

NOTICE AND AGENDA

HOUSING COMMISSION
THURSDAY
OCTOBER 24, 2024

HYBRID MEETING
MICROSOFT TEAMS MEETING
FLAGSTAFF AQUAPLEX
1702 N. FOURTH ST.
1:00 P.M.

ATTENTION

ATTEND IN-PERSON MEETINGS AT THE AQUAPLEX, LOCATED AT 1702 N FOURTH ST, OR JOIN VIRTUALLY BY CLICKING ON THE LINK BELOW .

[Click here to participate in the online meeting](#)

The public can submit comments to AFisher@Flagstaff.gov. Public comment will be emailed to Housing Commissioners and will be read at the meeting by a staff member.

1. **Call to Order**

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Commission and to the general public that, at this regular meeting, the Commission may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the City's attorneys for legal advice on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).

2. **Roll Call**

NOTE: One or more Commission members may be in attendance telephonically or by other technological means.

Kevin Bond
Eric Brownfield
Tyler Denham
Kevin Dobbe

Karen Flores
Sandi Flores
Jacquie Kellogg
Devonna McLaughlin
Moses Milazzo

Cory Runge
Ross Schaefer
Glenn Slivers
Hayley Zoroya

3. **LAND ACKNOWLEDGMENT**

The Housing Commission humbly acknowledges the ancestral homelands of this area's Indigenous nations and original stewards. These lands, still inhabited by Native descendants, border mountains sacred to Indigenous peoples. We honor them, their legacies, their traditions, and their continued contributions. We celebrate their past, present, and future generations who will forever know this place as home.

4. **Public Comment**

At this time, any member of the public may address the Commission on any subject within their jurisdiction that is not scheduled before the Commission on that day. Due to Open Meeting Laws, the Commission cannot discuss or act on items presented during this portion of the agenda. To address the Commission on an item that is on the agenda, please wait for the Chair to call for Public Comment at the time the item is heard.

5. **APPROVAL OF MINUTES**

- A. Consideration and Approval of Minutes: Housing Commission Meeting - September 26, 2024
Approve the minutes from the September 26, 2024 Housing Commission meeting.

6. **ACTION AND DISCUSSION ITEMS**
None

7. **GENERAL BUSINESS**

- A. Flagstaff Regional Plan Update for 2045
Informational item with time for questions and comments.

8. **INFORMATIONAL ITEMS TO/FROM COMMISSION MEMBERS, STAFF, AND FUTURE AGENDA ITEM REQUESTS**

- A. Update from Housing Authority Liaison
- B. Update from Housing Commissioners and Other Informational Items
- C. Update from Housing Staff

9. **ADJOURNMENT**

CERTIFICATE OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on _____, at _____ a.m./p.m. This notice has been posted on the City's website and can be downloaded at www.flagstaff.az.gov.

Dated this _____ day of _____, 2024.

Adriana Fisher, Housing Program Manager



Housing Commission

5. A.

From: Adriana Fisher, Housing Program Manager

DATE: 10/24/2024

SUBJECT: Consideration and Approval of Minutes: Housing Commission Meeting - September 26, 2024

STAFF RECOMMENDED ACTION:

Approve the minutes from the September 26, 2024 Housing Commission meeting.

Executive Summary:

Minutes of Commission meetings are the requirement of Arizona Revised Statutes and, additionally, provide a method of informing the public of discussions and actions taken by the Housing Commission.

Attachments

Draft September 26, 2024 Meeting Minutes

DRAFT MEETING MINUTES

HOUSING COMMISSION
THURSDAY
SEPTEMBER 26, 2024

VIRTUAL MEETING
MICROSOFT TEAMS MEETING
1:00 P.M.

1. **Call to Order**

Chair Devonna McLaughlin called the meeting to order at 1:00 pm

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Commission and to the general public that, at this regular meeting, the Commission may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the City's attorneys for legal advice on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).

2. **Roll Call**

NOTE: One or more Commission members may be in attendance telephonically or by other technological means.

