

PLANNING AND DEVELOPMENT SERVICES REPORT
CONDITIONAL USE PERMIT

PUBLIC HEARING
PZ-20-00212-03

DATE: March 12, 2023
MEETING DATE: March 22, 2023
REPORT BY: Alexandra Pucciarelli

REQUEST:

A Conditional Use Permit (CUP) request from Park66 Properties LLC to establish an approximately 1,644 square-foot pro-shop and concessions area and an 18-hole miniature golf course. The subject property is located at 3126 East Route 66 (APN 108-09-001) in the Highway Commercial (HC) zone. The proposed use meets the definition of an Outdoor Commercial Recreation Facility in the Zoning Code, which is a permitted use in the HC zone with a CUP.

STAFF RECOMMENDATION:

In accordance with the findings presented in this report, staff recommends approval of PZ-20-00212-03 with the following conditions:

1. The development of the site shall substantially conform to the Site Plan as approved by the Inter-Division Staff on August 22, 2022.
2. Provide a low wall or alternate equivalent between the putting course and the landscaping to prevent golf balls from going off the property and onto Route 66.

PRESENT LAND USE:

The site was used previously as a gas station and convenience store. The gas pumps, tanks, and service canopy have been removed. The existing approximately 1,500 square foot convenience store building remains and will be repurposed.

PROPOSED LAND USE:

The PuttTek Flagstaff Project involves the renovation of an existing former gas station convenience store and site into a recreational site for a miniature golf course. The course will be an 18-hole putting course with a front nine at the south side of the building and a back nine on the north side of the building. The existing building will have a 12'x12' addition on the back to support the kitchen bringing the total building size to 1,644 square feet. The building will be renovated on the inside and used as a pro-shop and concession area with a commercial kitchen, seating, and rental counter. The existing paved area on the east side of the building will provide 18 parking spaces.

NEIGHBORHOOD DEVELOPMENT:

North: Single-family and duplex developments, Single Family Residential (R1) zone
East: Existing Commercial Use (window coverings sales), HC Zone
South: Route 66; BNSF Railway
West: Existing Commercial Uses (boat equipment and supplies, motorcycle repair), HC Zone

I. Project Introduction

A. Background/Introduction

Section 10-40.30.040.B of the Flagstaff Zoning Code, *Allowed Uses*, identifies "Commercial Recreation Facilities,

Outdoor” as an allowed land use in the HC Zone subject to the approval of a CUP by the Planning Commission. IDS approved a site plan application for the proposed development on this site on August 22, 2022. A copy of the Site Plan Approval Letter and Conditions of Approval are attached to this report.

The redevelopment of the site includes a small addition to the rear of the building and a patio space along the front of the building to allow outdoor dining. A large overhead door is proposed to be installed on the rear of the building, allowing the interior to connect to the exterior recreational space. The miniature golf course will be located in front, to the west, and around the rear of the building, transforming the vacant areas of the parcel.

II. Required Findings

The Planning Commission may approve the CUP only after making a finding that:

A. Finding #1:

The conditional use is consistent with the objectives of the Zoning Code and the purpose of the Zone in which the site is located.

“The Highway Commercial (HC) zone applies to areas of the City appropriate for a full range of automobile-oriented services. The development of commercial uses in addition to residential uses is encouraged in the HC zone to provide diversity in housing choices; provided, that residential uses are located above or behind commercial buildings so that they are buffered from adjoining highway corridors. The provisions of this zone are also intended to provide for convenient, controlled access and parking, without increasing traffic burdens upon the adjacent streets and highways. This zone is designated primarily at the commercial corridors of the City, with the intention of making the City more attractive as a tourist destination while providing needed commercial activity.”

The HC Zone allows Outdoor Commercial Recreation Facility uses with the granting of a CUP. The purpose of a CUP is to provide a process for reviewing uses and activities that are permitted in an applicable zone, but that require more discretionary review and the possible imposition of conditions to mitigate the effects of the proposed use.

B. Finding #2

That granting the conditional use will not be detrimental to the public health, safety, or welfare.

If the proposed project is developed in accordance with City codes, standards, and requirements, the project should not be detrimental to the public health, safety, or welfare.

