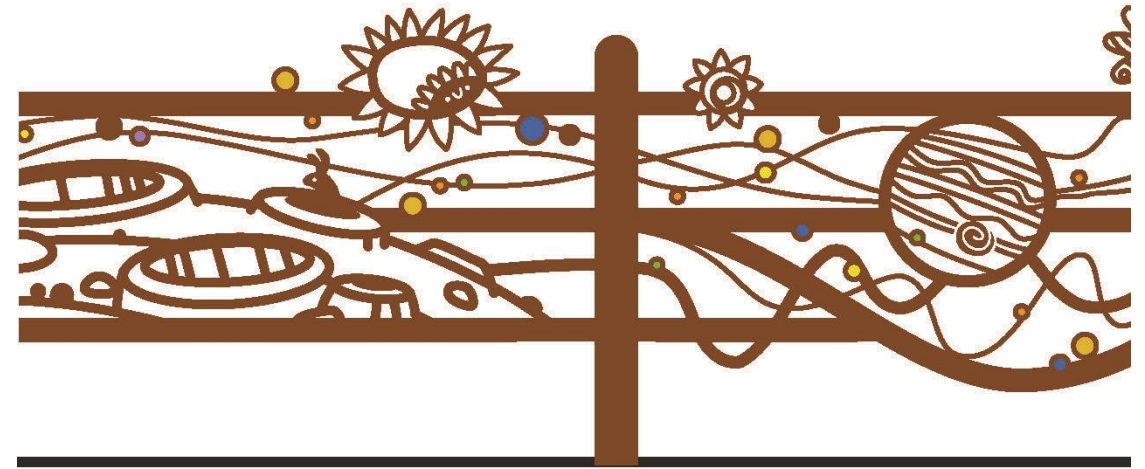
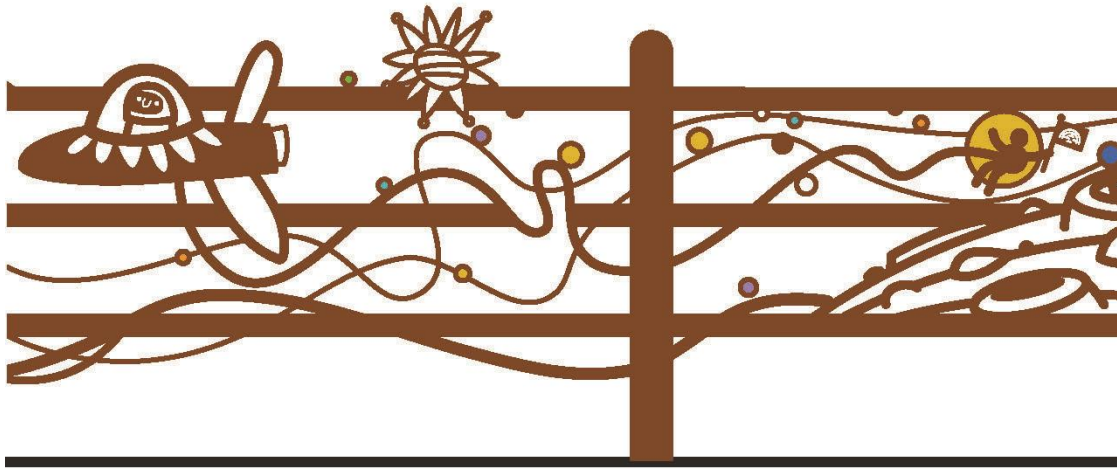
Navajo hunters used the Rabbit Tracks constellation to determine when the traditional hunting season would begin. Located in the lower curved tail of Scorpius, it is found in the southwest sky in the fall.



In Navajo culture, the Horned Lizard is respectfully addressed as Grandfather (Cheii) & can ward off danger and promote good health.



Joan Dorsey grew up in Flagstaff in the 1940s. In 1963, she became one of the first African-American flight attendants in the U.S., eventually serving on Senator Hubert Humphrey's 1968 campaign flight team.



Dr. Bernard Harris was the first African-American astronaut to walk in space.
 Harris spent much of his youth in the Navajo Nation.
 In honor of this influence, he carried the Navajo flag with him.



Rabbits are associated with the moon by many cultures,
 including local indigenous tribes. The crew of Apollo 11
 was notified to be on the lookout for bunnies. No sightings were reported.



In 2001, Flagstaff became the world's first International Dark Sky City. Low light pollution and stargazing-friendly lighting restrictions make it the ideal destination to explore the night skies.



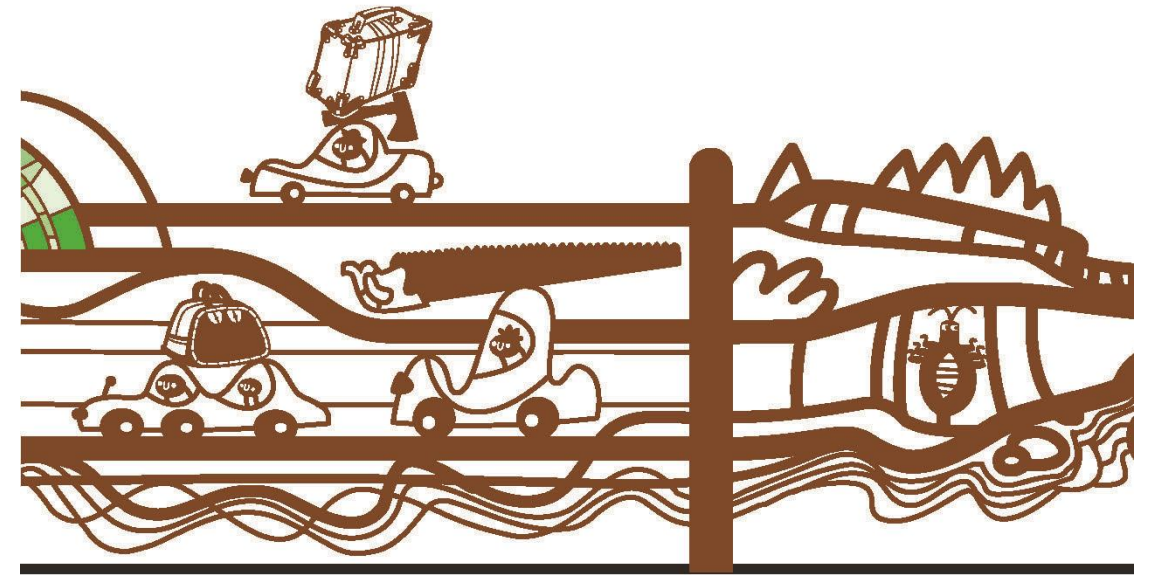
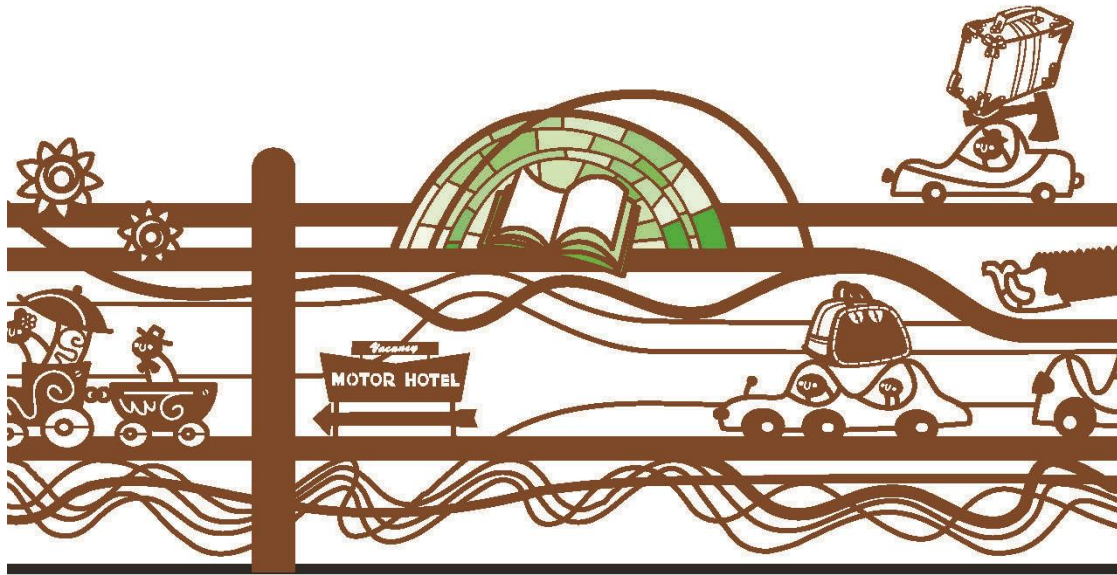
Long before cars cruised Rte 66, prehistoric Camelops roamed AZ. In 1857, Edward Beale and crew employed 22 camels as they established a trail through Flagstaff, paving the way for the Mother Road.



Many tribes in the region hold the San Francisco Peaks sacred. The Navajo call it "Abalone Shell Mountain" and for the Hopi, the Peaks are called "cloud house" – the spiritual home of the *katsinam*.



Hispanic pioneers were among Flagstaff's earliest families, but their stories were untold outside of their own communities. NAU Librarian Delia Ceballos Muñoz created the first archive of these hidden stories.



For nearly 30 years, The Green Book provided African Americans with advice on safe places to eat and sleep when they traveled during the Jim Crow-era. Flagstaff had several properties listed.



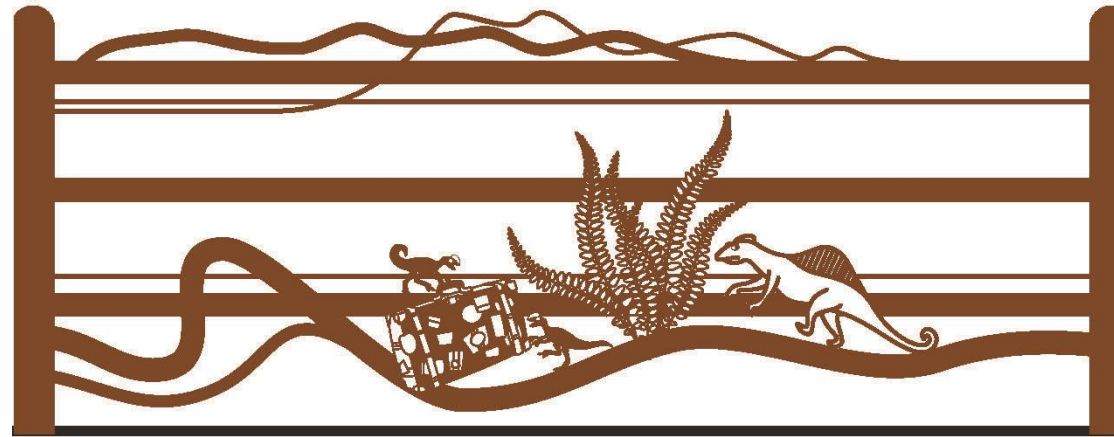
During the Great Migration in the 1940s and 50s, a wave of African Americans from the South moved westward to Flagstaff to work in the growing lumber industry.



Acclaimed Hopi artist Fred Kabotie found inspiration in the murals & pottery from early Hopi & Mimbres cultures. His work sparked interest in these traditions which would become influential in 20th c. design.



Coconino County was the fanciful backdrop for George Herriman's classic comic strip Krazy Kat (1913-1944). The strip was groundbreaking in many ways, including it's playfully fluid treatment of race & gender.