Kevin Bond - Absent	Karen Flores - Present	Cory Runge - Present
Eric Brownfield - Present	Sandi Flores - Present	Ross Schaefer - Present
Tyler Denham - Present	Jacque Kellogg - Present	Glenn Slivers - Absent
Kevin Dobbe - Absent	Devonna McLaughlin - Present	Hayley Zoroya - Present
	Moses Milazzo - Present	

OTHERS PRESENT:

Adriana Fisher, Housing Program Manager
Jennifer Mikelson, Housing Planning Manager
Marissa Molloy, Housing Specialist
Jessica Donohoe, Housing Planner
Kristine Pavlik, Housing and Grants Administrator
Sarah Darr, Housing Director
Justyna Costa, Assistant Housing Director

3. **LAND ACKNOWLEDGMENT**

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Read by Commissioner Jacque Kellogg

4. **Public Comment**

At this time, any member of the public may address the Commission on any subject within their

jurisdiction that is not scheduled before the Commission on that day. Due to Open Meeting Laws, the Commission cannot discuss or act on items presented during this portion of the agenda. To address the Commission on an item that is on the agenda, please wait for the Chair to call for Public Comment at the time the item is heard.

No public comment.

5. APPROVAL OF MINUTES

- A. Consideration and Approval of Minutes: Housing Commission Meeting - August 27, 2024
Approve the minutes from the August 27, 2024 Housing Commission meeting.

Moved by Sandi Flores, seconded by Moses Milazzo to approve the minutes from the August 27, 2024 regular Housing Commission meeting.

Vote: 10 - 0 - Unanimously

6. ACTION AND DISCUSSION ITEMS

- A. Motion to Elect a New Chair and Vice Chair - Terms Ending September 28, 2025

Chair McLaughlin requested nominations for Chair and Vice Chair. Commissioner Milazzo asked for clarification on terms.

Moved by Hayley Zoroya, seconded by Moses Milazzo to elect Chair Devonna McLaughlin for a second term ending September 28, 2025.

Vote: 10 - 0 - Unanimously

Moved by Cory Runge, seconded by Moses Milazzo to elect Vice Chair Sandi Flores for a second term ending September 28, 2025.

Vote: 10 - 0 - Unanimously

7. GENERAL BUSINESS

- A. Working Group Decision on Proposed Bond-Funded Homebuyer Assistance Program
Informational item only.

Ms. Jessica Donohoe, Housing Planner, presented changes to the proposed Bond-funded homebuyer assistance program, the working group's decision on refinancing, and an update on next steps.

Commissioner Karen Flores and Chair McLaughlin asked for clarification on the timeline. Ms. Donohoe, Ms. Justyna Costa, Assistant Housing Director, and Ms. Sarah Darr, Housing Director answered.

8. INFORMATIONAL ITEMS TO/FROM COMMISSION MEMBERS, STAFF, AND FUTURE AGENDA ITEM REQUESTS

- A. Update from Housing Authority Liaison

Ms. Darr gave an update on the latest Housing Authority Board meeting. Chair McLaughlin asked for data on fair market rents. Ms. Sarah Darr answered.

- B. Update from Housing Commissioners and Other Informational Items

Chair McLaughlin gave an update on Housing Solutions of Northern Arizona's Annual Rental Attainability Report.

C. Update from Housing Staff

Ms. Adriana Fisher, Housing Program Manager, gave an update on the 18-Month report for the 10-Year Housing Plan and upcoming Housing America Month activities.

Ms. Marissa Molloy, Housing Specialist, gave an update on the Villas on Lake Mary contract, the Consolidated Annual Performance and Evaluation Report, and the October Housing Section newsletter.

9. ADJOURNMENT

Chair McLaughlin adjourned the meeting at 1:29 pm.



Housing Commission

7. A.

From: Adriana Fisher, Housing Program Manager

DATE: 10/24/2024

SUBJECT: Flagstaff Regional Plan Update for 2045

STAFF RECOMMENDED ACTION:

Informational item with time for questions and comments.

Executive Summary:

See attachments.

Attachments

Regional Plan Update Memo

Regional Plan Update Presentation



COMMUNITY DEVELOPMENT

MEMORANDUM

Date: October 15, 2024

To: Flagstaff Housing Authority and Housing Commission
From: Sara Dechter, AICP, Comprehensive Planning Manager

Subject: Flagstaff Regional Land Use Plan 2045 60-day public review

The City of Flagstaff and Coconino County have been jointly working on the Flagstaff Regional Land Use Plan 2045 since the summer 2022. This comprehensive update is a critical check in with the public and the community on how the development and conservation of land and infrastructure can be managed to maintain a resilient and inclusive community. Over the past 9 months, a Regional Plan Committee has been meeting with staff and reviewing draft content for the plan update. On Monday, September 30, the committee reviewed and endorsed a complete draft of the plan. The Draft plan will be posted to the project website at <http://www.flagstaff.az.gov/regionalplan2045> by Sunday October 20, 2024.

