



City of Flagstaff

Community Development

February 2, 2023

Charity Lee
Miramonte Homes, LLC
102 S. Mikes Pike
Flagstaff, AZ 86001

RE: Butler Avenue Lofts Site Plan Approval (PZ-21-00284-02)

Dear Ms. Lee:

As of the date of this correspondence, the City of Flagstaff Inter-Division Staff (IDS) has approved Project No. PZ-21-00284-02 for the proposed development of a mixed-use project containing a 244,050 square-foot multifamily residential use (consisting of 172 residential units and a 2,900 square-foot clubhouse area), and a 2,154 square-foot office use, located at 2950 E. Butler Ave. The Coconino County Assessor Parcel Numbers for the subject property are 106-04-006B, 107-11-001B, 106-04-007C, and 107-44-062. The approval is subject to the attached Conditions of Approval and a successful zoning map amendment.

Unless modified to comply with the Conditions of Approval, development shall substantially conform to the Site Plan Review Submittal and the approved drawings as follows:

- Site Plan prepared by Shephard-Wesnitzer, Inc., dated July 19, 2022 and revised January 26, 2023,
- Landscape & Irrigation Plan prepared by Acuña Coffeen Landscape Architects dated July 16, 2022 and revised October 12, 2022,
- Building Elevations and Floor Plans prepared by Miramonte Homes, LLC, copyright 2019, and revised and submitted for City of Flagstaff review on October 10, 2022.

This approval shall be valid for a period of one year following the above date, and shall expire on February 2, 2024. If, at the expiration of this period, a building or civil permit has not been issued for the improvements related to the site plan; the issued permit(s) has/have expired for site plan related improvement; or the lot or parcel has not been used for purpose for which the site plan was approved, the site plan approval shall expire. A request for extension may be made at least 30 days prior to the date of expiration.

Any future alterations of the approved development will require approval from the Current Planning staff. This may include a Minor Modification to Development Approval, a Minor Improvement Permit, or a new Concept Plan Review; as well as any additional permits required.

The next step in the development process is Civil Improvement Plan ("Civil") review. Prior to Civil submittal, please contact the Development Engineering Project Manager assigned to the project, Dana

Cole, to schedule a meeting to discuss the application submittal requirements, the review process, and timing of reviews. Dana can be reached at (928) 213-2703 or via e-mail at dcole@flagstaffaz.gov.

We look forward to working with you and your development team through the civil review process, building permit review process, and construction/completion of the approved project. Should you have any questions, comments, or concerns, please do not hesitate to contact me.

Sincerely;

A handwritten signature in black ink that reads "GM Pearthree". The signature is written in a cursive, flowing style.

Genevieve Pearthree
Senior Planner
City of Flagstaff Current Planning
928-213-2603
gpearthree@flagstaffaz.gov

Attachment: Conditions of Approval



City of Flagstaff
Community Development
Site Plan Review Comments

Project Name: Butler Avenue Lofts **Date:** February 2, 2023
Project No.: PZ-21-00284-02
Project Address: 2950 E. Butler Ave. (APNs 106-04-006B, 107-11-001B, 106-04-007C, 107-44-062)

Application Type: Site Plan
Review Type: Substantive
Review Number: 4

Project Manager: Genevieve Pearthree
E-mail: gpearthree@flagstaffaz.gov
Phone: 928-213-2603

Status of Review: Approved with Conditions
The Inter-Division Staff (IDS) Review has approved the Site Plan application subject to the conditions and comments listed below. The next step in the application process is City Council approval of the associated rezoning case, followed by Civil Improvement Plan ("Civil") review. This correspondence is transmitted to the applicant on day 45 of the 52-day Substantive Review Period in accordance with ARS 9-835(J). Civil plan submittal should include a copy of this Site Plan Review Comments Letter along with your responses to each comment, in addition to all required application materials and plans. Please submit all application materials electronically to Becky Cardiff at bcardiff@flagstaffaz.gov.

PROJECT SUMMARY

This application proposes to develop four vacant parcels into a mixed-use project (172 residential units and an office space) in addition to a separate commercial pad at the front of the site (to be developed in the future). The project will consist of 43 5,550-sq. ft. residential buildings containing 4 units each, and a separate 5,400-sq. ft. building with 2,900 sq. ft. of clubhouse space and 2,154 of sq. ft. of commercial office space (for a total residential square footage of 244,050 sq. ft.). A 2,500 sq. ft. commercial building is estimated for the front commercial pad, but is not part of this Site Plan submittal. The proposed density is 10.8 units per acre. There will be 26 1-bedroom units, 120 2-bedroom units, and 26 3-bedroom units.

