

DRAFT

NOTICE AND AGENDA

SUSTAINABILITY COMMISSION

THURSDAY
DATE

HYBRID MEETING
STAFF CONFERENCE ROOM
AND MICROSOFT TEAMS
211 WEST ASPEN AVENUE
4:30 P.M.

Vision: The City of Flagstaff is a culture and community that thrives in response to the Climate Crisis.

Mission: To advise Sustainability Division Staff on matters related to climate and sustainability, support community projects through Neighborhood Sustainability Grants, and provide feedback to the City Council on sustainability issues.

Members of the public may join the meeting online, via Microsoft Teams.

- Click on this link to join the meeting, at 4:30 pm on 5/25/23:
- [Join Microsoft Teams Meeting](#)
- To comment on a discussion item, please use the Teams Chat function: simply type in 'public comment' to indicate to the Chair that you would like to comment. The Chair will then recognize you when it is time for public comment, and staff will unmute your microphone if needed.
- Public comments may be sent in advance of the meeting to Nicole Antonopoulos at Nicole.Antonopoulos@flagstaffaz.gov. Public comments should be limited to three minutes of reading time.

1. **Call to Order**

2. **ROLL CALL**

NOTE: One or more Commissioner may be in attendance through other technological means.

Commissioner Noah Baker
Commissioner Priscilla Boateng
Commissioner Kristen Konkol
Commissioner Tom Lammie

Commissioner Mary Ellen Metzger
Commissioner Dorcas Naa Aku Skika Quarshie
Vice Chair Amy Wolkowinsky

3. **Land Acknowledgment**

The Sustainability 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 use the Teams Chat function: simply type in "public comment" to indicate to the Chair that you would like to comment. The Chair will then recognize you when it is time for public comment, and staff will unmute your microphone if needed.

5. **Approval of February Minutes**

6. **Business**

a. **Introductions (15 minutes)**

All - Commissioners and Staff

b. **Land Availability Suitability Study/Code Analysis Update Presentation (30 minutes)**

Michelle McNulty, City of Flagstaff Planning Director
Informational

- c. **Introduction to Flagstaff Sustainability Office Equity Work and Equity Assessment Tool (30 minutes)**
Jenna Ortega, Climate Engagement Analyst
Informational and Discussion
 - d. **Regional Plan & the Sustainability Commission: Update and Next Steps (30 minutes)**
Genevieve Pearthree, Climate Analyst, and Tia Hatton, Staff Commission Liaison
Informational, Discussion, and Possible Vote
 - e. **Update/Recap on the Petition to Revise the Carbon Neutrality Plan (10 minutes)**
Sustainability Staff
Informational
 - f. **Announce Chair Elections (5 minutes)**
Tia Hatton, Commission Staff Liaison
Informational
7. **To and From: Upcoming Events/Opportunities (5 minutes)**
All
- [Earth Day Celebration](#) - April 20, 2024 at Bushmaster Park. Seeking volunteers and/or for the Commission to table + talk about the Commission.
 - Additional to and from?
8. **Future Agenda Item Requests**
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.

Tia Hatton, Sustainability Coordinator



Sustainability

5.

From: Tia Hatton, Sustainability Coordinator II

DATE: 03/28/2024

SUBJECT: Approval of February Minutes

STAFF RECOMMENDED ACTION:

Executive Summary:

Attachments

February Minutes

DRAFT MEETING MINUTES

SUSTAINABILITY COMMISSION
THURSDAY
FEBRUARY 22, 2024

HYBRID MEETING
MICROSOFT TEAMS/HYBRID MEETING
FLAGSTAFF CITY HALL
211 WEST ASPEN AVE..
4:30 P.M.

1. **Call to Order**

Chair Kevin White called the meeting to order at 4:35 p.m.

2. **Roll Call**

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

PRESENT:

ABSENT:

CHAIR KEVIN WHITE
COMMISSIONER KRISTEN KONKEL
COMMISSIONER MARY ELLEN METZGER
COMMISSIONER AMY WOLKOWINSKY

COMMISSIONER PRISCILLA BOATENG

Others present: Vice Mayor -- Council Liaison -- Austin Aslan, Tia Hatton (staff), Nicole Antonopoulos (staff), Steve Thompson (staff), Sanoma Boynton (staff), Kallie Klein (staff), Katie Bednar (staff), Marisa Miller (staff), Jake Raatz (staff), Summer White (staff), Natalie Pierson (staff), Iliana Kronlund, (public, online).