Once the plan is endorsed, the draft will be sent to other government agencies, boards, commissions, councils, and the public for a required 60-day public review, scheduled to begin on Sunday, October 20th. It is scheduled to be reviewed by the Bicycle and Pedestrian Advisory Committees during the 60-day review.

What is in the draft plan concerning Housing?

In the Regional Plan 2030, housing is addressed in the Neighborhood, Housing and Urban Conservation chapter. In the draft Regional Plan, Housing Affordability is addressed directly under Social and Economic Systems Chapter and is listed as a priority for the plan overall. The draft Housing Affordability and Security goals and policies are:

Goal HA: Maximize the affordability of housing in every neighborhood to meet the housing needs in the Region.

Policy HA.1: Minimize and mitigate displacement of residents and prevent the loss of existing affordable housing units.

Policy HA.2: Expand access to homeownership by incentivizing the development of a variety of housing types, providing resources and programs to support homebuyers, and reducing barriers to homeownership opportunities.

Policy HA.3: Coordinate with local service providers to provide resources for daily needs, temporary shelter, and transitional housing opportunities for individuals experiencing homelessness.

It is also addressed under other Social and Economic goals and policies:

Policy NE.2: Collaborate with Indigenous nations and the County to meet the unique housing needs of and emerging opportunities for housing Native American students, workers, residents, and elders in and around the Region.

Policy NE.3: Assist homeowners who are vulnerable to displacement with maintenance, floodproofing, health and safety, efficiency, and accessibility improvements to prevent involuntary displacement and loss of their community connections.

Goal CD: Diversify the City and County financial strategies to provide for needed infrastructure development and housing production, including maintenance and enhancement of existing infrastructure.

Policy CD. 2: Support affordable and attainable housing development through additional support for infrastructure costs and reduced development standards and fees.

Addressing the 10 Year Housing Plan

The City of Flagstaff 10-year Housing Plan identified 3 key strategies under the Regional Plan related initiative *Create 2: Ensure that the Flagstaff Regional Plan includes robust affordable housing goals and policies*. The desire to address housing affordability and attainability is woven throughout the plan and the [exploratory scenario planning analysis](#) that supported staff and Committee in developing policies. The draft Plan addresses these strategies in the following ways:

Create 2.1 Update the Regional Plan policies to support increased density related to affordable housing.

Chapter 3 of the draft Regional Plan addresses Growth and Land Use. This chapter follows the findings of the scenario planning process and broadens

where opportunities for increased density can occur in alignment with existing infrastructure.

Create 2.2 Identify suburban areas to support greater density and intensity of development.

Suburban Neighborhoods were divided into two categories a Suburban Neighborhood – High Density and Suburban Neighborhood – Medium Density on the Future Growth Illustration. Both of which call for higher densities and a greater mix of housing types.

Create 2.3 During the update of the Flagstaff Regional Plan, revise the Community Character chapter for goals and policies to include cost-saving methods that reduce the conflict between affordable housing, historic preservation, and urban design.

The Community Character chapter of the current plan does not exist in the draft Plan. The support for cultural and historic resource preservation was moved to the Resource Stewardship and resilience chapter and the section on Great Streets was integrated into the Transportation Chapter. There is much less detail on the architectural outcomes of future development in the draft plan so as not to create unintended opposition with housing affordability and attainability goals and priorities.

What kind of feedback is staff looking for?

Staff encourages all commissioners to review the draft plan during the 60-day public review and to help spread the word on this important opportunity for feedback. Commissioners may wish to form working groups to review the plan and provide formal comments by December 19, 2025