C. Finding #3

The characteristics of the conditional use as proposed, and as it may be conditioned, are reasonably compatible with the types of uses permitted in the surrounding area. The CUP shall be issued only when the Planning Commission finds that the Applicant has considered and adequately addressed the following to ensure that the proposed use will be compatible with the surrounding area (Flagstaff Zoning Code Section 10-20.40.050.E.3):

- Access, traffic, and pedestrian, bicycle, and vehicular circulation
- Adequacy of site and open space provisions, including resource protection standards, where applicable
- Noise, light, visual, and other pollutants
- Proposed style and siting of structure(s), and relationship to the surrounding neighborhood
- Landscaping and screening provisions, including additional landscaping in excess of otherwise applicable minimum requirements

- Impact on public utilities
- Signage and outdoor lighting
- Dedication and development of streets adjoining the property
- Impacts on historical, prehistoric, or natural resources

1. Access and Traffic; Pedestrian, Bicycle, and Vehicular Circulation

Primary access to the site will be from Route 66 at the location of an existing driveway. The driveway will be reconstructed to comply with new ADOT Standards. A second existing driveway will be removed and replaced with sidewalk. The on-site pedestrian/bicycle network is further improved with a pathway that extends from the building entrance to the adjoining sidewalk. A total of 18 parking spaces are provided on site for the proposed use. Bicycle parking is provided in accordance with the Zoning Code requirements.

2. Adequacy of Site/Open Space/Resource Provisions

The Applicant is proposing to repurpose an approximately 1,500 square foot building and construct an approximately 144 square foot addition on 0.57 acres. Neither civic space nor open space are required to be provide as part of this development plan. The subject property is not located in the Resource Protection Overlay (RPO).

3. Noise, Light, Visual, and Other Pollutants

It is not anticipated that the proposed use will create any noise, visual, or other pollutants into the area. The applicant is providing a 15-foot-wide landscaped buffer along the north property line, adjacent to the residential uses. All exterior lighting will be required to comply with the City of Flagstaff's strict outdoor lighting requirements which support and maintain our designation as an International Dark Sky City.

4. Style and Siting of Structure(s) and Relationship to Surrounding Neighborhood

The applicant proposes to redevelop an existing building on the site. Although the existing building does not meet the Zoning Code's requirements for building-forward design, the proposed development does eliminate existing parking and vehicle circulation from the area directly in front of the building, creating a more pedestrian friendly environment.

5. Landscaping and Screening

The site is proposed to be landscaped in accordance with the requirements of the Zoning Code; see the attached landscaping plan. Additionally, the project shall provide low screen walls along the southern edge of the property, to screen parking and buffer the miniature golf course from the street.

6. Impact on Public Utilities

The proposed development will use the existing utilities servicing the site. A grease interceptor will be installed for the kitchen to protect the City's sewer infrastructure.

7. Signage and Outdoor Lighting

The developer intends to reuse the existing monument sign located at the southwest corner of the site. The attached elevations show proposed building mounted signage. The attached outdoor lighting plan indicates the proposed outdoor light fixtures and locations on site. The details for both are reviewed and approved in conjunction with the required Sign Permit and Outdoor Lighting Permit. Any new signage or lighting will have to comply with the relevant Zoning Code requirements.

March 3, 2022

8. Dedication and Development of Streets

No additional right-of-way and/or other dedications will be made along the Route 66 frontage to accommodate the proposed project.

9. Impacts on Resources

This subject property is not located within the RPO. A natural resource protection plan was not required or reviewed in conjunction with the site plan for this development. The existing building is less than 50 years old, and the site is developed; no heritage preservation review was required.

Conditions of approval will only be imposed if they are necessary to ensure the intent and purpose of the Zoning Code are met; to ensure compatible and complementary development of the property; and to ensure the provision of appropriate off-site improvements will be fulfilled.

III. Citizen Participation

The applicant notified adjacent property owners within 300 feet via mail about the impending CUP and invited them to an in-person neighborhood meeting with a virtual option. The neighborhood meeting was held on February 15, 2023. Three members of the public attended the meeting in-person. The second neighborhood meeting was waived by the Planning Director. All property owners within 300 feet were noticed of the public hearing and a sign was posted on-site advertising the public hearing. Staff placed an ad in the Arizona Daily Sun advertising this public hearing as well. To date, staff has not had any contact from the public regarding this case.

IV. Attachments:

The draft documents have been prepared in accordance with the staff recommendation and do not indicate the Commission's final decision. These documents will be updated after the public hearing on this case to reflect the Commission's decision.

- Draft Conditional Use Permit No. PZ-20-00212-03
- Draft Notice of Decision
- Proposition 207 waiver
- Site Plan Approval Letter
- Site Plan Conditions of Approval
- Site Plan
- Landscape Plan
- Floor Plan
- Building Elevations
- CUP Outdoor Lighting Plan
- CUP Application
- CUP Narrative
- CUP Vicinity Map
- Neighborhood Meeting Report