

REICH BROS.

Conditional Use Permit (PZ-20-00071-05)

Citizen Participation Report

1600 EAST BUTLER AVENUE

Submitted: April 23, 2021

Project Overview. 1600 E Butler Ave, LLC d/b/a Reich Bros. owns the approximate 12.70 gross/net acres of property located at 1600 East Butler Avenue, also known as Coconino County Assessor Parcel Numbers 104-07-001C and -005M (“Overall Property”). Reich Bros. is proposing a Conditional Use Permit application (“CUP”) to redevelop the south approximately 7.71 acres of the Overall Property for “General Retail” and “Restaurant or Cafe” uses. See [Aerial Map](#) below. The Overall Property is zoned Light Industrial (LI) and is not subject to any zoning overlays. Existing improvements on the Overall Property include the former SCA tissue manufacturing facility, which closed in June 2017. The Property has remained vacant since.

This Citizen Participation Report is being submitted to the City of Flagstaff in accordance with Section 10-20.30.060.F to document recent outreach efforts informing nearby property owners and interested citizens of the proposed CUP.



Aerial Map

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Submitted: April 23, 2021

April 12, 2021 Virtual Neighborhood Meeting

In accordance with Section 10-20.30.060.A of the Zoning Code, Reich Bros. and its consultants held a Neighborhood Meeting on April 12, 2021 at 6:00 p.m. The Neighborhood Meeting was held via the Zoom virtual meeting platform. Details of the noticing, posting, and meeting summary are as follows:

Mailing Notification. In accordance with Section 10-20.30.060.D.3-.5 of the Zoning Code, a Notice of Neighborhood Meeting letter was mailed via first class mail more than fifteen (15) calendar days prior to the Neighborhood Meeting to each real property owner within 300 feet as shown on the last assessment of the property; the owner of the Overall Property; and property owners' associations and homeowner's associations within a 1,000-foot radius; and individuals, groups, etc. on the City's "Registry of Persons and Groups" as provided by the City (collectively, "Affected Parties"). The notification letter set forth the purpose and substance of the proposed application, the time, date, and virtual meeting access instructions for the Neighborhood Meeting, and contact information for Ms. Tiffany Antol, City Planner assigned to the Application, and Gammage & Burnham, PLC, the Applicant's Representative.

See Tab A—Notification Letter, Tab B—Affected Parties Mailing List, and Tab C—Affidavit of Neighborhood Meeting Notification.

Site Posting Notification. In accordance with Section 10-20.30.060.D.6 of the Zoning Code, Reich Bros. installed a sign along the Butler Avenue frontage setting forth the purpose, time, date, and virtual meeting access instructions for the Neighborhood Meeting. The sign was posted on the Property on March 26, 2021, ten (10) business days prior to the Neighborhood Meeting. See Tab D – Affidavit and Photo of Sign Posting.

Meeting Summary. The Neighborhood Meeting was held on April 12, 2021 at 6:00 p.m. The meeting was held via the Zoom virtual meeting platform, and consisted of a formal presentation followed by a question/answer and comment session. Five (5) members of the public registered for and attended the meeting. The attendee registration list is attached at Tab E.

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Submitted: April 23, 2021

Lindsay Schube of Gammage & Burnham, PLC, the Applicant's Representative, provided a formal presentation, which included presentation of the site plan and renderings, as well as discussion of the overall phasing and development plan.

Ms. Schube and other members of the development team responded to questions and comments from Tyler Denham, an interested citizen who lives near the site, regarding the plausibility of residential development at this site, Arizona Trail (FUTS) connectivity, parking, and civic space landscaping.

Ms. Schube responded that the CUP application is tied to a City approved Concept Plan and pending Site Plan application for the current development proposal. She further explained that the proposed parking has been reviewed and approved by the City and complies with the City's parking requirements. Ms. Antol addressed the trail connectivity, explaining that the connection point closest to the site is on the south side of Butler Avenue, and that this development proposal does not interrupt the trail system. In response to questions about civic space, Ms. Schube explained that the landscaping along Butler Avenue is planned to include a seating area, pathways, and landscaping, intended to activate the streetscape.