Flagstaff Regional Plan Update for 2045

Sara Dechter, Melissa Shaw, and a
cast of a hundred other staff





Process for Updating the Plan

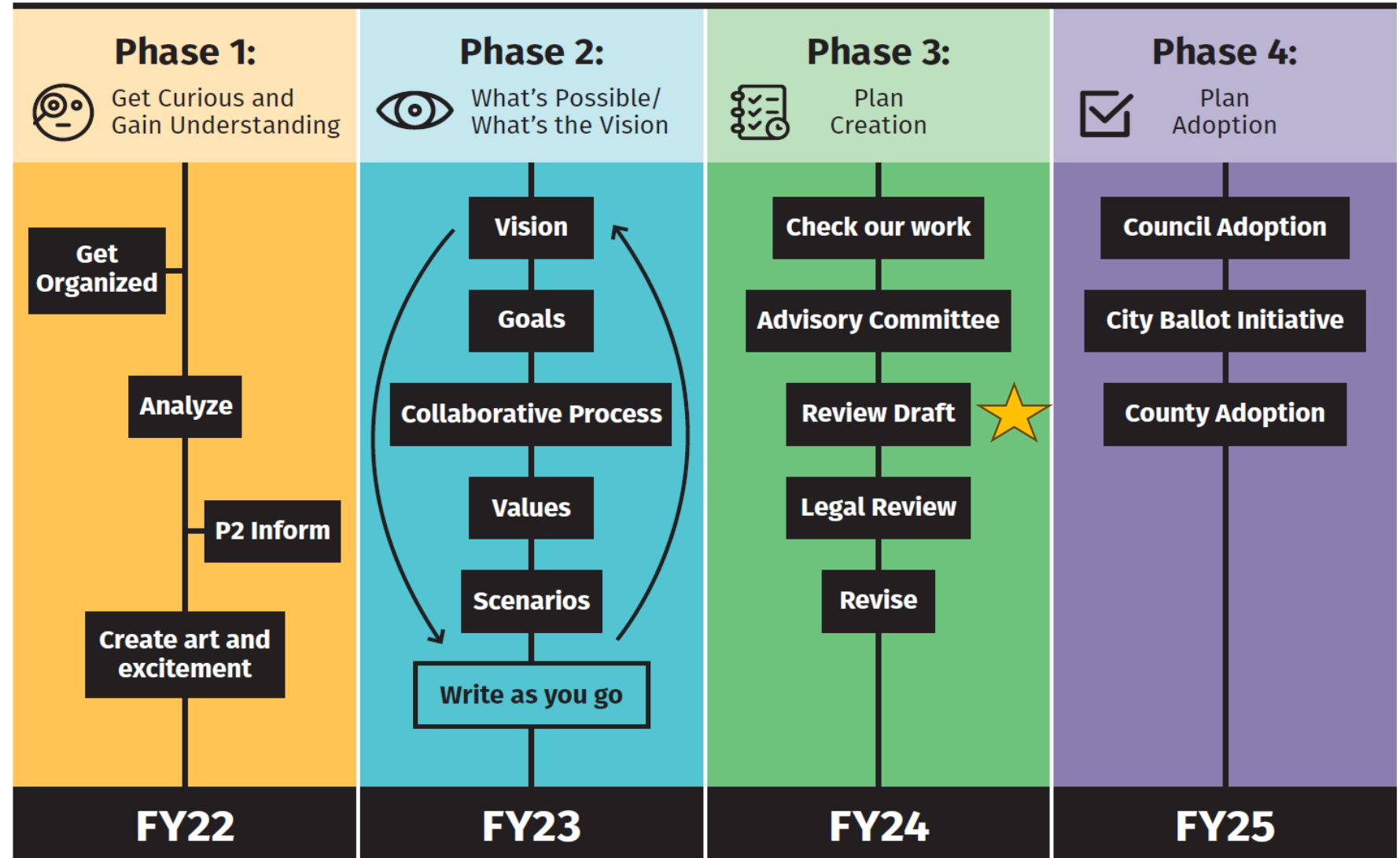


Levels of Public Participation

Plan Development & County Adoption:
Collaborate

City Adoption:
Empower

Regional Plan 2045 Update Process



Regional Plan Committee



- Endorses the plan on Mon, Sept 30
- Selected by the City and County Manager based on recommendations from elected officials.
- Held 15 meetings over 9 months.
- Meetings were open to the public including formal boards, commissions and Council.
- Reviewed Chapter by Chapter and then the whole document





Focus of the Plan – 5 Priorities

- Create more housing attainability in all the Region's neighborhoods and centers to mitigate displacement and reduce housing costs.
- Create mixed-use, denser neighborhoods that support a variety of housing types, and active transportation.
- Reduce community-generated climate pollution and protect air quality.
- Protect the Region's significant natural and cultural resources.
- Expand the Region's preparedness and resilience to hazards and climate change.



Regional Plan Chapters

1. Introduction
2. How the Plan Works

Policy Section

3. Goals and Policies (all topics)
4. Growth and Land Use Framework

Implementation Section

5. Social and Economic Systems
6. Transportation
7. Resource Stewardship and Resilience
8. Parks, Recreation and Open Space
9. Water Resource Management
10. Energy
11. Infrastructure and Public Safety



Policy Section

- Goals - desired results or future conditions that the community envisions and commits to achieve.
- Policies - courses of action to achieve the stated goals that guide decision making. Policies may be text or maps identified in the Plan.
- Land Use Categories – each parcel on the Future Growth Illustration is given a land use category. Each category has guidelines on what is appropriate in that area.