The *Arizonasaurus babbitti* was a 13-foot-long carnivorous reptile that lived in the Flagstaff area over 240 million years ago. It's one of the earliest ancestors of current day crocodilians.



Art Concept Name



The Coconino Scroll





Safety Review



Code Review & Risk Management

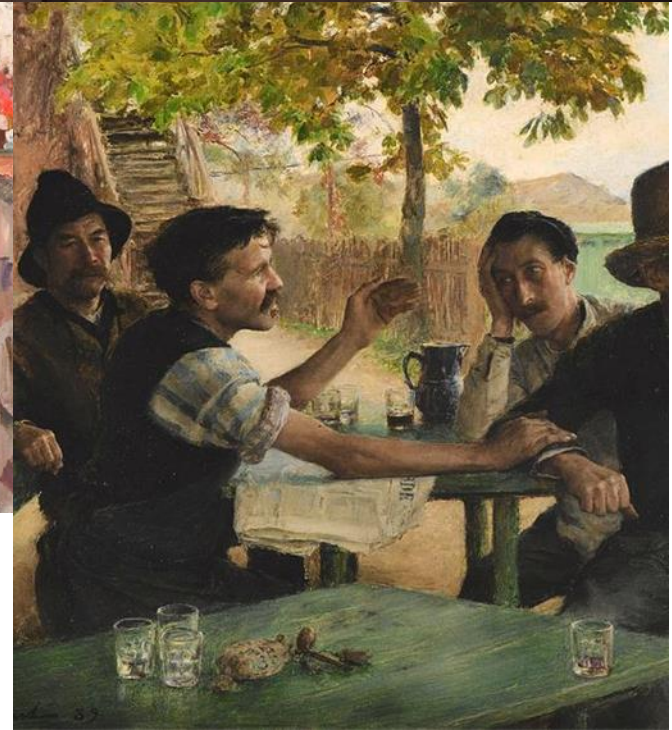
- Victoria St. Clair, Building Plans Examiner
- Dean Coughenour, Recently Retired Risk Management Director





Response and Discussion

Installation circa May/June 2022



**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Sarah Langley, Management Analyst
Date: 12/07/2021
Meeting Date: 12/14/2021



TITLE:

Federal and State Legislative Priorities Update

DESIRED OUTCOME:

Obtain feedback and input from Council on the 2022 draft state and federal legislative priorities.

EXECUTIVE SUMMARY:

The draft 2022 state and federal legislative priorities detailed in the attached PowerPoint presentation represent an updated listing of the 2021 legislative priorities. City staff and lobbyists have made suggested updates to the legislative priorities based on the legislative landscape that we face in 2022, as well as accomplishments that have been achieved over the last year.

City staff and lobbyists are requesting Council input and direction on the draft state and federal legislative priorities. After this input is received, it will be incorporated, and a final version will be presented for Council approval at the January 4 Council Meeting. Once approved by the City Council, the 2022 legislative priorities will be used by City staff and lobbyists to guide their work throughout the year at both the state and federal levels.

INFORMATION:

On January 19, 2021, the Flagstaff City Council approved the 2021 legislative priorities.

Attachments: [Draft 2022 legislative priorities presentation](#)

2022 Legislative Priorities

Sarah Langley – Interim Public Affairs Director
Bob Holmes – Federal Lobbyist
Todd Madeksza – State Lobbyist





Agenda



- Program operations
- Overview of the federal landscape
 - Council input - 2022 federal legislative priorities
- Overview of the state landscape
 - Council input - 2022 state legislative priorities
- Next steps

Intergovernmental Affairs Program

Operations

- Legislative priorities guide the work of staff and lobbyists
- Regular email updates
- Periodic discussions on legislation during Council meetings
- Virtual lobbying trips





Federal Landscape





Proposed Federal Legislative Priorities

Economy

Rio de Flag Flood Control Project	Utilizing the \$52 million in secured funding, support expedited award and completion of the project while working with the Army Corps, BNSF Railway and the Arizona Dept. of Transportation to ultimately remove more than half of the City's residents, as well as the downtown and NAU areas, from the flood plain and protect more than \$1 billion in property assets.
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Transportation & Infrastructure

Infrastructure Investment and Jobs Act (IIJA)	Pursue competitive grants and formula funds from the IIJA to finance high-priority infrastructure projects within the City, including resilient stormwater infrastructure, multi-modal transportation, roads, bridges, highways, and restoration initiatives for the Museum Fire burn scar area.
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Proposed Federal Legislative Priorities

Transportation & Infrastructure

Water Infrastructure	Utilize funding dedicated by the IJA to complement and improve City water infrastructure.
Rural Broadband	Utilize funding dedicated by the IJA for rural broadband access and capacity to encourage and develop economic activity, including allowing for remote education, business attraction, revenue creation and the attraction of remote workers.
Flagstaff Pulliam Airport	Advocate for funding for projects included in the Flagstaff Pulliam Airport five-year Capital Improvement Program, including a new Snow Removal Equipment (SRE) building.
Amtrak	Utilize funding dedicated by the IJA to increase reliability and certainty along the Southwest Chief line for long-distance passenger train services as a generator of economic development for municipalities located in the I-40 corridor.



Proposed Federal Legislative Priorities

Community/ Social Infrastructure

Affordable Housing	Promote additional funding of Public Housing, the Section 8 Housing Choice Voucher Program and the Community Development Block Grant (CDBG) program.
Immigration Reform	Advocate for Deferred Action for Childhood Arrivals (DACA) and other federal immigration policies that help keep families together while supporting their higher education goals.
Veterans	Support legislation and funding that improves the lives of all veterans and their families.
Gun Violence	Support legislation that ensures the protection of all people from gun violence.
Census	Advocate for funding and assistance in performing special enumerations to address undercounts and deficiencies of the 2020 Census.



Proposed Federal Legislative Priorities

Environment

Grand Canyon Protection	Support Chairman Grijalva's legislation preventing uranium mining in areas surrounding Grand Canyon National Park and strengthen the laws, regulations and policies that govern uranium mining to ensure protection for public health and safety; support efforts to instate a permanent ban on uranium mining for the nearly one million acres around the Grand Canyon. Protect the wilderness, wildlife and cultural resources throughout the Southwest region.
Uranium Transport Standards	Urge the Arizona Dept. of Transportation and/or the US Dept. of Transportation to strengthen uranium transport standards to reduce the possibility of contamination.
Forest Health	Utilize funding from the United States Forest Service, the IJJA, and other legislation to support important regional projects such as the Flagstaff Watershed Protection Project, the Four Forests Restoration Initiative (4FRI), NAU's Ecological Restoration Institute (ERI), the Fire Learning Network (FLN) to thin and restore forests. Advocate for collaborative prescribed fire efforts that support the development of a technically skilled workforce.



Proposed Federal Legislative Priorities

Environment

Carbon Fee & Dividend Legislation	Urge the federal government to pass carbon fee and dividend legislation in support of climate change mitigation.
Environmental Funding and Partnership	Support federal funding and partnership opportunities to expand open space, parks, natural areas, trails and “dark skies” initiatives across northern Arizona.
Endangered Species Act	Protect and strengthen the Endangered Species Act and encourage Congress to maintain its funding and enforcement while working to promote the restoration of threatened and endangered species in northern Arizona.



HOTEL
MONTE VISIT

State Landscape





Proposed State Legislative Priorities

Preserve Local Decision-making	Support legislation that preserves or enhances the City's ability to govern locally and oppose legislation that reduces or restricts the City's local authority.
State Shared Revenues	Support legislation that will protect (and recover) state shared revenues to municipalities and oppose new legislation seeking to divert shared revenues away from municipalities.
Short-Term Rentals	Work with stakeholders supporting legislation to allow for local regulations over investor-owned residential properties used as short-term rentals and ensure equity in the hotel industry.



Proposed State Legislative Priorities

Forest Health	Advocate for investments in forest health on state-owned land in northern Arizona, augmenting municipal efforts to protect our region. Support appropriate funding of local responses to flood mitigation efforts from wildfire burn scars.
Transportation	Advocate for additional funding to the Arizona Department of Transportation to plan, build and maintain projects that affect northern Arizona and our tribal partners.
Affordable Housing	Support legislation and seek funding in support of affordable housing.



Proposed State Legislative Priorities

Rural Broadband	Support and encourage continuing state efforts to increase rural broadband access and capacity to encourage and develop economic activity, including allowing for remote education, business attraction, revenue creation, and the attraction of remote workers.
Criminal Justice Reform & Diversion Programs	Support legislation that creates and strengthens alternative diversion programs, rehabilitative programming, mental health services and other approaches to reduce reliance on prisons and create more equity in the criminal justice system.
Arizona Corporation Commission	Urge the Arizona Corporation Commission to adopt an aggressive statewide clean energy standard that achieves 100% carbon-free clean energy in our state.



Proposed State Legislative Priorities

Environmental Funding and Partnership	Support state funding and partnership opportunities to expand open space, parks, natural areas, trails and “dark skies” initiatives across northern Arizona.
Elections	Support efforts to protect voter rights and access and secure the integrity of the election process.
Tourism	Urge the State to continue to fund tourism and the Arizona Office of Tourism to support northern Arizona as a four-season destination.

Next Steps

- Final language to be approved at the January 4 Council meeting
- Virtual lobbying trips in the Spring

Questions?



CITY OF FLAGSTAFF STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Dan Symer, Zoning Code Manager
Co-Submitter: Mark Reavis, Neighborhood Planner/Historic Preservation Officer
Date: 11/22/2021
Meeting Date: 12/14/2021



TITLE:
Southside Character Overlay Zone - Citizen Petition

DESIRED OUTCOME:

Discuss and provide direction to staff on a Citizen Petition to create a character overlay zone for a portion of the Southside Neighborhood.

EXECUTIVE SUMMARY:

On October 19, 2021, the City Council reviewed a petition submitted by residents of the Southside neighborhood. The purpose of the petition is to obtain the City Council's approval for a character overlay for a portion of the Southside Neighborhood. Upon review of the petition, the City Council requested a work session to discuss the request.

The request to create a Character Overlay is consistent with the adopted Southside Community Plan. Staff is in process of preparing a scope of services with Matrix Design Group to begin work on Southside Community Plan implementation, the outcome of a recent competitive procurement. Staff anticipates bringing a service contract for City Council consideration in February 2022. A Character Overlay is very similar to the existing Flagstaff Historic Overlays which include design guidelines and development standards that reflect the unique architectural character of a neighborhood. City Council approved a service contract to create a Character Overlay in La Plaza Vieja at the December 7, 2021, meeting.

The proposed Southside Character Overlay is identified in the Southside Community Plan as a "Historic Preservation Focus Area" within the Neighborhood Core subarea, see attachment to this report. That said, and the fact that this area specific to the citizen's petition has been well-preserved by property owners who are backing this petition, staff is supportive of advancing this work ahead of other aspects of the Southside Community Plan's implementation.

INFORMATION:

The proposed overlay is one of a number of implementation tasks for the Southside Community Plan included in the Zoning and Subdivision Code work program. If the City Council chooses to proceed with the proposed character overlay, staff recommends adding it to the scope of services with Matrix Design Group, the successful respondent to a Request for Statements of Qualifications for zoning code services.

The cost to create a Southside Character Overlay is estimated at \$89,985. City Council approved

\$258,566 in the current fiscal year budget for zoning code amendments which are being used to implement the Southside Community Plan and the La Plaza Vieja Neighborhood Plan. It is anticipated that staff will return to the City Council with a contract for services for Southside Community Plan implementation in February 2022.

For your reference, below are the questions on which staff is seeking the City Council's comments and direction.