Diane Jacks, a meeting attendee, asked about the project timeline. Ms. Schube indicated that the Applicant intends to begin construction as soon as it obtains all necessary approvals from the City. Ms. Jacks also asked about the existing structures on the site. Ms. Schube responded that the existing structures would be demolished out of safety concerns. Finally, Ms. Jacks also asked about the nature of the industrial activity on the north portion of the Property, to which Ms. Schube answered that an end user has not yet been identified.

The meeting concluded at approximately 6:45 p.m.

In accordance with Section 10-20.30.060.G of the Zoning Code, the City has waived the requirement for a second neighborhood meeting.

TAB A

Notification Letter

GAMMAGE & BURNHAM, PLC
ATTORNEYS AT LAW
40 NORTH CENTRAL AVENUE
20TH FLOOR
PHOENIX, ARIZONA 85004

March 26, 2021

Lindsay C. Schube
lschube@gblaw.com

(602) 256-4471

Dear Property Owner, Neighborhood Association, or Interested Citizen,

1600 E Butler Ave LLC d/b/a Reich Brothers LLC (“Reich Bros.”) is proposing to redevelop the south +/- 7.71 acres of an overall 12 acre property located at 1600 East Butler Avenue (“Property”). The Property is the former SCA tissue manufacturing facility, which closed in 2017. As a development company with extensive experience redeveloping underutilized and vacant properties, Reich Bros. is proposing a new commercial and retail development on the south portion of the Property along the Butler Avenue frontage.

In order to facilitate the redevelopment of the Property, we filed Conditional Use Permit application no. PZ-20-00071-05 (“CUP”) with the City of Flagstaff to allow for “General Retail” and “Restaurant/Cafe” uses on Property. The development is planned to include a retail anchor building and a multi-tenant building capable of supporting a variety of commercial/retail, restaurant, and/or service uses. See enclosed Site Plan and Building Elevations.

We have scheduled a virtual neighborhood meeting to discuss the proposed CUP. The meeting details are as follows:

Meeting:	1600 East Butler Avenue Virtual Neighborhood Meeting
Location:	Meeting to be held <u>virtually in Zoom</u> .
Registration Link:	www.gblaw.com/1600eastbutler
Date and Time:	Monday, April 12, 2021 at 6:00 PM

Instructions for Access to Virtual Neighborhood Meeting. The neighborhood meeting will be held on the Zoom video conferencing platform, which can be accessed through your internet browser or through the Zoom app on your mobile device via the above link. For registration assistance, please contact **Ellie Brundige, Land Use Planner** at (602) 256-4409 or ebrundige@gblaw.com.

Please note, to participate in the meeting, you will be required to first access the above **Registration Link**. The meeting registration information will be part of the public record and shared with the City. We will also use this information to keep you informed of future meetings and hearings via email, as well as traditional mail. At the beginning of the neighborhood meeting, we will provide a brief overview of the meeting procedures and instructions for asking questions once the formal presentation has concluded.

1600 East Butler Avenue
Neighborhood Meeting Notice
March 26, 2021
Page 2

Please be advised that a future hearing before the Planning & Zoning Commission will be scheduled to review this case. A specific hearing date has not yet been set. An additional notification letter will be provided identifying the date, time, and location of this hearing.

The City Planner assigned to this case is Tiffany Antol. Ms. Antol can be reached at (928) 213-2605 or TAntol@flagstaffaz.gov. She can answer your questions regarding the City's review and hearing process.

Should you have any questions, please do not hesitate to contact me at (602) 256-4471 or lschube@gblaw.com. Thank you.