Implementation Section

- Implementation Guidelines - are assumptions, corresponding policies, or principles that guide how the goals and policies are interpreted and applied.
- Action Items - strategies, projects, procedures, actions, or programs that implement the goals and policies.



Maps



- Policy section
 - Policy Maps – Maps that define the geographic application of or set a policy such as future trail locations or future land uses.
- Implementation section
 - Information Maps – Maps that provide context and information to help understand goals, policies and the implementation section. These maps do not set policy and can be updated administratively.

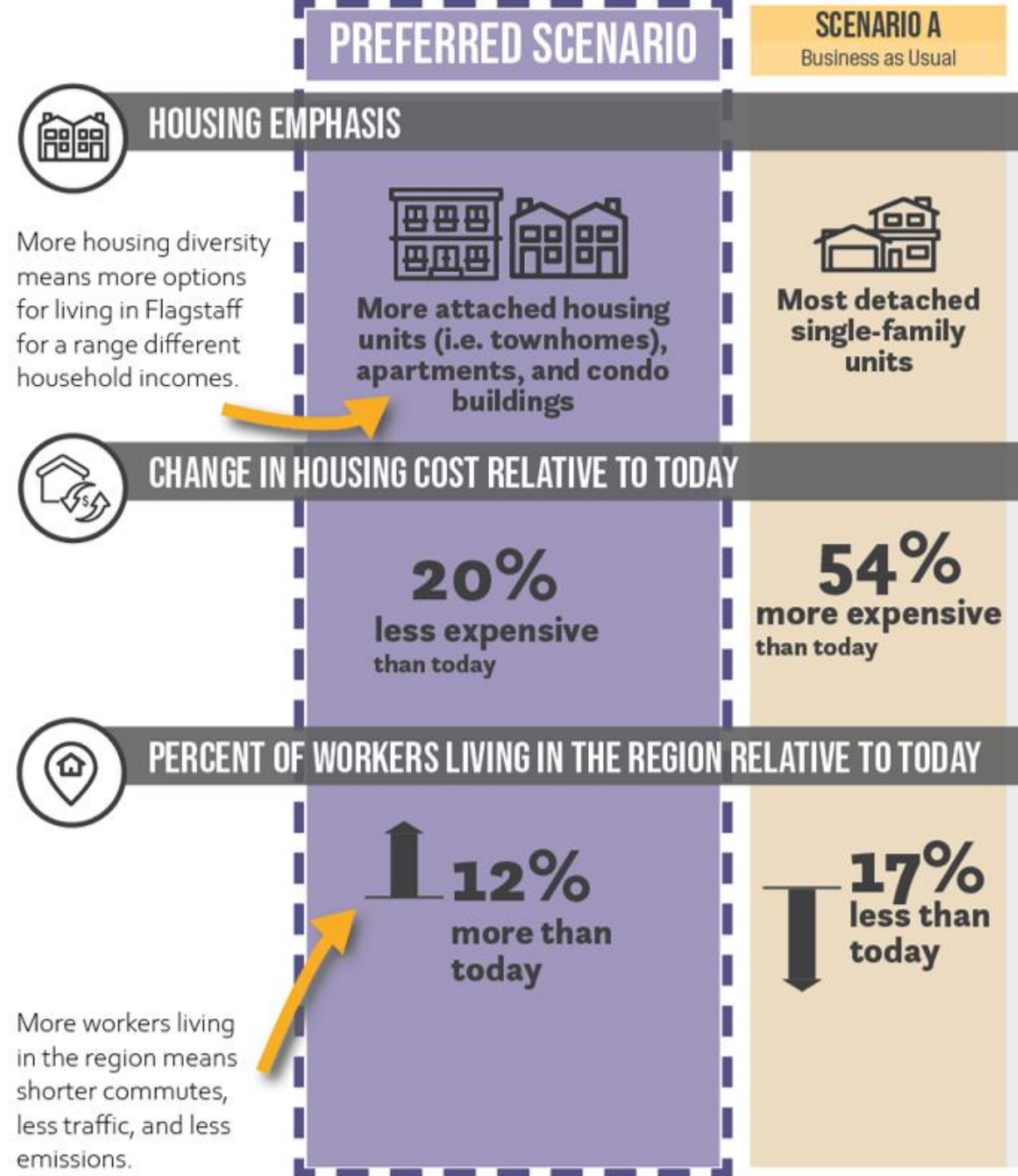


Definitions in the Plan - Housing

- **Affordable Housing** – Housing for which the occupant is paying no more than 30 percent of gross income for housing costs, including utilities. In this Plan, “affordable housing” references housing that is subsidized through a local or federal housing program and has eligibility requirements to purchase or rent.
- **Attainable Housing** – Housing that is intended for the general population, is nonsubsidized, and has no eligibility requirements to purchase or rent.
- **Workforce Housing** – In this Plan, “workforce housing” references housing that is made available in connection with an employer for its employees. (only used in implementation section)