- (Citizen Initiated) Would the City Council like to initiate the required applications to create the proposed character overlay?
- (City Initiated) Would City Council like to include the Character Overlay in the upcoming scope of services with The Matrix Design Group ahead of other aspects of the Southside Community Plan's implementation?

Background:

Citizen Petition

On September 28, 2021, a Petition to the Flagstaff City Council was submitted by residents of the Southside neighborhood. The purpose of the petition is to obtain the City Council's approval to create a character overlay for a portion of the Southside that is identified in the Southside Community Plan as a Neighborhood Core with a Historic Preservation focus. Based on staff's communications with the petitioners, the area of the request is generally located east of South San Francisco Street and North East Butler Avenue. For reference purposes, the proposed character overlay zone area is referred to as WC Riles Area.

Previous City Council Meeting

On October 19, 2021, the City Council reviewed the petition and requested a Work Session with staff regarding the subject. Specifically, the City Council had questions pertaining to the petition, which are summarized below.

- How does the proposed character overlay relate and promote the goals and policies of the Southside Community Plan?
- How could the proposed character overlay be incorporated into the Zoning Code and Map?
- How would the provisions of the overlay be implemented?

WC Riles Area of the Southside Neighborhood:

The WC Riles Area is a component of the larger Flagstaff Southside Historic District, which is listed on the National Register of Historic Places. This area is representative of the influence of Flagstaff's minority immigrant working-class community on Southside's history and culture. Many of the residents worked in the City's railroad, lumber, sheepherding, tourism, and education industries in the early 1900s and earlier. Consisting primarily of African American, Mexican, and Chinese workers, the residents in the area developed a tight-knit community through churches, schools, and social and political clubs. Also, many minority men of the neighborhood served in both World Wars for the United States, extending the area's historical influence beyond the local level. Furthermore, several homes in the area are connected with individuals who influenced early local and state politics.

In addition to the area's community and culturally diverse historical significance, the WC Riles Area has a rich architectural history that is directly linked to the greater Flagstaff identity. Subdivided in 1894 as part of the Brannen Addition subdivision, many of the structures in the WC Riles Area were primarily developed with a simple one-story gable-wall Anglo vernacular cottage and bungalow/craftsman-style architecture. Furthermore, many of the previous residents worked in the lumber and sawmill industry, and they had access to the scrap material generated by their employers to construct their homes. The use of these materials contributed to the historical significance of the area's large variety of vernacular architectural styles.

Many of the originally developed structures in the WC Riles Area still exist, including the P.J. Brannen

House located at 101 South WC Riles Drive. Approximately 70% of the lots in the WC Riles Area contain historic structures, and many other lots contain structures that are believed to contribute to the historical character with minor modifications. The preservation of historic structures and the neighborhood's character and quality aspects would significantly enhance Flagstaff's sense of heritage.

Proposed WC Riles Area Character Overlay:

A character overlay zone may be used for many purposes and a description is attached to this report. Based on staff's discussions with the petitioners, the proposed character overlay zone is intended to be similar to the Townsite Overlay (TO) zone. Through the incorporation of historic preservation provisions and references to The Secretary of the Interior's Standards for the Treatment of Historic Properties and design guidelines, the proposed character overlay will assist in the protection of the historic structures and the nearby area setting. Furthermore, the provision of the overlay will assist in promoting new development and modifications to existing structures that are compatible with the area's historic vernacular architectural styles. Also, the adoption of the proposed character overlay zone will assist in implementing many of the Regional Plan and Southside Community Plan goals and policies.

Regional Plan and Southside Community Plan:

Regional Plan

The Regional Plan encourages the preservation of Flagstaff's heritage, including its design of buildings, traditions, and cultural preservation, to enhance the quality of life for the residents in the Flagstaff area. To accomplish these objectives, historic resources must be preserved, protected, and enhanced. The creation and subsequent adoption of a character overlay for the WC Riles Area will assist in implementing the objectives, and several of the Regional Plan goals and policies. A summary of the goals and policies of the Regional Plan that the character overlay would assist in implementing include:

- Goal CC.2. Preserve, restore, and rehabilitate heritage resources to better appreciate our culture.
- Policy CC.2.2. Formally recognize heritage resources through designation as local landmarks and historic districts.
- Policy CC.2.3. Mitigate development impacts on heritage resources.
- Policy CC.2.4. Support restoration and rehabilitation of historic housing, buildings, structures, and neighborhoods.
- Policy LU.10.3. Value the Historic Neighborhoods established around downtown by maintaining and improving their highly walkable character, transit accessibility, diverse mix of land uses, and historic building form.
- Policy NH.1.2. Respect traditions, identifiable styles, proportions, streetscapes, relationships between buildings, yards, and roadways; and use historically appropriate and compatible building and structural materials when making changes to existing neighborhoods, especially in historic neighborhoods.
- Policy NH.2.1. Encourage the rehabilitation of historic downtown structures and contextual new structures as office, retail, entertainment, and residential space to reinvigorate the area as a destination of culture, shopping, government, and the arts.
- Policy NH.2.2. Plan for future downtown development and contiguous development that respects the established historic core, historical architecture, and urban design

Southside Community Plan

When the Southside Community Plan was developed, community outreach identified the Southside neighborhood's cultural and architectural history as one of the most essential elements of its heritage that contribute to its historical identity. Located in the Flagstaff Southside Historic District, the creation and subsequent adoption of a character overlay and associated guidelines for the WC Riles Area would assist in preserving the existing buildings, and maintaining the neighborhood's historic character. In addition, the overlay is anticipated to assist with keeping the historic buildings intact and allow new development to be sensitively incorporated through a variety of elements (style, materials, colors, form, etc.) that contribute to compatible development. A summary of the goals and policies of the Southside Community Plan that the character overlay would assist in implementing include:

- Goal S 2 Protect the landmarks and historic character that make Southside a unique community in Flagstaff.
- Policy S 2.2. Preserve the integrity of contributing and individually significant historic commercial and residential buildings, through targeted landmark overlays and local historic or character preservation overlays.
- Policy S 2.3. Protect and promote the adaptive reuse of landmarks in the Southside, including Route 66 signs, architecture and history, and cultural and familial landmarks and places of importance.
- Policy S 2.4. Replicate patterns, materials, and architectural features of historic building in new construction.
- Policy S 3.1. Encourage the preservation and rehabilitation of, and allow for appropriate additions to small historic structures, such as cottages and family homes, over demolition and replacement in all subareas.

Zoning Code and Zoning Map Implementation Process Overview:

To implement the proposed character overlay zone, the City Council would need to approve:

- A Zoning Code Text Amendment to create the proposed character overlay zone and related provisions in the Zoning Code;
- A Zoning Map Amendment to apply proposed character overlay zone to the lots and parcels within WC Riles Area; and
- The overlay development standards and design guidelines.

Staff recommends the City initiate amendments associated with the Southside Community Plan.

Implementation after City Council Adoption of the Overlay:

From the perspective of the Zoning Code, the proposed character overlay zone would be implemented and regulated as a Historic Overlay Zone. Therefore, upon the adoption of the proposed character overlay zone, new development and modifications to existing structures would be reviewed by, and require approval from, the Historic Preservation Officer (Mark Reavis) or the Heritage Preservation Commission. The purpose of the review is to ensure that new development and modified structures maintain consistency with the overlay's design guidelines.

Zoning Code Work Programs:

On January 26, 2021, City Council provided direction to staff on the 2021 - 2022 Zoning and Subdivision Code Work Program, which includes the order of priority for the Zoning and Subdivision Code amendments. The Work Program includes a graphic summary of the staff's approach regarding these priorities. The proposed character overlay zone is part of the larger Southside Community Plan Implementation, which is the letter 'I' in the Work Program. Consultant Services will be paid from budgeted funds for zoning code amendments.

Attachments: Overlay Presentation

1. Petition #2021-10

2. Location and Southside Community Plan Designation

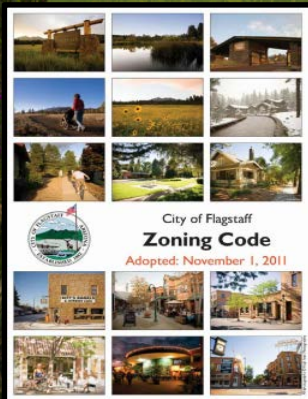
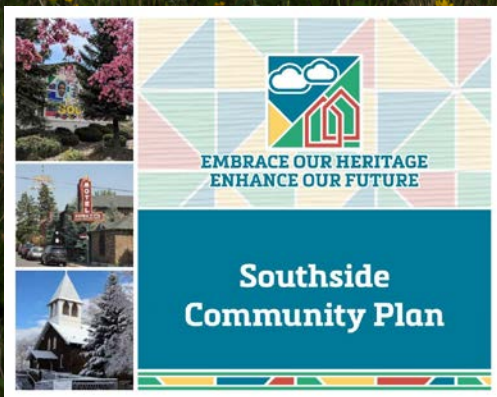
3. Zoning and Subdivision Code Work Program

4. What is a Character Overlay Zone

Southside Character Overlay

Citizen Petition Request

December 14, 2021



Dan Symer, AICP
Zoning Code Manager

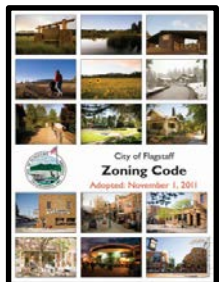
Mark Reavis
Neighborhood Planner
Historic Preservation Officer



Southside Character Overlay - Citizen Petition

Purpose of Work Session

- **On September 28, 2021, a Petition to the Flagstaff City Council was submitted by residents of the Southside neighborhood requesting approval of a Character Overlay for a portion of the Southside**
- **On October 19, 2021, the City Council reviewed the Petition and requested a work session regarding the proposed Character Overlay**

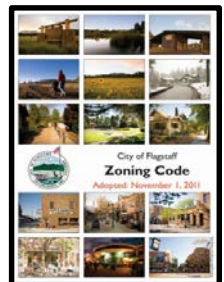




Southside Character Overlay - Citizen Petition

City Council Questions

- **How does the proposed character overlay relate and promote the goals and policies of the Southside Community Plan?**
- **How could the proposed character overlay be incorporated into the Zoning Code and Map?**
- **How would the provisions of the overlay be implemented?**





Southside Character Overlay - Citizen Petition

Location

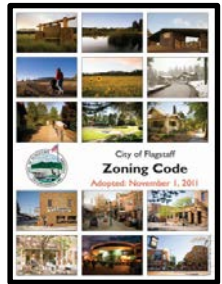




Southside Character Overlay - Citizen Petition

Background

- **The request for an Overlay came from the Neighborhood as a grassroots effort, contacting the Neighborhood Planner**
- **Meetings were held in the neighborhood to discuss requirements, with neighbors taking the lead**
- **The neighbors organized themselves and prepared a letter to council and a citizen petition for City Council consideration**
- **Request is consistent with the Southside Community Plan recommendations**





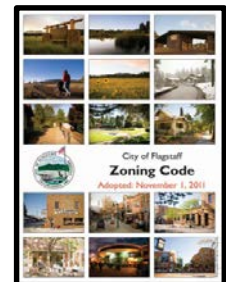
Southside Character Overlay - Citizen Petition

Southside Community Plan

- **The Overlay is guided by the Regional Plan and the Southside Community Plan Chapter 3: Goals, Policies**

Vision Statement for the Southside Community Plan

*The Southside Community shall promote sustainable improvements that enhance and embrace our heritage through **CULTURAL STEWARDSHIP**, retaining the unique character and cultural fabric and flavor of our neighborhoods.*