Sincerely,

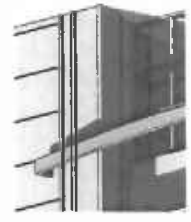
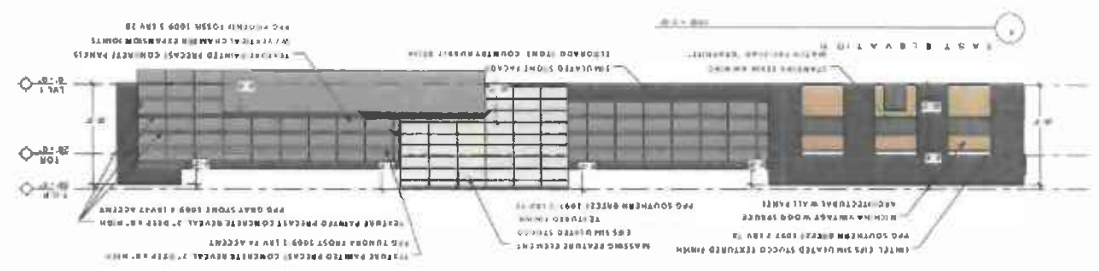
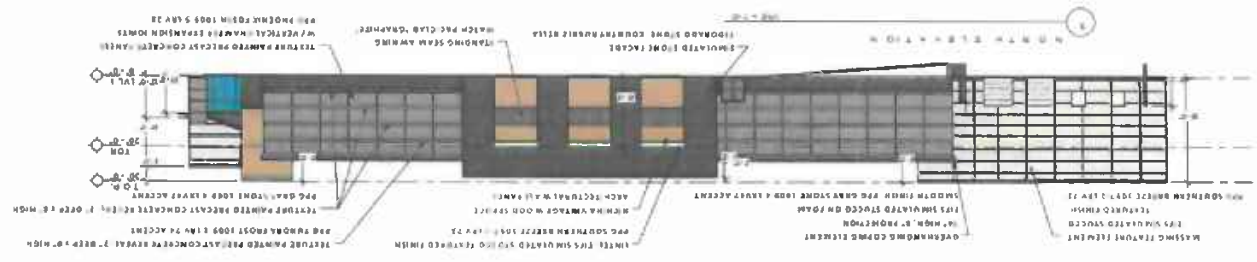
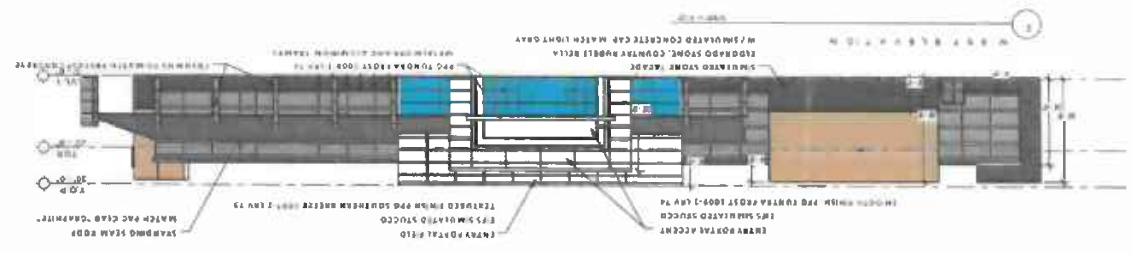
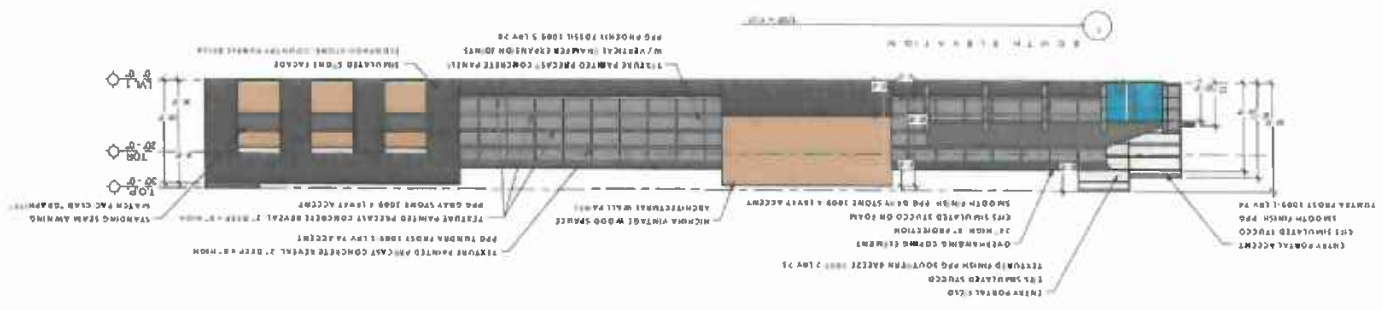
GAMMAGE & BURNHAM, P.L.C.