Two of the parcels currently have RR (Rural Residential) zoning; the remaining two parcels have HC (Highway Commercial) and MR (Medium-Density Residential) zoning. The entire 17.24-acre site is intended to be rezoned to the HC zone with a Resource Protection Overlay (RPO). Residential uses with more than two units are allowed by right in the HC zone as part of a mixed-use development located above or behind the commercial uses. Office is a permitted use in the HC zone.

The four parcels are intended to be combined, and a 1.09-acre parcel containing the future commercial pad is intended to be split as a separate parcel. This property is in the Pedestrian Shed of an Activity Center. The proposed density of the entire site is 9.41 units/acre, which is below the maximum 29 units/acre allowed in the HC zone (for parcels with a RPO in the Pedestrian Shed of an Activity Center). The proposed density also meets the minimum Regional Plan standard of 8 units per acre in mixed-use developments in Activity Centers.



City of Flagstaff
Community Development
Site Plan Review Comments

CONDITIONS/COMMENTS:

Current Planning:

Fourth Review, **Approved with Conditions**, 2/2/23
Genevieve Pearthree, Senior Planner

Conditions of Approval

1. Staff approval of this Site Plan is conditioned upon City Council approval of the associated Direct to Ordinance Zoning Map Amendment case (PZ-21-00284-03).

General Comments

1. Fences and Screening ([10-50.50](#))
 - a. Any roof- or ground-mounted mechanical and electrical equipment must be screened from public view to the height of the tallest equipment or be enclosed in a building. The screening materials must be materials architecturally compatible with the finishes and character of the principal structures as shown in Figure 10-50.50.040B, Rooftop Equipment Screening.
 - b. Refuse and recycling containers shall be screened by solid fences or walls constructed to a minimum height of six feet and designed to match the building materials of the primary building on the site and the Engineering Standards.
 - c. Any new fences and walls less than 6 ft. high and that are not associated with the Building Permit for the warehouse shall require an approved Minor Improvement Permit prior to installation. Any fences or walls taller than 6 ft. tall shall require an approved Building Permit prior to installation.
2. Outdoor Lighting Standards ([10-50.70](#))
 - a. The proposed development is subject to the City of Flagstaff Outdoor Lighting Standards.
 - b. The Outdoor Lighting Code has recently been updated. Please review this section of the Zoning Code to become familiar with how these standards apply to this site.
 - c. Submit an Outdoor Lighting Permit currently with Building Permit.
3. Sign Standards ([10-50.100](#))
 - a. All signage shall comply with the requirements of this section.
 - b. The applicant shall obtain a Permanent Sign Permit prior to installing any permanent signage.
 - c. A building permit and/or Over-The-Counter Electrical Permit may also be required prior to installing permanent signage.

Future Submittal Requirements

1. Provide a bike rack detail with civil plans that shows the bike spaces (dimensions, location, etc.) and rack design meet the standards in [Appendix 1.4](#): Bicycle Parking Space Design Requirements.

Traffic:

Fourth Review, **Approved with Conditions**, 2/2/23
Reid Miller, Traffic Engineering Project Manager

Conditions of Approval



City of Flagstaff
Community Development
Site Plan Review Comments

1. The Site Plan shows a wall that abuts ADOT ROW. During Civil Plan review, please confirm that no portion of the wall will encroach into ADOT ROW. Further, if the site drains into ADOT ROW, then ADOT will need to review the drainage report.

General Comments

1. None

Future Submittal Requirements

1. None

Multimodal

Third Review, **Approved**, 12/1/22

Martin Ince, Multimodal Transportation Project Manager

Conditions of Approval

1. None

General Comments

1. Contact staff to resolve previous dedications on adjoining parcels owned by the applicant.

Future Submittal Requirements

1. None

Comprehensive Planning

Second Review, **Approved**, 10/18/22

Sara Dechter, Comprehensive Planning Manager

Stormwater:

Second Review, **Approved**, 10/18/22

Douglas Slover, Project Manager

Conditions of Approval

1. None

General Comments

1. Dedication of DME of any portions of the Rural Floodplain will be addressed with Civil Plan submittal. This is not a requirement of dedication and is a Stormwater request.

Future Submittal Requirements

1. Provide LID operation manual with Civil Submittal
2. Provide Erosion Control Plan with Civil Submittal.
3. Provide Drainage Report with Civil Submittal.

