



City of Flagstaff
Community Development
Site Plan Review Comments

Project Name: Lowell Observatory Astronomy Discovery Center **Date:** June 9, 2021
Project No.: PZ-19-00233-01
Project Address: 1400 W Mars Hill Road
Application Type: Site Plan
Review Type: Conditions of Approval
Project Manager: Tiffany Antol
E-mail: tantol@flagstaffaz.gov
Phone: 928-213-2605
Status of Review: **Approved with Conditions**

CONDITIONS/COMMENTS:

Fire Prevention: Kent Snide

Approved with Conditions 04/30/2020

1. Secondary access shall be provided.

Public Works: Scott Overton

Approved 04/20/2020

No Comments

Substantive Traffic: Reid Miller

Approved 04/09/2020

No Comments

Water Services: Jim Davis

Approved 04/08/2020

No Comments

Housing: Jennifer Mikelson

Approved 04/09/2020

No Comments

Building & Safety: Victoria St. Clair

Approved with Conditions 04/29/2020

Conditions of Site Plan Approval

1. A commercial building permit is required. Standard building permit submittal requirements can be obtained from the Community Development front counter at Flagstaff City Hall or on the City of Flagstaff website. <https://www.flagstaff.az.gov/494/Building-Safety>
2. Documentation of the parcel combination/boundary modification shall be submitted prior to issuance of Building Permit Application.



City of Flagstaff Community Development Site Plan Review Comments

General Comments

1. EV-Ready parking spaces are required per City of Flagstaff Amendments to the 2018 IBC, Section 429. Indicate the required quantity in parking calculations and locate on site plan at Engineering Plan and Building Permit Reviews.
2. The Building Safety Program reserves the right to make additional comments during actual plan submittal and review of building permit applications.

Sustainability: Jenny Niemann

Approved 04/29/2020

1. Staff encourages close coordination between Lowell and the COF Open Space team as Lowell moves forward in its Master Plan process beyond the Astronomy Discovery Center. We recognize that Lowell has significant plans for its campus and hope to continue collaborating with Lowell on the future of Observatory Mesa and how the Lowell campus will relate to the City of Flagstaff Open Space parcels. We look forward to an update on Lowell's Master Plan process. The applicant is encouraged to contact Nicole Antonopoulos, Sustainability Manager, at NAntonopoulos@flagstaffaz.gov, and Robert Wallace, Open Space Specialist, at Robert.Wallace@flagstaffaz.gov, in the City of Flagstaff Sustainability Section to discuss Lowell's plans as they evolve.
2. The project narrative indicates "In the future, when Section 17 lands to the west are developed, the ultimate Mars Hill Road extension will be constructed to handle the demands of associated development at that time. A full time second public access to both city and Lowell lands will be established at that time." In addition, prior site plans indicated plans to connect to Forest Service Road 515. City staff wish to clarify that these plans are not included under the current ADC submittal and approval process. This road extension and access to City lands will necessitate submittal of an updated master site plan. This extension will raise many questions about impacts to protected Open Space lands and will require close collaboration with the City.
3. The current plans outline significant accommodation for car travel up Mars Hill Road, and an anticipated increase in car traffic to Lowell. Staff encourage Lowell to also consider how it will accommodate non-car travel to Lowell Observatory, to both serve a wider swath of the population and to decrease greenhouse gas emissions. While Lowell's historic location on Mars Hill creates unique challenges, there are many best practices in encouraging a wide range of transportation options to access institutions by both visitors and employees. Staff strongly recommends the development of an alternative transportation plan to increase access to the campus by non-car modes. Staff is available to assist Lowell in this process.
4. As previously noted, the applicant is encouraged to consider food waste collection and compost service in the design of the cafe kitchen and waste management plan, in light of the statement that most waste will be from the cafe. Design of the building is the ideal time to consider three waste streams in the kitchen and/or food prep areas, which includes trash, recycling, and food waste collection. Food waste collection for composting is a cost-effective way to significantly reduce Lowell's carbon emissions.
5. As previously noted, the applicant is encouraged to consider the installation of solar panels, also known as photovoltaic, or PV panels, on available roof space of the Astronomy Discovery Center. While we understand that the roof will be designed to anticipate installation of future PV systems, according to code, Lowell is encouraged to consider installing PV systems at construction, when PV panel installation is most cost-effective. Large buildings such as the ADC are the Flagstaff community's best opportunity for the installation of solar infrastructure within city limits.



City of Flagstaff
Community Development
Site Plan Review Comments

Parks: Amy Hagin

Approved 04/27/2020

No Comments

Stormwater: Douglas Slover

Approved 06/04/2020

Future Submittal Requirements

1. Provide final drainage report with Civil Plan Submittal.
2. Provide LID O&M with Civil Plan submittal.
3. Provide Erosion Control Plan with Civil submittal.

Current Planning: Alaxandra Pucciarelli

Approved with Conditions 06/09/2021

Conditions of Approval:

1. Any expansion or alteration of the approved site plan or exterior elevations, unless necessary to comply with these conditions of approval, may require site plan review and approval prior to building permit submittal. Future proposed improvements beyond what is depicted in the current Site Plan scope shall require a Concept and Site Plan application submittal, as determined by the Planning & Development division.
2. A recorded easement must be provided allowing emergency secondary access, prior to civil permit issuance.
3. The Development Master Plan shall be kept up to date by the owner and submitted to the city for review as future modifications take place, whether in the project area or outside the project area.
4. Bicycle parking racks shall be provided per the City of Flagstaff standards. Detailed bicycle rack information shall be provided in conjunction with the building permit application.
5. An Outdoor Lighting Permit with light fixture cut sheets and lumen calculation table shall be submitted in conjunction with the building permit application.
6. Any mechanical equipment or utility cabinets not shown on the approved site plan necessary to complete the project will be required to be screened from the public right-of-way. This includes any roof mounted equipment or cabinets located along the property frontage including the right-of-way.
7. A Conditional Use Permit is required prior to the submittal of civil plans or a building permit. Five hard copies of the approved site plan shall be submitted as part of this application.

Development Engineering: Dana Cole

Approved with Conditions 06/09/2021

1. Civil plans won't be approved, and permits won't be issued, until after the CUP is approved.