By

Lindsay C. Schube

LCS/sr
Enclosure



GENERAL NOTES

- A EAST ELEVATION
- B WEST ELEVATION
- C NORTH ELEVATION
- D SOUTH ELEVATION
- E FINISH AREA
- F FINISH AREA
- G FINISH AREA
- H FINISH AREA
- I FINISH AREA
- J FINISH AREA
- K FINISH AREA
- L FINISH AREA
- M FINISH AREA
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- O FINISH AREA
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- Q FINISH AREA
- R FINISH AREA
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- U FINISH AREA
- V FINISH AREA
- W FINISH AREA
- X FINISH AREA
- Y FINISH AREA
- Z FINISH AREA



PROJECT: 20088
 SHEET: 04-110
 DRAWING: 04
 CHECKED BY: JWA
 DATE: 02/20/15

TAB B

Affected Parties Mailing List

1600 East Butler Avenue
 Conditional Use Permit (PZ-20-00071-05)
 March 26, 2021 Notification of Neighborhood Meeting Mailing List

PROPERTY OWNERS WITHIN 300 FEET					
PROPERTY OWNER	COCONINO COUNTY APN	MAILING ADDRESS	CITY	STATE	ZIP
1850 EAST BUTLER LLC	10601012B	1524 W WILLIAMS DR NO 115	PHOENIX	AZ	85027
ASPEN LLC	10413012	PO BOX 789	FLAGSTAFF	AZ	86002
BNSF RAILWAY COMPANY	10406009D, 10406009B, 10601009B	PROPERTY TAX DEPARTMENT PO BOX 961089	FORT WORTH	TX	76161-0089
BUS STATION LLC	10413013A	PO BOX 789	FLAGSTAFF	AZ	86002
D & E BRACKIN LP	10413005N	7705 E DOUBLETREE RANCH RD NO 39	SCOTTSDALE	AZ	85258
DON DAN & DAVE SMITH LLC	10407002B	208 S COUNTRY CLUB DR	MESA	AZ	85210
FLAGSTAFF CITY OF	10601011N, 10406009E, 10406009C, 10601011J, 10601009C	211 W ASPEN AVE	FLAGSTAFF	AZ	86001
FLORES DAVID EDWARD	10413014	PO BOX 2817	FLAGSTAFF	AZ	86003
HYKSTRA LLC	10407002C	PO BOX 818	FLAGSTAFF	AZ	86002
KRAISORN INVESTMENT LLC	10413010	4140 E WOODBRIDGE LN	FLAGSTAFF	AZ	86004
MOFFATT INDUSTRIES LLC	10413011	5715 N CAMELDALE WAY	PARADISE VALLEY	AZ	85353
PEWITT DONALD E FAMILY TRUST DTD 07-18-85	10602003	14426 N 15TH ST	PHOENIX	AZ	85022
SCFLAGSTAFF LLC	10602002B	PO BOX 8050 MS 0555	BENTONVILLE	AR	72716
UNISOURCE ENERGY CORPORATION	10413004A	PO BOX 711 MAIL STOP HQW802	TUCSON	AZ	85702-0711
VERIZON WIRELESS	10413005J	PO BOX 635	BASKING RIDGE	NJ	7920
WALLACE WAYNE EDWARD & ROBERTA SHARBER	10413009C	420 W ROOSEVELT ST	PHOENIX	AZ	85003
1600 E BUTLER AVE LLC	10407001C and 10407005M	15 RESERVOIR RD	WHITE PLAINS	NY	10603
HOMEOWNERS' ASSOCIATIONS WITHIN 1,000 FT					