Pattern and Housing Costs

- The public was engaged in several rounds of defining and refining future scenarios for “testing.”
- Based on their feedback a preferred scenario was developed.
- The model showed that by 2045 the community could turn the tide on housing affordability through strategic increases in supply.
- This also has positive implications for climate change.



R5E

R6E

R7E

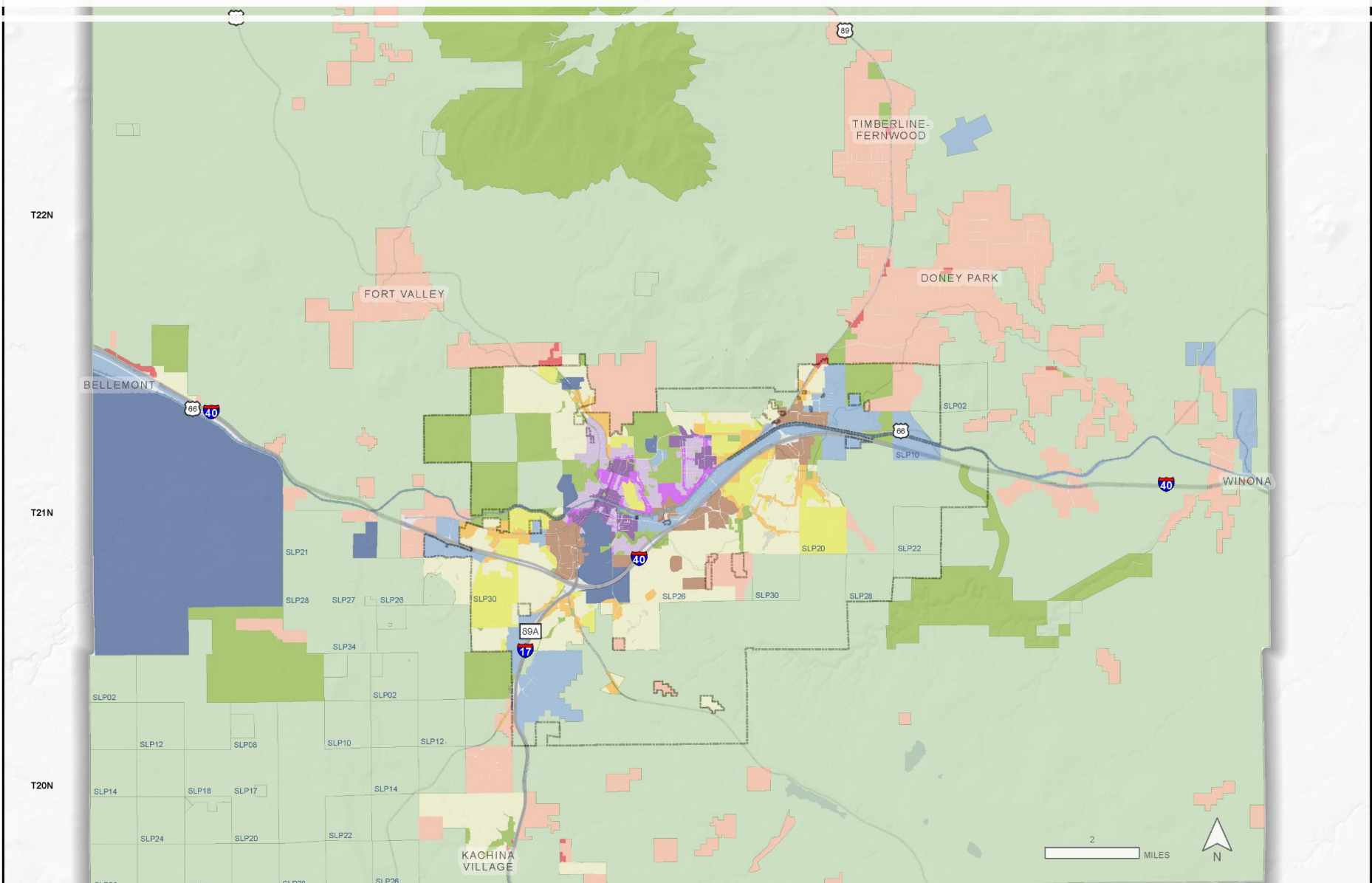
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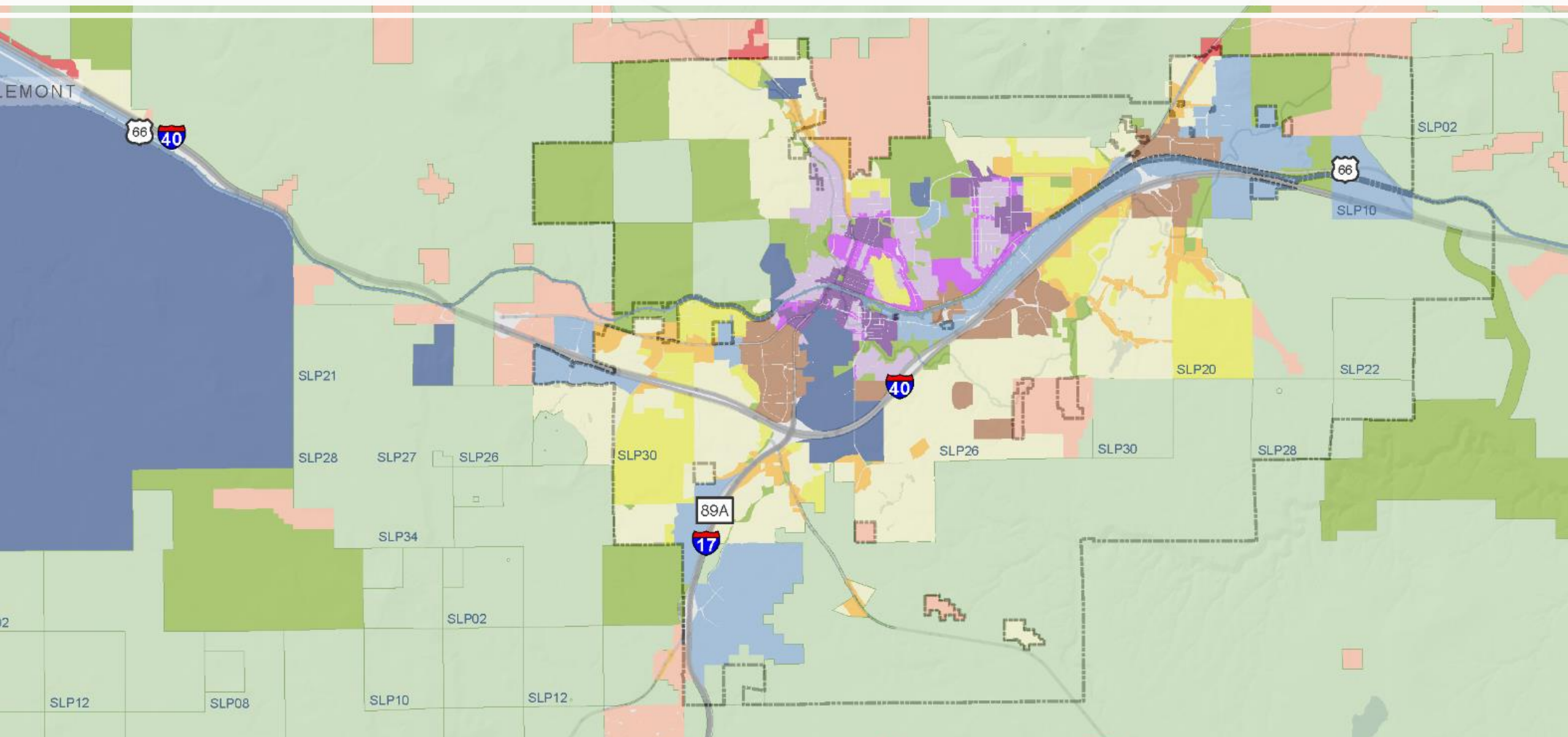
Future Growth Illustration

FUTURE GROWTH ILLUSTRATION

- Urban Center
- Suburban Center
- Rural Center
- Urban Corridor
- Suburban Corridor
- Employment District
- University/Research District
- Parks/Open Space
- Federal Lands and Working Landscapes
- Urban Neighborhood
- Suburban Neighborhood – High Density
- Suburban Neighborhood – Medium Density
- Rural Neighborhood
- CoF Boundary



Future Growth Illustration





Housing related Goals and Policies

Goal HA: Maximize the affordability of housing in every neighborhood to meet the housing needs in the Region.