Engineering:

First Review, **Approved with Conditions**, 9/30/22



City of Flagstaff
Community Development
Site Plan Review Comments

Dana Cole, Development Engineering Project Manager

Conditions of Approval

1. An exhibit and engineer's estimate for the cash-in-lieu items will need to be provided for the Development Agreement to be finalized.

General Comments

1. None

Future Submittal Requirements

1. None

Building & Safety:

First Review, **Approved with Conditions**, 9/22/22

Amy Hagen, Building Official

Conditions of Approval

1. A separate Commercial Building Permit is required for each building proposed. The services of an Arizona Registered Design Professional is required. Standard building permit submittal requirements, applications, and list of adopted codes and amendments can be obtained from the City of Flagstaff website:
<https://www.flagstaff.az.gov/494/Building-Safety>.

General Comments

1. The non-multi-family component of the project will require accessible parking as required by 2018 International Building Code (IBC) 1106.1/Table 1106.1.
2. The non-multi-family component of the project may require EV-ready charging as required by City of Flagstaff amendments to 2018 IBC Section 429.
3. Per 2018 International Building Code (IBC) Section 1107.6.2, Group R-2 occupancies shall be provided with accessible, Type A, and Type B units in accordance with Sections 1107.6.2.1 through 1107.6.2.3.
4. Building permits will not be approved or issued until documentation of parcel combination is received.
5. The Building Safety Program reserves the right to make additional comments during actual plan submittal and review of building permit applications.

Fire Prevention:

First Review, **Approved with Conditions**, 9/19/22

Chris Jack, Fire Inspector

Conditions of Approval

1. FDC shall be mounted facing the fire apparatus access road.

General Comments

1. None



City of Flagstaff
Community Development
Site Plan Review Comments

Future Submittal Requirements

1. Deferred submittal required for fire line, alarm and sprinkler permits.

Public Works:

First Review, **Approved**, 10/3/22

Samuel Beckett, Streets Section Director

Water Services:

First Review, **Approved with Conditions**, 10/3/22

Jackson Salazar, Water Services Plan Reviewer

Conditions of Approval

1. The details of the cash-in-lieu for the secondary water source identified in the WSIA must be worked out in the Development Agreement.

General Comments

1. Please consider changes to the utility layout that will minimize the amount of public sewer and maximize private sewer services on the civil plans.

Future Submittal Requirements

1. None

Housing:

First Review, **Approved**, 10/3/22

Jennifer Mikelson, Housing Analyst

Parks:

First Review, **Approved**, 9/26/22

Amy Hagin, Parks Manager

Sustainability

First Review, **Approved**, 10/3/22

Jenny Niemann, Climate Manager

Conditions of Approval

1. None

General Comments

1. The applicant is encouraged to construct energy-efficient electric-only buildings, and to begin planning for ONLY electricity utility infrastructure on this site. This would allow the site to avoid adding natural gas infrastructure - a significant cost savings for the developer. Residents are then able to save money by having only one energy utility (electric), and highly efficient appliances.



City of Flagstaff Community Development Site Plan Review Comments

Energy-efficient, electric-only homes are the homes of the future. In recent years, electric space and water heating has improved dramatically, through cold climate heat pumps and heat pump water heaters - making electric-only buildings feasible and often even preferred.

Industry studies have found that all-electric homes save costs over mixed-fuel homes - particularly in multi-family buildings, which are lower cost and less complex to build. See information on multi-family building electrification: <https://www.consumersenergy.com/-/media/CE/Documents/Energy%20Efficiency/business/zne-multifamily-design-guide>

Electric-only buildings allow the development to eventually become a zero-emissions development, as the electric grid becomes a zero-emissions grid: APS has committed to an electric grid that produces net zero emissions by 2050. Installing natural gas infrastructure locks this development into consuming fossil fuels until a costly retrofit is made.

Forgoing natural gas also has health benefits, resulting in healthier indoor air. Gas appliances and heating devices generate a variety of air pollutants that have been linked to health risks.

If the applicant would like to discuss building electrification, feel free to contact us: Jenny Niemann, Climate Manager, at JNiemann@flagstaffaz.gov.

Future Submittal Requirements

1. None

Heritage Preservation/Community Design:

First Review, **Approved**, 9/28/22

Mark Reavis, Neighborhood Planner – Heritage Preservation Officer

Conditions of Approval

1. None

General Comments

1. Letter report CRS reviewed with HPO concurrence with no resources.

Future Submittal Requirements

1. None