



**Community Development Department
Planning and Development Services**

Date: January 26, 2021
TO: Planning and Zoning Commission
FROM: Dan Symer, AICP, Zoning Code Manager
Through: Alaxandra Pucciarelli, Current Planning Manager
RE: Planning and Zoning Commission Work Session

I. **Request:**

Case No. PZ-21-00019: Request for a work session with the Planning and Zoning Commission to discuss the City's request to amend the Zoning Code to incorporate provisions into the Affordable Housing Incentives that would allow the City Council to approve modifications to the Property Development Standards and to allow modifications to the parking requirements to be less than one space per dwelling.

II. **Purpose of the Work Session:**

The work session with the Planning and Zoning Commission is required as a "Citizen Review Session" in compliance with Section 10-20.50.040 (Procedures) of the Zoning Code and applicable state law. The purpose of the work session is for staff to present an overview of the proposed amendment, to allow interested residents to provide their ideas, suggestions, and concerns, and for the Commission to ask questions, seek clarification, and discuss the amendment, as well as offer alternate suggestions and ideas. The Commission will take no action at this work session. After the work session, staff will revise the proposed amendment. The amendment will then be presented to the Commission at a public hearing for consideration and action. Once a recommendation is received, a public hearing will be scheduled with the City Council. The anticipated timeline for the amendments is as follows:

- February 9, 2021 – City Council Work Session
- February 10, 2021 – Planning and Zoning Commission Work Session
- February 24, 2021 – Potential Planning and Zoning Commission Public Hearing
- February 25, 2021 – Housing Commission
- March 2, 2021 – Potential City Council Public Hearing (1st Reading of Ordinance)
- March 16, 2021 – Potential City Council Public Hearing (2nd Reading of Ordinance/Adoption)

III. **Overview of Proposed Amendment:**

The proposed amendment (Attachment 1) incorporates provisions into the Affordable Housing Incentives that would allow the City Council to approve modifications to the Property Development Standards (e.g., area, width, lot size, setback open space, etc.), excluding building height, density, outdoor lighting, and sign related provisions. The provisions would be applicable to affordable

housing developments that provide 100% of the dwelling units to persons or families with a whole income equal to 80% or less of the area median income for the City of Flagstaff.

The intent of the proposed provisions is to allow property owners of affordable housing developments to request modifications to the Property Development Standards that may not easily be addressed as part of the design. Also, it allows for alternative design solutions. Another example of a modification could be a change to the parking requirements to a rate that is less than one space per dwelling unit and is more appropriate for the development, such as the parking requirements for an affordable housing senior living development.

To approve a request to modify the Property Development Standards, the City Council will be required to find that the incorporated findings have been met. In summary, these findings are to ensure that the modification to the Property Development Standards: maintain consistency with the Regional Plan (General Plan); will not cause health, safety, convenience, welfare, or hazard; maintain consistency with other developments that exist in the area; and, are similar in quality to other developments that are available to the public at market rate.

IV. **Findings:**

At the February 24, 2021 Planning and Zoning Commission meeting, the Commission will be requested to make a recommendation to the City Council on the proposed amendments based on the required findings specified in the Zoning Code. For your reference and discussion purposes, the required findings are specified below.

1. The proposed amendment is consistent with and conforms to the objectives and policies of the General Plan and any applicable specific plan;
2. The proposed amendment will not be detrimental to the public interest, health, safety, convenience, or welfare of the City; and
3. The proposed amendment is internally consistent with other applicable provisions of this Zoning Code.

V. **Community Involvement**

In accordance with Arizona Revised Statutes and the Zoning Code, the work session before the Planning and Zoning Commission was advertised in the Arizona Daily Sun on January 26, 2021, which is 15 days before the scheduled meeting date.

As of the date of this memorandum, staff has not received any public comments on the proposed amendment.

VII. **Conclusion:**

As indicated above, the purpose of the work session is for staff to present an overview of the Zoning Code's proposed amendment and allow interested individuals, residents, and business owners to provide comments. Also, the work session allows for the Commission to ask questions, seek clarification, have discussions, and offer comments on the proposed amendment. No formal recommendation or action by the Commission to the City Council is to occur at the work session. Additional opportunities for discussion, public comment, and action by the Commission will occur at a future public hearing.

Attachments:

1. Case No. PZ-21-00019 Zoning Code Text Amendment - 2021: Affordable Housing Modified Development Standards