Southside Character Overlay - Citizen Petition



Regional Plan



- **Goal CC.2. Preserve, restore, and rehabilitate heritage resources to better appreciate our culture**
- **Policy CC.2.2. Formally recognize heritage resources through designation as local landmarks and historic districts**
- **Policy CC.2.3. Mitigate development impacts on heritage resources**
- **Policy CC.2.4. Support restoration and rehabilitation of historic housing, buildings, structures, and neighborhoods**
- **Policy LU.10.3. Value the Historic Neighborhoods established around downtown by maintaining and improving their highly walkable character, transit accessibility, diverse mix of land uses, and historic building form**
- **Policy NH.1.2. Respect traditions, identifiable styles, proportions, streetscapes, relationships between buildings, yards, and roadways; and use historically appropriate and compatible building and structural materials when making changes to existing neighborhoods, especially in historic neighborhoods**
- **Policy NH.2.1. Encourage the rehabilitation of historic downtown structures and contextual new structures as office, retail, entertainment, and residential space to reinvigorate the area as a destination of culture, shopping, government, and the arts**
- **Policy NH.2.2. Plan for future downtown development and contiguous development that respects the established historic core, historical architecture, and urban design**



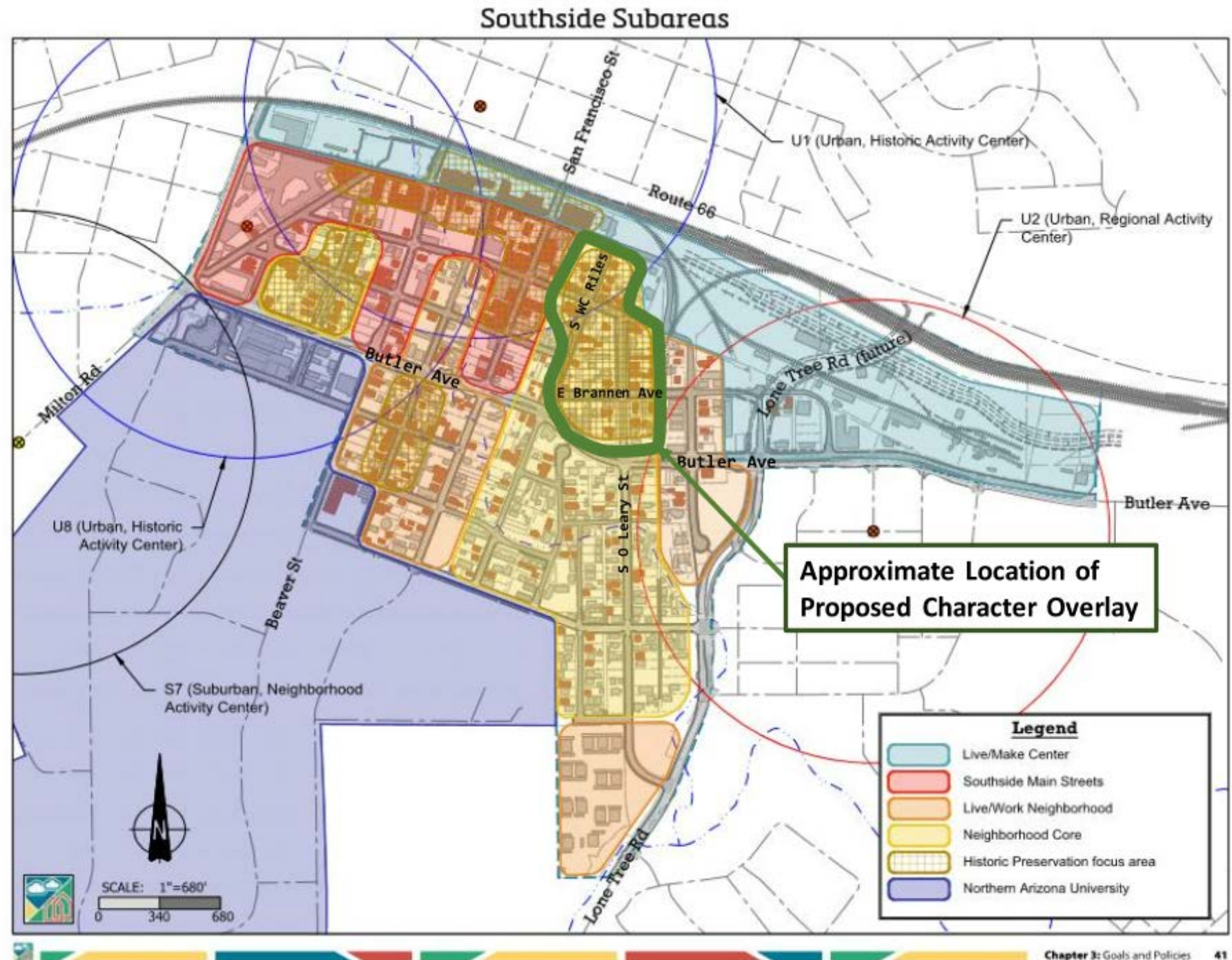
Southside Character Overlay - Citizen Petition

Southside Community Plan

- **Goal S 2 Protect the landmarks and historic character that make Southside a unique community in Flagstaff**
- **Policy S 2.2. Preserve the integrity of contributing and individually significant historic commercial and residential buildings, through targeted landmark overlays and local historic or character preservation overlays**
- **Policy S 2.3. Protect and promote the adaptive reuse of landmarks in the Southside, including Route 66 signs, architecture and history, and cultural and familial landmarks and places of importance**
- **Policy S 2.4. Replicate patterns, materials, and architectural features of historic building in new construction**
- **Policy S 3.1. Encourage the preservation and rehabilitation of, and allow for appropriate additions to small historic structures, such as cottages and family homes, over demolition and replacement in all subareas**



- The area is called out as “Neighborhood (residential) Core” and “Historic Preservation Focus Area”
- Where Heritage Preservation accommodate Growth and Change
- Approximately 70% of the lots in the area contain historic structures, and many other lots contain structures that are believed to contribute to the historical character with minor modifications.

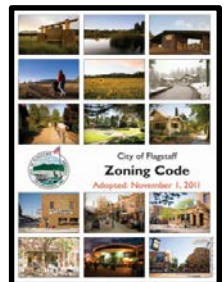




Southside Character Overlay - Citizen Petition

Why Now?

- **Concerns of encroaching development and loss of neighborly quality**
- **Concern of loss of diversity in age and ethnicity**
- **Concern of loss of historic character, knowing your neighbor in a walkable and safe area**
- **Concern of increased unsafe street traffic**

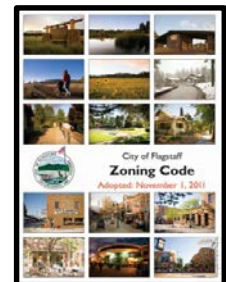




Southside Character Overlay - Citizen Petition

Objectives

- **New development should reflect the values and concerns of the existing community using an overlay with design standards, guidelines and criteria that allows and enhances new development and respects existing**
 - **Quality of: Environmental sustainability, the most sustainable building is one that already exists**
 - **Quality of: Small lots with density and a variety of homes and housing types**
 - **Quality of: These are affordable housing for the families that live in the neighborhood**
 - **Quality of: Tourism and the ethnic history of the area**



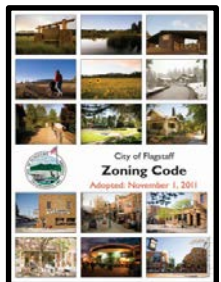


Southside Character Overlay - Citizen Petition

Enactment

City Council approval of:

- **A Zoning Code Text Amendment to create the proposed character overlay zone and related provisions in the Zoning Code**
- **A Zoning Map Amendment to apply proposed character overlay zone to the lots and parcels within the specific area; and**
- **The overlay development standards and design guidelines**



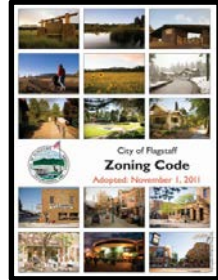


Southside Character Overlay - Citizen Petition



Initiation

Zoning Code Text and Map Amendments:



- **May be initiated by:**
 - **Any of the property owner(s) of the land where the zone would be applied,**
 - **The Planning Director upon receiving direction from the City Council, or**
 - **The Planning Director, upon receiving direction from the Heritage Preservation Commission, may initiate the Zoning Code Text Amendment in combination with the Zoning Map Amendment**



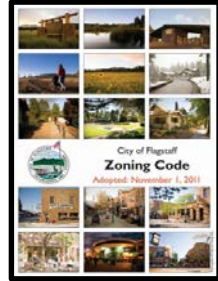
Southside Character Overlay - Citizen Petition



Initiation

Zoning Map Amendment:

- **If the application area for the proposed character overlay zone includes property that the applicant does not own, even if the applicant is the City, then a petition in favor of the Zoning Map Amendment must be signed by at least 51 percent of the property owners representing lots or parcels included in the boundaries of the proposed character overlay zone**





2021 Zoning Code Work Program

Recommended Work Plan Priorities

TIER 1 (URGENT)

- A** Smart and Safe Act (Recreational Marijuana)
- B** High Occupancy Housing – Part 1a
- C** Affordable Housing Incentives and IPAH
- D** Forty-Five Foot Building Height
- E** Outdoor Lighting

TIER 2 (PRIORITY)

- F** La Plaza Viejas Specific Plan Implementation
- G** Transect Zones
- H** Resource and Wildlife Protection
- I** Southside Specific Plan Implementation
- M** Heritage Preservation

TIER 3 (WHEN AVAILABLE)

- J** Zoning Code Misc. Modifications
- K** Subdivision Code
- L** Planning Policy Plan Requirements

TIER 4 (DELAY)

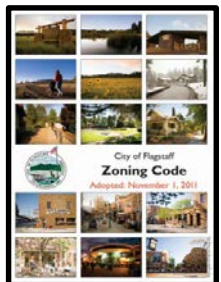
- N** Transfer of Development Rights
- O** Planned Area Zone
- P** High Occupancy Housing – Part 2 and 3
- Q** Resource Protection Overlay
- R** Design Guides



Southside Character Overlay - Citizen Petition

Questions to Consider

- **Would the City Council like to initiate the required applications to create the proposed character overlay?**
- **Would City Council like to include the Character Overlay in the scope of services for Southside Community Plan implementation?**



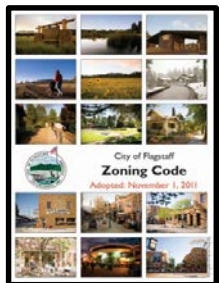


Southside Character Overlay - Citizen Petition



City Council

Comments, Questions and Discussion



#2021-10

PETITION TO FLAGSTAFF CITY COUNCIL
Pursuant to Flagstaff City Charter Article II Section 17
and Flagstaff City Code Title I Chapter 12



Pursuant to the Flagstaff City Charter and the City Code, any citizen (resident) of the City may present a written petition to the City Manager, signed by a minimum of 25 citizens from the City of Flagstaff, which shall be presented to the City Council.

Title of Issue: Southside Neighborhood Character Overlay

Action Requested: We seek the Council's approval of a character overlay of our neighborhood. We are working with City of Flagstaff Neighborhood Planner Mark Reavis and the Southside Community Association as we, the residents of the Southside neighborhood, develop standards and guidelines to protect what we value in our property and in our community. Our efforts are guided by the adopted Southside Plan's Chapter 3: Goals, Policies and the Regional Plan, as our area is noted as a "Neighborhood (residential) Core" and a "Historic Preservation Focus Area" where Heritage Preservation accommodates Growth and Change. Indeed, balancing growth and change with maintaining the historic character of our neighborhood is a citizen priority.

