

# City Code Title 11 Subdivision Process Code Amendment

PZ-24-00009

Tiffany Antol, AICP  
Zoning Code Manager





# City Code – Subdivision Process

## City's Proposed Zoning Code Text Amendment

The proposed amendment includes:

### **Divisions (Chapter 11-20):**

Combines former Divisions 11-20.40, 11-20.50, 11-20.60, 11-20.70, 11-20.80, and 11-20.90, so that all required plat types fall under the general category of subdivision procedures and requirements.

### **Applicability (Section 11-20.30-010):**

Changes the Modified Subdivision Process to no more than 10 lots (previously 4) as permitted by Arizona Revised Statutes and includes land splits over 2.5 acres as there was previously no process for these type of land splits.



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### **Preliminary Plat (11-20.40.030):**

Adds the following to preliminary plat submission requirements:

- An ALTA survey that delineates all easements and encumbrances in graphic form completed within six months of the preliminary plat submittal.
- A Notice of Right to Appeal Exactions Owner Certification.
- Project Narrative requirements.
- Adds Mountain Line or public transit operator to listing of agencies that need to be consulted.
- Revises the Preliminary Plat Review and Approval process to allow for administrative approvals.



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### **Final Plat (11-20.40.040)**

Adds the following to final plat submission requirements:

- A closure report signed and sealed by a registered surveyor that indicates the boundary of the platted property to have a mathematical closure of not less than 0.01 feet.
- A registered surveyor shall provide a signed and sealed certification that there are no conflicting encumbrances.
- Adds language about dedications.
- Revises the Final Plat Review and Approval process to allow for administrative approvals.
- Provides additional requirements for final plat recordation, including that all dedications have been accepted by Council, and the City Clerk is responsible for recording.



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### **Master Block Plats (11-20.40.050)**

Revises the previous Master Development Plan into a Master Block Plat process to assist with the development of a large or complicated land area.

### **Modified Subdivision Process (11-20.40.060)**

Allows up to 10 lots through the modified subdivision process.  
Deletes the requirement for a Concept Plat.



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### **Plat Amendment (11-20.40.070)**

This section creates different processes for amending subdivision plats including Replats and Certificate of Corrections.

**4 options provided for text**

### **Land Split or Combination Procedures and Requirements (11-20.050.020):**

Adds a requirement that water and sewer services be provided to the frontage of each lot in areas served by the City of Flagstaff. Water or sewer services and/or yard lines shall not cross any other parcel.



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## Recommendation

The Planning and Zoning Commission, in accordance with the findings in the staff report, made a recommendation to the City Council for approval of the City Code Text Amendment.



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**Questions, Comments, and Suggestions**