		MAILING ADDRESS	CITY	STATE	ZIP
SWITZER MESA SUBDIVISION HOMEOWNER ASSOC	10142070	323 S RIVER RUN RD STE 1	FLAGSTAFF	AZ	86001
CITY REGISTRY OF INTERESTED PERSONS					
		MAILING ADDRESS	CITY	STATE	ZIP
FRIENDS OF FLAGSTAFF'S FUTURE		P.O. BOX 23462	FLAGSTAFF	AZ	86002
MICHELE A. JAMES, EXECUTIVE DIRECTOR FRIENDS OF FLAGSTAFF'S FUTURE		P.O. BOX 23462	FLAGSTAFF	AZ	86002
NORTHERN ARIZONA BUILDING ASSOCIATION		1500 EAST CEDAR AVENUE, SUITE 86	FLAGSTAFF	AZ	86004
NORTHERN ARIZONA ASSOCIATION OF REALTORS, JEFFREY HERD		1515 EAST CEDAR AVENUE, SUITE C-4	FLAGSTAFF	AZ	86004
TISH BOGAN-OZMUN		5271 MT. PLEASANT DRIVE	FLAGSTAFF	AZ	86004
MARILYN WEISSMAN		1055 EAST APPLE WAY	FLAGSTAFF	AZ	86001
MAURY HERMAN COAST AND MOUNTAIN PROPERTIES		3 NORTH LEROUX STREET	FLAGSTAFF	AZ	86001
NAT WHITE		1120 NORTH ROCKRIDGE ROAD	FLAGSTAFF	AZ	86001
CHARLIE SILVER		720 WEST ASPEN AVENUE	FLAGSTAFF	AZ	86001
BETSY MCKELLAR		330 S ASH LANE	FLAGSTAFF	AZ	86004
DAVID CARPENTER		495 S RIVER RUN SUITE 100	FLAGSTAFF	AZ	86001
DOREDA COLEMAN ARIZONA ARMY NATIONAL GUARD, AZAA-FMO		5636 E MCDOWELL RD, M5330	PHOENIX	AZ	85008
MARY BETH DREUSIKE US NAVY, INTERGOVERNMENTAL BRANCH		850 PACIFIC HIGHWAY BUILDING 1 - 5TH FLOOR, SUITE 513	SAN DIEGO	CA	92132

1600 East Butler Avenue
 Conditional Use Permit (PZ-20-00071-05)
 March 26, 2021 Notification of Neighborhood Meeting Mailing List

CELIA BAROTZ		3354 N CREST STREET	FLAGSTAFF	AZ	86001
NORM WALLEN		3716 N GRANDVIEW	FLAGSTAFF	AZ	86004
JAY CHRISTELMAN COCONINO COUNTY COMMUNITY DEVELOPMENT		2500 N FORT VALLEY RD BLDG 1	FLAGSTAFF	AZ	86001-1287
TYLER DENHAM		800 W FOREST MEADOWS ST, APT 119	FLAGSTAFF	AZ	86001
JESS MCNEELY COCONINO COUNTY COMMUNITY DEVELOPMENT		2500 N FORT VALLEY RD BLDG 1	FLAGSTAFF	AZ	86001-1287
STEVE FINCH FLAGSTAFF LODGING, RESTAURANT & TOURISM ASSOC		PO BOX 30622	FLAGSTAFF	AZ	86003
ADRIAN SKABELUND		819 WEST GRAND CANYON AVE	FLAGSTAFF	AZ	86001
RACHEL BASS		3083 W. EASTERDAY LANE	FLAGSTAFF	AZ	86001
OTHER INTERESTED PARTIES					
		MAILING ADDRESS	CITY	STATE	ZIP
TIFFANY ANTOL CITY OF FLAGSTAFF		211 W. ASPEN AVE.	FLAGSTAFF	AZ	86001
COCONINO COUNTY		2500 N. FORT VALLEY ROAD	FLAGSTAFF	AZ	86001
GAMMAGE & BURNHAM, PLC ATTN: NICHOLAS SOBRASKE		40 NORTH CENTRAL AVE, 20TH FLOOR	PHOENIX	AZ	85004