Printed Name Anna Hammerle

of Submitter:

(Submitter must also sign below and complete information)

928.300.7834 / annakhammerle@gmail.com

Contact Information:

(Phone Number and/or e-mail address)

PETITION SIGNATURES

DATE SIGNED	PRINTED NAME	RESIDENCE ADDRESS	SIGNATURE
7/23/21	Kate Mommaerts	123 E. Benton Ave 86001	Kate Mommaerts
7/23/21	Sean Golightly	23 SWC Riles 86001	[Signature]
7-23-21	Dawn Tucker	235. WC Riles 86001	[Signature]
7-23-21	Susan Newlin	19 S WC Riles 86001	Susan Newlin
7-23-21	William Newlin	19 S. WC Riles 86001	[Signature]
7-23-21	PATRICIA CAZEL	14 South WC Riles Street 86001	[Signature]
8/9/21	Cynthia Elliott	224 S. O'Leary St.	Cynthia Elliott
8/9/21	Stacey Bouffard	224 S. O'Leary St.	[Signature]
8/14/21	Anna Hammerle	20 S. WC Riles St.	Anna Hammerle
8/14/21	Iris Canning Hammerle	20 S. WC Riles St.	IRIS

Council Mtg. Date: October 19, 2021

PETITION TO FLAGSTAFF CITY COUNCIL

Pursuant to Flagstaff City Charter Article II Section 17 and Flagstaff City Code Title I Chapter 12

Pursuant to the Flagstaff City Charter and the City Code, any citizen (resident) of the City may present a written petition to the City Manager, signed by a minimum of 25 citizens from the City of Flagstaff, which shall be presented to the City Council.

Title of Issue:

Brannen Overlay

Action Requested:

Printed Name
of Submitter:

Dina Barnese

(Submitter must also sign below and complete information)

Contact Information:

928-380-2292 dinabarnese@gmail.com

(Phone Number and/or e-mail address)

PETITION SIGNATURES

DATE SIGNED	PRINTED NAME	RESIDENCE ADDRESS	SIGNATURE
8-14-21	Joy L. Van Boven	116 S. O'Leary St. #1	<i>Joy L. Van Boven</i>
8-15-21	Ramon Lopez	11850' Leary St.	<i>Ramon Lopez</i>
8-15-21	Elsie Anza Lopez	11850' Leary St.	<i>Elsie Anza Lopez</i>
8-15-21	Dina Barnese	116 S O'Leary St Apt 1	<i>Dina Barnese</i>
8-15-21	Paul R Lopez	307 E. BRANNEN AVE	<i>Paul R Lopez</i>
8-21-21	Nebrak DeWolfe	1025 WC Riles St #D	<i>Nebrak DeWolfe</i>
8-21-21	VINCENT R LOPEZ	303 E. BRANNEN AVE.	<i>Vincent R Lopez</i>
8/21/21	Sandra Quintanilla	116 S. O'Leary St. #2	<i>Sandra Quintanilla</i>
8/27/21	Sarah Andrews	118 E Benton Ave	<i>Sarah Andrews</i>

RECEIVED BY CITY OF FLAGSTAFF

DATE RECEIVED

BY

COUNCIL MEETING DATE

PETITION TO FLAGSTAFF CITY COUNCIL
Pursuant to Flagstaff City Charter Article II Section 17
and Flagstaff City Code Title I Chapter 12

Pursuant to the Flagstaff City Charter and the City Code, any citizen (resident) of the City may present a written petition to the City Manager, signed by a minimum of 25 citizens from the City of Flagstaff, which shall be presented to the City Council.

Title of Issue: Southside Neighborhood Character Overlay

Action Requested: We seek the Council's approval of a character overlay of our neighborhood. We are working with City of Flagstaff Neighborhood Planner Mark Reavis and the Southside Community Association as we, the residents of the Southside neighborhood, develop standards and guidelines to protect what we value in our property and in our community. Our efforts are guided by the adopted Southside Plan's Chapter 3: Goals, Policies and the Regional Plan, as our area is noted as a "Neighborhood (residential) Core" and a "Historic Preservation Focus Area" where Heritage Preservation accommodates Growth and Change. Indeed, balancing growth and change with maintaining the historic character of our neighborhood is a citizen priority.

Printed Name *Anna Hammerle*

of Submitter:





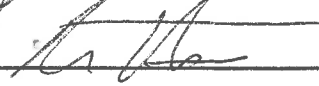
 (Submitter must also sign below and complete information)

928.300.7834 / annakhammerle@gmail.com

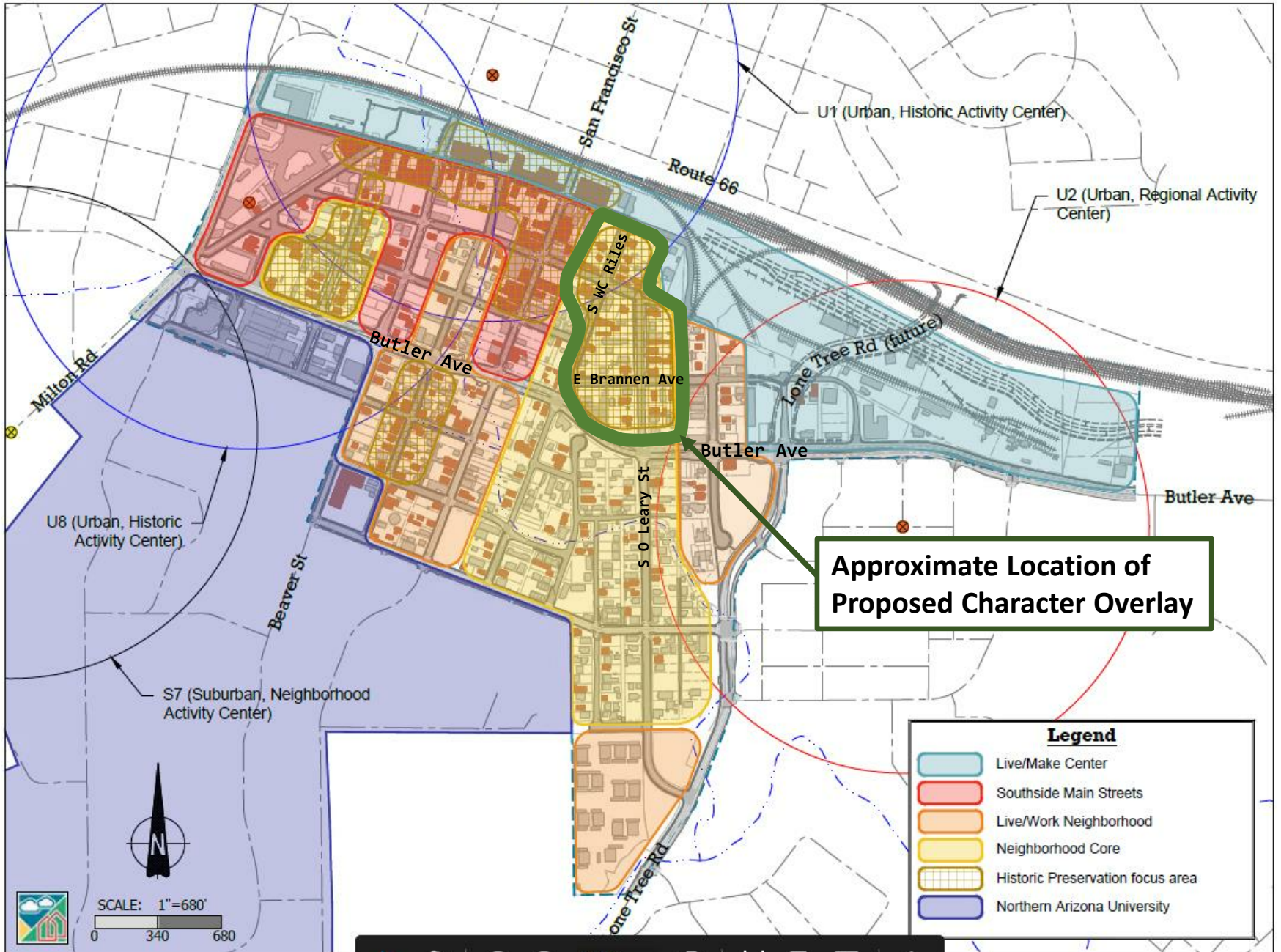
Contact Information:

 (Phone Number and/or e-mail address)

PETITION SIGNATURES

DATE SIGNED	PRINTED NAME	RESIDENCE ADDRESS	SIGNATURE
9/1/21	EVAN BUTLER	202 S UC RILES	
9/1/21	Casey Naylor	202 S UC RILES	
9/1/21	Shyanne Dustrud	106 1/2 S HC RILES	
9/1/21	Michael Miller	106 1/2 S WC RILES	
9/4/21	Andrew Herrington	123 E Bendon Ave	

Southside Subareas





2021 – 2022 Zoning and Subdivision Code Work Program

Council Direction Provided on January 26, 2021

TIER 1 (URGENT)

A Smart and Safe Act
(Recreational Marijuana)

B High Occupancy
Housing – Part 1a

C Affordable Housing
Incentives and IPAH

D Forty-Five Foot
Building Height

E Outdoor Lighting

TIER 2 (PRIORITY)

F La Plaza Viejas Specific
Plan Implementation

G Transect Zones

H Resource and Wildlife
Protection

I Southside Specific
Plan Implementation

M Heritage Preservation

TIER 3 (WHEN AVAILABLE)

J Zoning Code Misc.
Modifications

K Subdivision Code

L Planning Policy Plan
Requirements

TIER 4 (DELAY)

N Transfer of
Development Rights

O Planned Area Zone

P High Occupancy
Housing – Part 2 and 3

Q Resource Protection
Overlay

R Design Guides

2021 - 2022 Zoning and Subdivision Code Work Program Status Summary

A. Smart and Safe Act (Recreational Marijuana)

- The City Council has adopted the related Zoning Code amendment.

B. High Occupancy Housing – Part 1a

- Staff is near completion of a draft to address revisions to the Zoning Code pursuant to the City Council March and October 2021 direction. In summary, the direction is to allow 100% affordable housing developments that would otherwise be considered High Occupancy Housing to be developed without a Conditional Use Permit, and to increase the Average Monthly Income (AMI) for the household from 60% to 80% AMI or less. This amendment is anticipated to be provided to the City Council for consideration in the 2021 – 2022 winter/spring 2022.
- Staff has begun discussing methods to address the October 2021 City Council direction to receive input from the public, Sustainability Commission, and Housing Commission regarding any suggested modifications to the High Occupancy Housing ordinance.

C. Affordable Housing Incentives and Incentive Policy for Affordable Housing (IPAH)

- As an incentive, the City Council has adopted modifications to the Zoning Code to allow developments that provide 100 percent of the dwelling units to persons or families with a household income equal to 80 percent or less of the AMI. The AMI is based on the published annually by the U.S. Department of Housing and Urban Development for the City of Flagstaff.
- Staff has been meeting with the IPAH and Zoning Code Incentives Working Group 1, and members of the development community (hereafter the “Stakeholders”), to review the existing IPAH and Zoning Code Incentives. In addition, staff has been discussing new and revised IPAH and Zoning Code concepts that may be included as part of the update process with the stakeholders. It is anticipated that staff will be requesting a City Council Work Session in the first quarter of 2022 to receive direction pertaining to updating.