- Policy HA.1: Minimize and mitigate displacement of residents and prevent the loss of existing affordable housing units.
- Policy HA.2: Expand access to homeownership by incentivizing the development of a variety of housing types, providing resources and programs to support homebuyers, and reducing barriers to homeownership opportunities.
- Policy HA.3: Coordinate with local service providers to provide resources for daily needs, temporary shelter, and transitional housing opportunities for individuals experiencing homelessness.



Housing related Goals and Policies

- Policy NE.2: Collaborate with Indigenous nations to meet the unique housing needs of and emerging opportunities for housing Native American students, workers, residents, and elders in and around the Region.

Goal CD: Diversify the City and County financial strategies to provide for needed infrastructure development and housing production, including maintenance and enhancement of existing infrastructure.

- Policy CD. 2: Support affordable and attainable housing development through additional support for infrastructure costs and reduced development standards and fees.



Implementation Guidelines

Housing Affordability

- Barriers and restrictions
- Creation and acquisitions of affordable units
- Partnerships and collaboration
- Expanding housing programs and financial support
- Incentivize homeownership
- Preserve rental units



Implementation Guidelines

Cost of Development

- Code updates disclose cost of development impacts
- Incentives
- Public Private Partnerships
- Cost-recovery and cost sharing

High Priority Action Items

- Update the City's affordable housing incentive policy to implement the goals and policies of the Regional Plan, the Ten-Year Housing Plan, and the LASS-CAP recommendations.
- Develop a comprehensive strategy to address infrastructure improvements needed to support infill development in existing neighborhoods.
- Create dedicated funding sources for affordable housing, tenant protection, homeowner assistance, and displacement prevention in the Region.
- Revise the City of Flagstaff Zoning, Building, Fire, and Engineering Codes to reduce barriers to affordable housing and development supporting the Carbon Neutrality Plan.



Support from Other Chapters

Policy GM.3: To make new housing, redevelopment, and infill a more attractive, affordable, and viable development option, prioritize spending on capital improvements and continued maintenance for infrastructure that serves existing Neighborhoods, Centers, and Corridors over those that facilitate expansion on greenfield lands.

Policy DP.3: In all Neighborhoods, create more opportunities for accessory dwelling units (ADUs), townhouses, apartments, duplexes, triplexes, quadplexes, and other missing middle and multifamily housing.

Policy I.2 For the City, prioritize capital improvement projects that facilitate affordable housing, infill, carbon neutrality, sustainable operations, and resilience to hazards.



60-day public review

October

Oct 20

60-day Review Starts

Oct. 21

Opening Webinar

Staff – Collecting case studies

November

Nov 13, 14, 16 & 18
Community Workshops

Staff – Testing case studies

December

Dec 4 Closing Webinar

Staff – Create case study report and suggested edits

Review Period Ends Dec 19 at 5pm

Office Hours on Fridays from 11am to 2pm (except 11/29)

Board, Commission and Council discussions at their regular meetings

Plan comments hosted on Konveio

An easy to use, interactive document comment platform.



Public Engagement for Coconino County

[← Back to Digital Open House](#)

Doney Park Timberline Fernwood Area Plan Open House Draft April 2022

This link contains the entire 105 page draft of the DPTF area plan. There are 12 chapters, including the introduction, vision statement, and glossary. Please note that this is a draft and therefore additional information and document editing will occur after the open house.

View Edit Pins Comments Report Embed

Page 1 of 105

Type to search

Comment Add Pins Drag

Click anywhere in the document to add a comment. Select a bubble to view comments.

Area Plan Update 2040 Open House Draft

The cover of the "Doney Park Timberline Fernwood Area Plan" document. It features a landscape photograph of a valley with mountains in the background. Overlaid on the image is the Coconino County logo and the title "DONEY PARK TIMBERLINE FERNWOOD AREA PLAN".

DONEY PARK
TIMBERLINE
FERNWOOD
AREA PLAN



What Happens after the 60 day review?

1. Analyze and incorporate public comments and staff testing outcomes
2. Bring back complex issues to the Committee
3. Complete a final legal review
4. Send the document to the Board of Supervisors, City Council and Planning and Zoning Commissioners for a retreat in March
5. Conduct City public hearings
6. Ballot initiative
7. Conduct County public hearings



Questions