TAB C

Affidavit of Neighborhood Meeting Notification

Affidavit of Neighborhood Meeting Notification

Case Number: PZ-20-00071-05

Project Name: 1600 E. Butler Avenue Redevelopment

Applicant Name: Reich Brothers LLC

Location: 1600 East Butler Avenue

On behalf of the applicant, I hereby confirm that the neighborhood meeting notification was completed as detailed in Section 10-20.30.060 of the City of Flagstaff Zoning Code.

Applicant's/Representative's Signature: 

SUBSCRIBED AND SWORN before me this 22nd day of April, 2021 by: Nicholas Sobraske


Notary Public



SHERIDAN ROMINE
Notary Public - Arizona
Maricopa Co. / #566111
Expires 06/31/2023

My Commission Expires:
5/31/2023

TAB D

Affidavit and Photo of Sign Posting

Affidavit of Neighborhood Meeting Sign Posting

Case Number: PZ-20-00071-05

Project Name: 1600 E. Butler Avenue Redevelopment

Applicant Name: Reich Brothers LLC

Location: 1600 East Butler Avenue

On behalf of the applicant, I hereby confirm that the site has been posted as detailed in Section 10-20.30.060 of the City of Flagstaff Zoning Code.

Applicant's/Representative's Signature: 

SUBSCRIBED AND SWORN before me this 22nd day of April, 2021 by: Nicholas Sobraske


Notary Public



SHERIDAN ROMINE
Notary Public - Arizona
Maricopa Co. / #566111
Expires 05/31/2023

My Commission Expires:
5/31/2023

CITY OF FLAGSTAFF
NOTICE OF NEIGHBORHOOD MEETING FOR A
CONDITIONAL USE PERMIT (PZ-20-00071-05)

1600 E Butler Ave, LLC is requesting a Conditional Use Permit for +/- 7.71 acres located at 1600 East Butler Avenue to allow for "General Retail" and "Restaurant/Cafe" uses within the Light Industrial—LI zoning district.

When:	April 12, 2021 at 6:00 PM
Where:	Meeting to be held virtually Join Zoom Meeting: www.gbaw.com/1600eastbutler
Representative Contact:	Lindsay C. Schube, Gammage & Burnham PLC (602) 256-4471
City Contact:	Tiffany Antol, Community Development Director (928) 213-2605

Mar 26, 2021 1:53:36 PM
1609 East Butler Avenue
Flagstaff
Coconino County
Arizona

TAB E

Neighborhood Meeting Attendee Registration Sheet

April 12, 2021 Neighborhood Meeting Attendees
1600 East Butler Avenue Redevelopment (PZ-20-00071-05)

Attendee Name	Address	City	State	ZIP
Tyler Denham	800 W. Forest Meadows St	Flagstaff	AZ	86001
Ed Flores	1509 E Butler Ave	Flagstaff	AZ	86001
Diane Jacks	6510 Carols Pl	Flagstaff	AZ	86004
Brandon Smith	208 S. Country Club Dr	Mesa	AZ	85210
Donald Smith	208 S Country Club	Mesa	AZ	85210