Notes: IPAH and Zoning Code Working Group: that consisting of members of the Housing and Planning and Zoning Commission, the development community working on revisions to IPAH, the members of the development community, and the IPAH and Zoning Code Incentives.

D. Forty-Five Foot Building Height

- The City Council has adopted the Neighborhood Community Commercial (NCC) zone to address the item.

E. Outdoor Lighting

- Staff has been meeting with the Outdoor Lighting Working Group on revisions to the Zoning Code. The reference revision will assist in implementing the Joint Land Use Study and to simplify the requirements. It is anticipated that the amendment will be completed in December 2021. The public outreach and adoption process for this amendment is anticipated in the spring of 2022.

F. La Plaza Viejas Specific Plan Implementation

- A contract with a consultant to complete the related amendment is scheduled in December 2021.

G. Transect Zones

- Staff is anticipating that a consultant will be used complete the related amendments.

H. Resource and Wildlife Protection

- In October 2021, staff started meeting with the petitioners for the City Code amendment that would require the relocation of prairie dogs prior to the development of certain properties. A timeframe for this amendment has not been determined.
- Staff has had initial discussions with the petitioners who have requested Zoning Code amendments to protect wildlife corridors, boulder outcroppings, and seep and springs. A completion timeframe has not been determined.

I. Southside Specific Plan Implementation

- It is anticipated that there will be multiple amendments to implement the plan. The related amendments will be completed by staff and a consultant.
- Staff has completed the working draft of an amendment to allow commercial uses, regardless of a change of use, to be parked based on the parking spaces that the property currently has. This amendment will allow the parking requirements that apply to the Downtown to be used in most areas of the Southside neighborhood, north of Butler Avenue. The public outreach and adoption process for this amendment is anticipated in the spring of 2022.
- Staff has begun discussing the scope of work for an amendment to implement a Character Overlay zone in certain areas of the Southside neighborhood that is indicated in the plan. The City Council reviewed a citizen's petition to create the character overlay on October 26, 2021. A City Council work session regarding the petition and overlay is scheduled for December 14, 2021.

J. Zoning Code Misc. Modifications

- Public Outreach for Development Agreements
 - Staff is nearing completion of a working draft of the amendment. The public outreach and adoption process for this amendment is anticipated in spring of 2022.
- RV Parking on Driveways in the Front Yard of Residential Properties.
 - Staff is nearing completion of a working draft of the amendment. The public outreach and adoption process for this amendment is anticipated in the spring of 2022.
- Sustainability Incentive for an all-electric development.
 - Staff is nearing completion of a working draft of the amendment. The public outreach and adoption process for this amendment is anticipated in the winter of 2021 - 2022.

K. through M.

- Staff has not started working on the K. through M. amendments.

What is a Character Overlay Zone?

A character overlay is a general reference to a zoning tool to provide overlay zoning provisions to a property(ies) for a variety of purposes. Some of the common types/names of character overlays include business, character, conservation, downtown, historic, neighborhood, and preservation. The overlay zone purpose is more important than the generic class or name of overlay types.

The provisions of a character overlay typically include performance objectives to create, preserve and enhance the general appearance and continuity of an area that they are applied. To achieve these objectives, the provisions of the overlay typically include design guidelines, design review processes and modified property development standards. Some overlays may also incorporate additional land uses to allow for specific activities to occur.

Each overlay is customized to the area that it is to be applied and may include provisions that are unique to that area, such as colors, forms, materials, landscaping, architectural styles and architectural vernacular. It is not uncommon for the overlay zone to include historic preservation elements in the overlay provisions in a hybrid format. When historic preservation is included, it is common to include provisions and references to The Secretary of the Interior's Standards for the Treatment of Historic Properties.



CITY OF FLAGSTAFF STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Jeff Bauman, Traffic Engineer
Date: 12/07/2021
Meeting Date: 12/14/2021



TITLE:

Transportation Commission Findings regarding the recommended status of Woody Way

DESIRED OUTCOME:

Determine the status of Woody Way between Presidio and Boulder Pointe.

Options include, but are not limited to:

- Close Woody Way
- Leave Woody Way Open
- Designate Woody Way One Way (Eastbound or Westbound)
- Prohibit Parking on both sides of Woody Way - currently, parking is allowed on the North side
- Install traffic-calming in the vicinity of Woody Way

EXECUTIVE SUMMARY:

When Boulder Pointe was designed, platted, and constructed, there was a short road connection called Woody Way built off the western end of the development for future access between the two neighborhoods of Presidio and Boulder Pointe. In the early 2000s, the Presidio's City Council approved a development agreement with the original developer and based on neighborhood input specified that the gate across Woody Way would be removed at a specified time after project construction began. The main reason for the gate was to prevent heavy construction traffic from going through the Boulder Pointe neighborhood. Since the development activity stopped due to the Great Recession, the original developer filed bankruptcy and no longer exists, all of this made the original development agreement timing no longer applicable. When the project was resurrected by the current developer, the City agreed to leave the gate in place until after 90% of the homes in Presidio had been occupied. The total number of parcels in Presidio is 515. As of October of 2019, 488 building permits had been issued, making Presidio roughly 95% built out.

Working with the Transportation Commission the Woody Way gate was removed in April 2020. Several traffic studies have been conducted that document the gate closed and opened condition on the adjacent streets. The Transportation Commission has held multiple public meetings with the two neighborhoods discussing varying options for Woody Way. Citizens of Boulder Pointe have twice in the calendar year 2021 submitted citizen petitions. On April 20, 2021, City Council heard a Citizen's Petition to close Woody Way, this item was heard by the Transportation Commission on June 2, 2021. The Transportation Commission recommended not closing Woody Way. A second Citizen's Petition was forwarded to the City Council on September 2, 2021, asking that Woody Way be converted to a Westbound One Way roadway, this item was also forwarded to the Transportation Commission. The Transportation Commission invited both neighborhoods to their October 6, 2021, meeting and after

considerable public comment recommends that the City Council keep Woody Way open and recommends the installation of traffic-calming in the form of pavement markings and raised pedestrian crosswalks to minimize the speed of vehicles on Woody Way and the adjacent intersections.

INFORMATION:

Please see attached summary memo.

Attachments: [Project Update](#)
 [Citizen Petition One Way](#)
 [Presentation Woody Way Gate](#)

DATE: December 7, 2021
TO: Mayor and Council
FROM: Jeff Bauman, City Traffic Engineer
SUBJECT: University Avenue traffic calming and Woody Way Gate Overview

When Boulder Pointe was designed, platted and constructed, there was a short road connection called Woody Way built off the western end of the development for future access between the two neighborhoods of Presidio and Boulder Pointe. In the early 2000's the Presidio's City Council approved development agreement with the original developer and based on neighborhood input specified that the gate across Woody Way would be removed at a specified time after project construction began. The main reason for the gate was to prevent heavy construction traffic from going through the Boulder Pointe neighborhood. Since the development activity stopped due to the Great Recession, the original developer filed bankruptcy and no longer exists, all of this made the original development agreement timing no longer applicable. When the project was resurrected by the current developer, the City agreed to leave the gate in place until after 90% of the homes in Presidio had been occupied. The total number of parcels in Presidio is 515. As of October of 2019, 488 building permits had been issued, making Presidio roughly 95% built out.

The Transportation Commission began developing a gate opening plan in December 2019. The Homeowners Associations of both Presidio and Boulder Pointe were both notified in February 2020 of the February Transportation Commission agenda item – Boulder Pointe – Presidio Gate. As a result of that discussion the Transportation Engineering Section committed to performing before and after traffic volume and speed studies to determine if there are any adverse impacts that warrant traffic calming as a result of the gate opening.

The City has an adopted method for determining if a residential neighborhood meets minimum requirements for consideration of traffic calming measures due to high speeds or volumes. The City, with Transportation Commission's concurrence is utilizing the methods defined in the City of Flagstaff's Guidebook for Residential Traffic Management (GRTM) to determine when traffic calming is needed.

Traffic counts before the gate was removed were conducted in Fall 2019 and the City has comprehensive historical counts from Fall 2018.

The gate was removed on April 13, 2020 just after COVID-19 related shutdowns were becoming very widespread. The original plan was to conduct follow-up studies of speeds and volumes to identify significant changes as a result of the gate opening in Fall of 2020. During the Summer of 2020 a resident on University Avenue contacted the City claiming that speeds and volumes on University Avenue had doubled as a result of the gate opening. Summer 2020 is not considered a 'normal' traffic condition due to NAU and public schools being closed, in addition to our concerns of the unknown magnitude of pandemic impacts. But given the public concern the City went ahead and counted vehicles along University Avenue, the results were that traffic volumes had increased by approximately 10% and speeds were unchanged.

Staff presented this information to the Transportation Commission in September 2020 and the TC decided to separate the issues of (existing) speeding on University with potential cut-through traffic volumes related to the gate opening on Woody Way.

University Avenue Traffic Calming

In December 2020 the Transportation Commission invited members of both Presidio and Boulder Pointe to discuss speed mitigation measures that could be implemented in the Spring of 2021 on a trial basis. Those temporary measures were installed in Summer 2021. See the image below of the center island narrowing, not shown are Radar Speed Feedback signs.



Follow-up studies to determine the effectiveness of the temporary installations prior to final design and implementation of permanent calming devices were conducted in 2021. Vehicle volumes on University were relatively unchanged due to the traffic calming devices, but speeds decreased. The Transportation Commission is recommending that traffic calming devices similar to the trail installations be designed, budgeted and constructed. Work to better accommodate cyclists through the traffic calming is ongoing and an update to that design was reviewed with the Transportation Commission on December 1, 2021.

Woody Way Gate

On April 20, 2021 the City Council heard a Citizen's Petition item to re-install the Woody Way gate. The Council did not agree to re-install the gate and pushed the concern to staff. The concern beyond the gate installation is general obedience of traffic control devices, crash patterns/safety, speeding and traffic volumes.

At the June 2, 2021 Transportation Commission meeting the commission also recommended not replacing the gate on Woody Way.

At the September 21, 2021 City Council meeting a second Citizen's Petition was heard regarding Woody Way. This petition asked the City Council to make Woody Way a one-way roadway

westbound. The City Council again asked that the Transportation Commission hold a public meeting to discuss Woody Way and make a recommendation to the City Council with respect to Woody Way.

At the October 6, 2021 Transportation Commission meeting staff presented several options to help the commission formulate a recommendation for the City Council:

- Leave Woody Way open
- Close Woody Way
- Prohibit Parking on both sides of Woody Way – currently parking is allowed on one side
- Make Woody Way a one way roadway (eastbound or westbound)
- Install traffic calming in the vicinity of Woody Way
- Make the Ax Handle / University Avenue loop one way

The Transportation Commission voted unanimously to keep Woody Way open, but to look into some enhancements or traffic calming installations in the vicinity of Woody Way and Axe Handle. Some of the reasons stated for keeping Woody Way open are:

- This is how the subdivisions were platted
- Woody Way is designated a public roadway regardless of driver's origins or destinations
- Emergency response times
- Seems to be more of a driver behavior problem
- Connectivity and safety should not be competing values

At the December 1, 2021 Transportation Commission meeting staff presented a refined look at where vehicles who utilize Woody Way are starting and ending their trips. Staff also presented some enhancements to the Woody Way/Axe Handle and Woody Way/Mission Timber and Highland Mesa/Axe Handle intersections which include stop bars, marked and raised crosswalks.

#2021-08

PETITION TO FLAGSTAFF CITY COUNCIL
Pursuant to Flagstaff City Charter Article II Section 17
and Flagstaff City Code Title I Chapter 12

RECEIVED
AUG 24 2021
BY: 

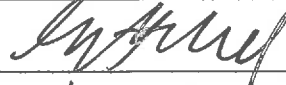




Pursuant to the Flagstaff City Charter and the City Code, any citizen (resident) of the City may present a written petition to the City Manager, signed by a minimum of 25 citizens from the City of Flagstaff, which shall be presented to the City Council.

Title of Issue: Woody Way 880% Increase In Traffic
Action Requested: Designate that Woody Way traffic is a one way street west bound only. Allowing For Emergency Vehicle access.


Printed Name of Submitter: Brianne Hall
(Submitter must also sign below and complete information)

Contact Information: 928-525-4305 briannegrace11@gmail.com
(Phone Number and/or e-mail address)

PETITION SIGNATURES



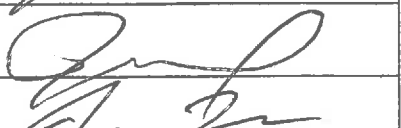
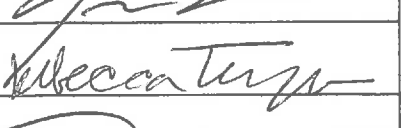

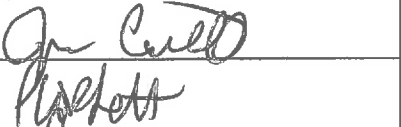
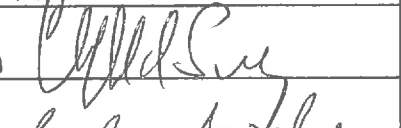
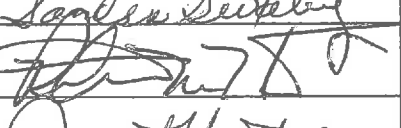


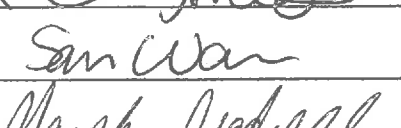
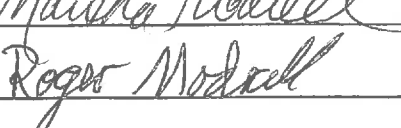



DATE SIGNED	PRINTED NAME	RESIDENCE ADDRESS	SIGNATURE
8-14-21	Brianne Hall	1810 Ax Handle Way	Brianne Hall
8-14-21	Gareth Hall	1810 Ax Handle Way	
8-14-21	Gary Hall	1774 AX HANDLE way	
8-14-21	PRISCILLA HALL	1774 AX HANDLE way	
8-14-21	Melody Bowling	1105 Flowing Springs Tr.	Melody Bowling
8-14-21	Frank Jan	207 E Logan Ct	
8/14/21	Allison Kelley-Schaubert	2103 TOROUGAN CT	A. Kelley-Schaubert
8/14/21	DAVID S SCHAUBERT	2103 TOROUGAN CT	
8/14/21	Keith Cayton	2052 W. Freshaire	Keith Cayton
8/14/21	Ann Cayton	2052 W. Freshaire	Ann Cayton

RECEIVED BY CITY OF FLAGSTAFF

DATE RECEIVED	BY	COUNCIL MEETING DATE
8/24/21		9/21/2021

PETITION TO FLAGSTAFF CITY COUNCIL (Continued)

TITLE OF ISSUE: Woody Way 880% increase in traffic PAGE 2 OF 2

DATE SIGNED	PRINTED NAME	RESIDENCE ADDRESS	SIGNATURE
8/16/21	Ray Friend	1834 Ax Handle Way	
8/16/21	Anne Buhmann	1839 Ax Handle Way	
8-16-21	Rick Buhmann	1839 Ax Handle Way	
8-16-21	KJASON NACKARD	1801 S. HIGHLAND MESA	
8-17-21	JOSH TAYLOR	1863 S HIGHLAND MESA	
8/17/21	Rebecca Taylor	1863 S Highland mesa	
8/18/21	RANCE COONS	1711 Ax Handle Way	
8/18/21	Kristine Coons	1711 Ax Handle Way	
8/18/21	Jason Corbett	1875 Ax Handle Way	
08/18/21	Patricia Corbett	1875 Ax Handle Way	
8/19/2021	CLIFFORD SWABY	1804 S. HIGHLAND MESA RD	
8-19-21	Sandra Swaby	1804 S. Highland Mesa	
8-19-2021	ROBERT HART	1884 AX HANDLE	
8-19-21	Janet Hart	1884 Ax Handle Way	
8/19/2021	GRETA MATJE	2209 S. MAJESTIC RD.	
9/19/2021	Andrew Moore	2209 S. Majestic Rd	
8/19/2021	Karin Woods	2136 S. Highland Mesa	
8/19/2021	Samantha woods	2136 S Highland mesa	
8/20/2021	Marsha Medrell	2005 W. University	
8/20/2021	Roger Medrell	2005 W. University	

Woody Way Gate

December 14, 2021





Presidio Development Agreement

- Presidio development agreement stated gate would be removed at specified time
- Main reason for gate was to prevent heavy construction traffic going through Boulder Pointe neighborhood
- Since Great Recession occurred, original developer no longer exists, and original development agreement timing no longer applied



Looking towards Boulder Pointe



Presidio Current Agreement



Looking towards Presidio

- Presidio was resurrected by a new developer
- City agreed to leave gate closed until 90% of the homes were occupied
- City committed to before and after studies consistent with original development agreement



Citizen Petitions

- City Council received a first Citizen Petition to close Woody Way in April 2021
- Transportation Commission reviewed this request and recommended that Woody Way remain open
- City Council received a second Citizen Petition that was discussed during the Council meeting in September 2021
- City Council voted to not move the FAIR item forward and asked that Staff produce options and present them to Transportation Commission (TC)
- TC would then choose an option, or a combination of options, and make a recommendation to City Council

Cut Through Analysis

- Streetlight Data
 - Data pulled from smart phones and navigation devices in connected vehicles
 - Also utilizes parcel data and digital road network data
- Analyzed:
 - September 2021
 - Tuesday – Thursday
 - AM, Midday, PM peaks



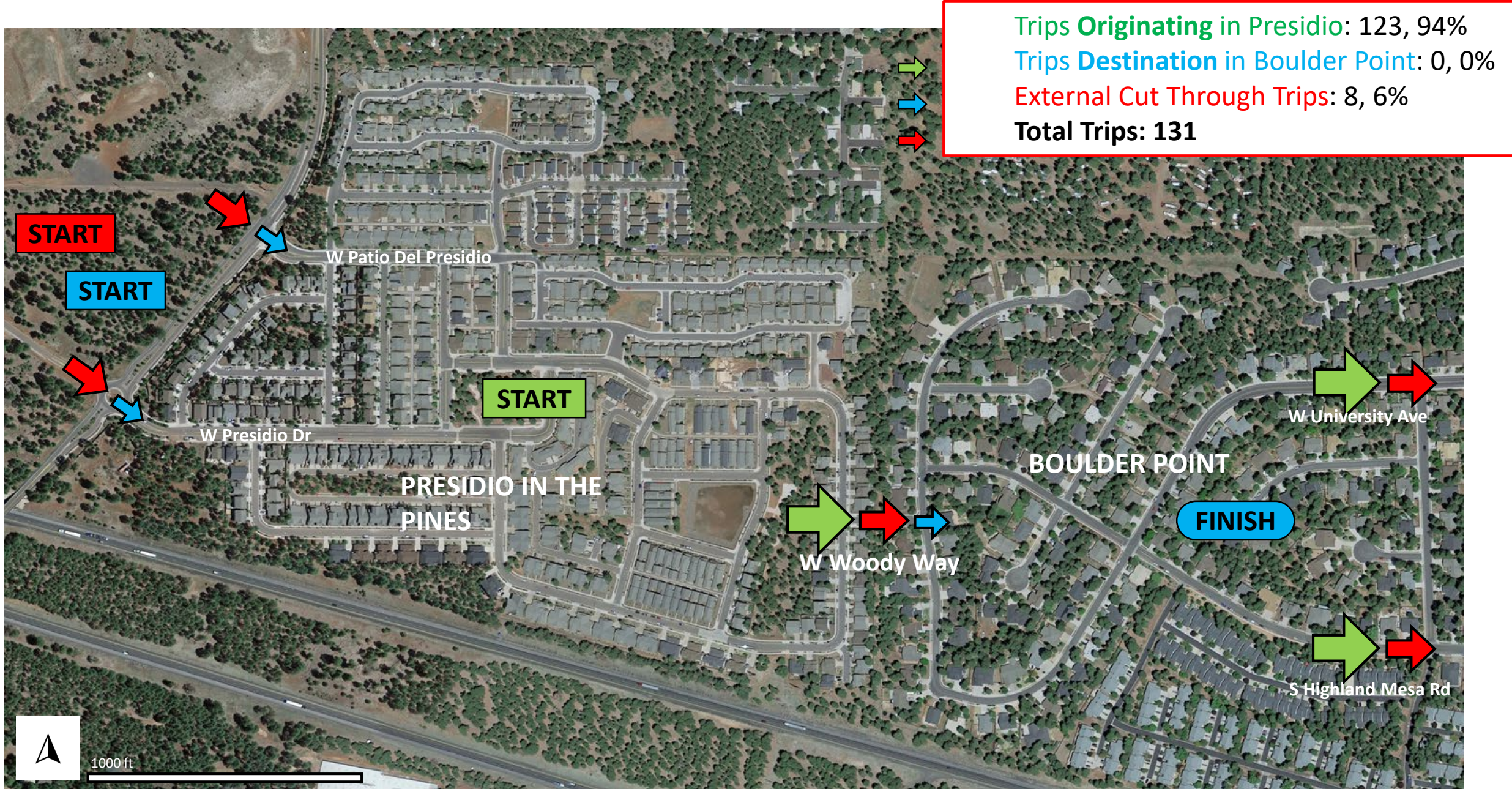


Figure 1: Peak AM (6am-10am) East Bound Cut Through Analysis



Figure 2: Mid-Day (10am-3pm) East Bound Cut Through Analysis



Figure 3: Peak PM (3pm-7pm) East Bound Cut Through Analysis



Figure 4: Peak AM (6am-10am) West Bound Cut Through Analysis



Figure 5: Mid-Day (10am-3pm) West Bound Cut Through Analysis



Figure 6: Peak PM (3pm-7pm) West Bound Cut Through Analysis

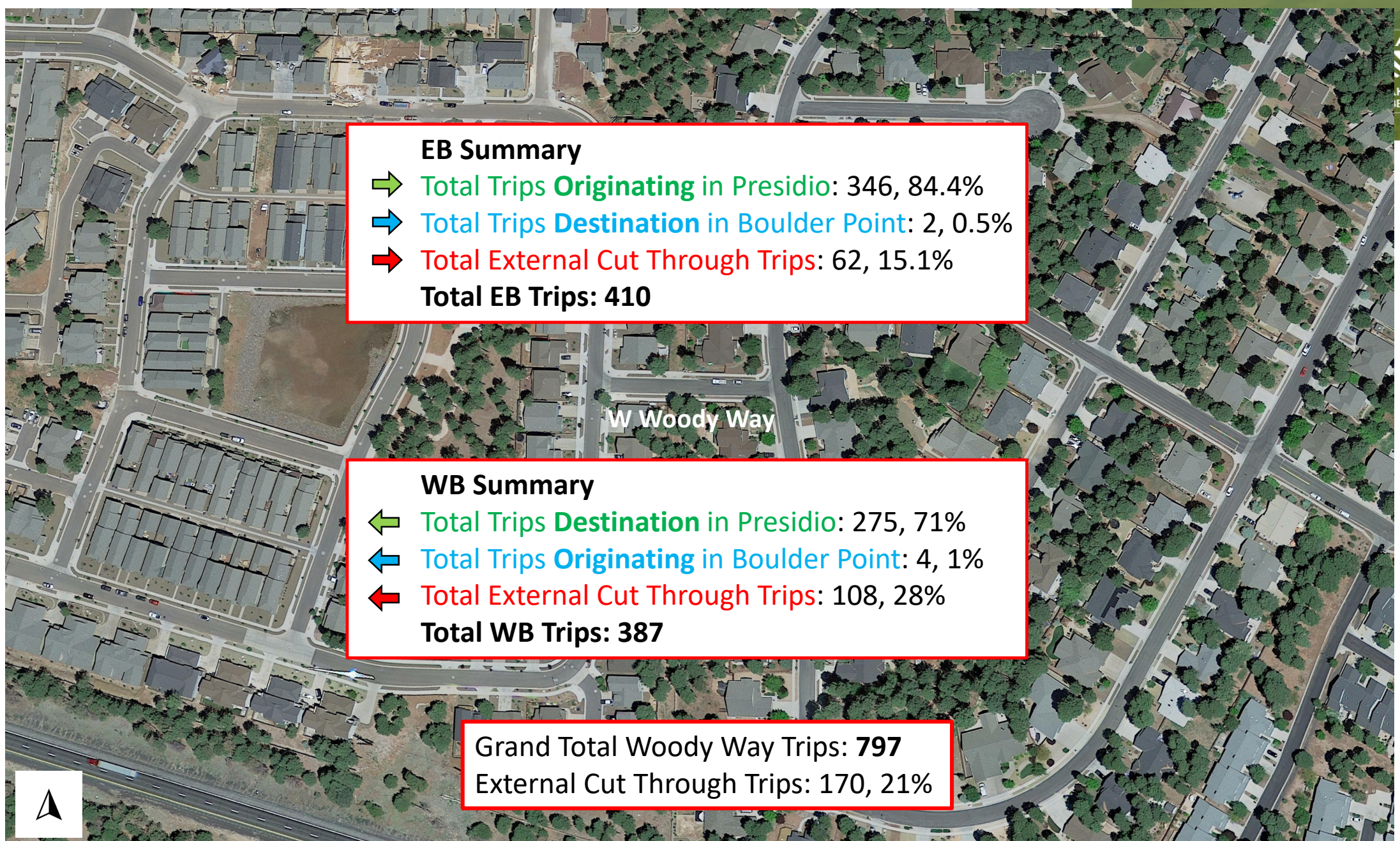


Figure 7: Cut Through Analysis Summary, September 2021, Tu-Th (6am-7pm)

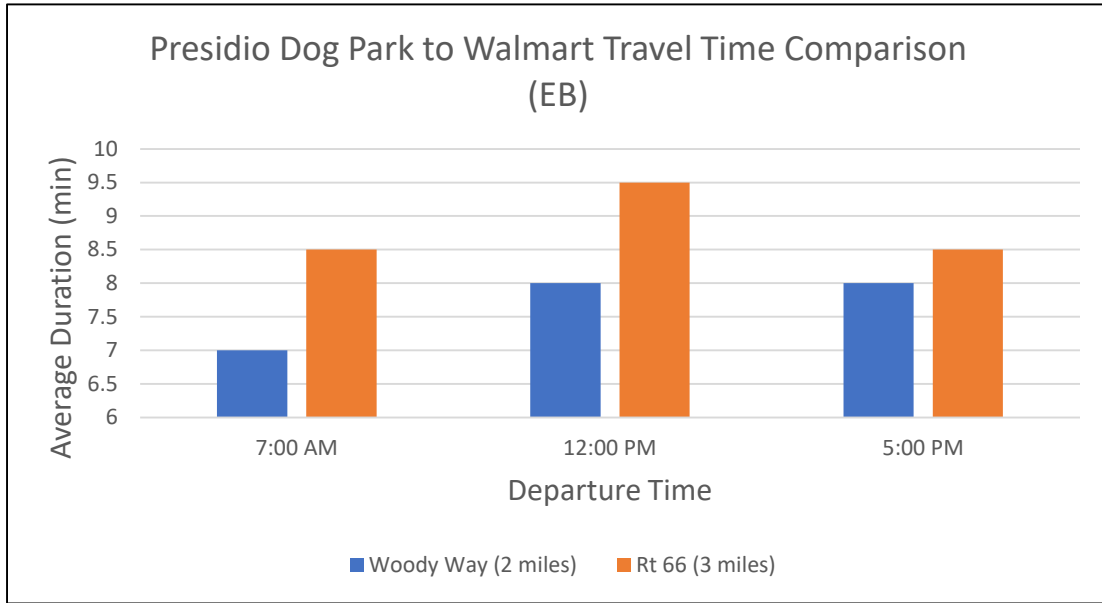


Figure 10: Presidio Dog Park to Walmart Travel Time Comparison (EB)

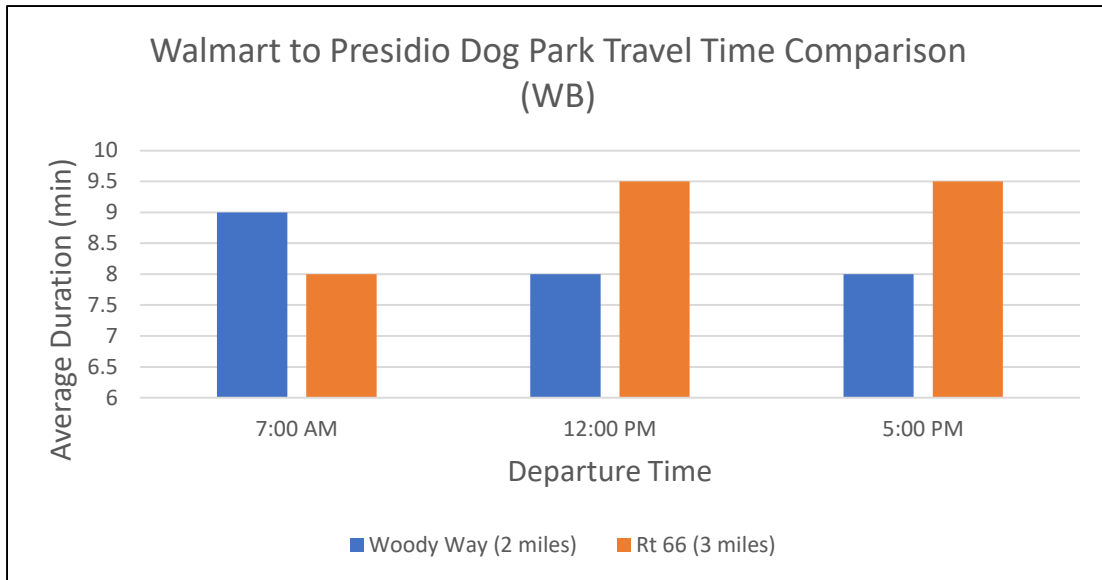


Figure 11: Walmart to Presidio Dog Park Travel Time Comparison (WB)

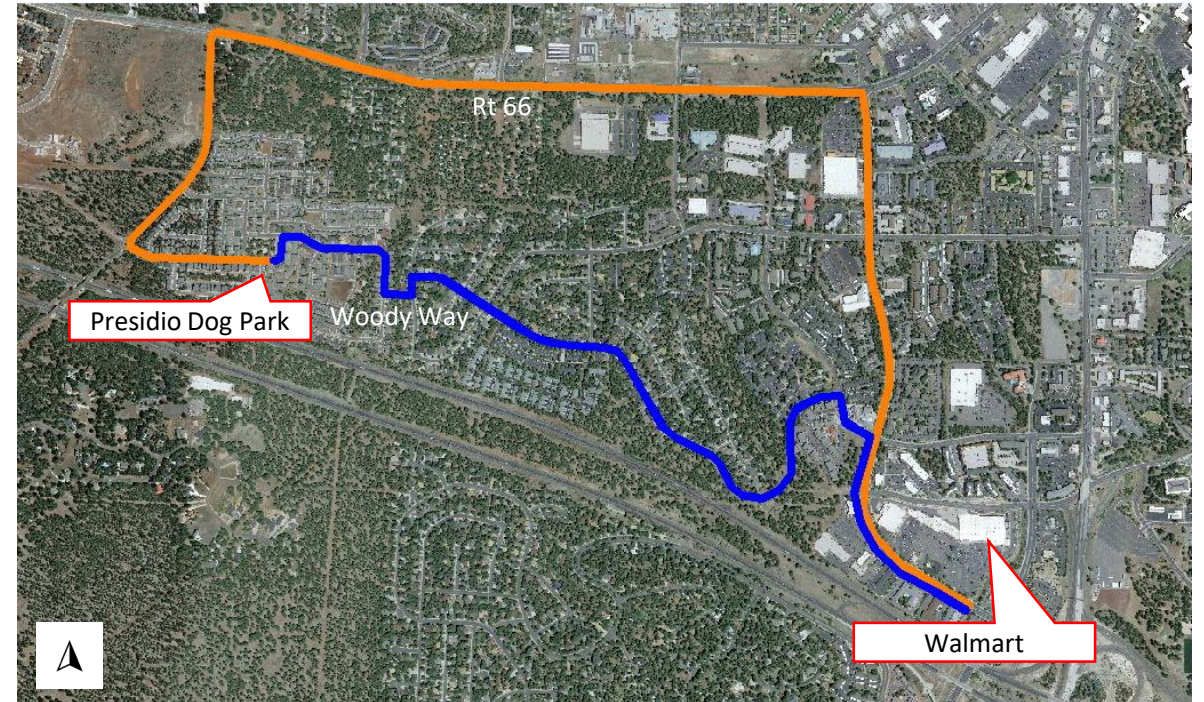


Figure 12: Aerial View of Presidio Dog Park and Walmart



Figure 13: East Bound Cut Through Analysis Summary (AM)[MD]PM



Figure 14: **West Bound** Cut Through Analysis Summary (AM)[MD]PM



What to do with Woody Way?

Options Considered by the Transportation Commission:

- Leave Woody Way open
- Close Woody Way
- Make Woody Way a one-way roadway (eastbound or westbound)
- Prohibit Parking on both sides of Woody Way – Currently parking is prohibited on the south side
- Install traffic calming in the vicinity of Woody Way
- Make the Ax Handle/University Ave. loop one-way (diverters)



Recommendation to City Council

- Leave Woody Way open with additional calming features
 - This is how the subdivisions were platted
 - Woody Way is designated as a public roadway regardless of driver's origin/destinations
 - Emergency response times
 - Seems to be more of a behavior problem
 - Connectivity and safety should not be competing values
 - Asked Staff to consider other mitigation options in the vicinity
 - Signage, striping, enforcement, safety of resident at T-intersection



Mitigation Considerations

Boulders at Highland Mesa & Ax Handle (T-intersection)





Mitigation Considerations

Raised Crosswalks & Striping

Option for Highland Mesa & Ax Handle and
Woody Way & Ax Handle and Woody Way &
Mission Timber



Example of raised crosswalk at stop-controlled intersection





Summary of Mitigation Proposal



Options

- Boulders in parkway
- Raised Crosswalk at T-intersections
- Striping – stop bars & double yellow centerlines
- Remove all parking on Woody Way

Questions & Discussion