3. **Land Acknowledgment**

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4. **Public Comment**

Sustainable Food Systems Consultant for the Sustainability Office Natalie Pierson spoke virtually to make a public comment. Plot applications for the Community Gardens will open on March 1st. Priority will be given to returning gardeners and those who qualify for SNAP/do not have access to growing space. Cost is \$65 annual per plot, with full/half scholarships available. Information will be posted on flagstaff.az.gov/gardens.

5. **Approval of January Meeting Minutes**

Commissioner Konkell moved and Commissioner Metzger seconded to approve the January minutes with two updated meeting date changes. Vote: 4-0

The two changes to be made are:

- Flagstaff First petition to the City Council agenda has moved to Tuesday, March 26th -- item 6D on the January 25th minutes.
- Fix-It Clinic weekend rescheduled to Saturday February 24th - item 7 on the January 25th minutes.

6. Business

a. Appreciation for Chair Kevin White

Sustainability Director Nicole Antonopoulos noted Chair White served the full terms allowed with 3 consecutive appointments (6 years) and stated it was a pleasure and an honor to have had Chair White serve.

Sustainability Coordinator Tia Hatton also gave words of appreciation.

Commissioner Konkel suggested a happy hour celebration after Spring Break. A quorum notice will be posted. Date and time TBD.

b. Fiscal Year 2022-2023 Neighborhood Sustainability Grant Final Project Presentations

Fiscal Year 2022-2023 Neighborhood Sustainability Grant Final Project Presentations (presentations attached)

1. Executive Director of Flagstaff FLYRS (Youth Riders), Tyler Nelson, presented the Puente de Hozho Bike Park project.
 - The project was completed in August 2022 with a partnership between FLYRS, FUSD, and Flagline Trails.
 - The bike hub area has a storage container for bikes, which are available for members to use, and they added a sustainable picnic table, bike rack, teeter totter and wood rollers. Volunteers removed invasive weeds and provided maintenance to the bike park
2. Flagstaff Foodlink Board Member Melissa Eckstrom presented, "Building Community Through Food."
 - Workshops/community events included Marketing for Growers, Seed Swaps, Seed Growing, Fruit Tree Gleaning Day, Harvest Festival/Indigenous Farmer's Market at Colton Community Garden, and apple processing.
3. Gina Goegan, Greenhouse Manager at The Arboretum, stated the project goal was to grow more plants/diversity of plants to counter monoculture.
 - They partnered with Michael Moore medicinal garden to grow many plants, using grant money to purchase sterile soil, organic pest control and fertilizer, pay horticulturalists and other staff.
4. Gayle Gratop, University of Arizona Extension Master Gardner presented her project, the Youth Therapeutic Horticulture Wellness Program at Killip Elementary, the "Grow With Us Gardening Club." The program was designed to bring science and the resources of the University to the people of Arizona.
 - They used plants as a therapeutic modality. 97% of the sessions improved mood for students. Session activities/topics included: creating greenspace at the school, watering plants, plant adaptations and human resiliency (aired on NPR's All Things Considered), mindfulness, nutrition. Purchases included a drip Irrigation system, Tuff Shed, bus bins, and outdoor sink. They supplied salad for the school's salad bar.
 - Collaborators included NAU, Coconino County Master Gardeners program, Warner's Nursery, Plantae, Terrabirds, Cheryl Wells, CDC, Americorps, and Coconino County Educational Service Agency.
5. The Flagstaff Disc Golf Club presentation was given by Daniel Crim (member at large) and Alex Stone, President of the Club.

- They installed bicycle racks at Thorpe and McPherson Disc Park courses, as well as park benches made from ponderosa pine. Last year, they hosted the world championships through PDGA with a sustainability theme.
 - Collaborators included Multimodal Trans Planner, Mayorga's, AP Sawmill and Investments , Karen Hendricks (in charge of sustainability for the club), and Josh McNotten.
6. Townsite Urban Farms' Shelly Day and Greg Capareso (co-directors) created a small-scale cooperative urban farm.
- They hosted 30 volunteer days, employed an intern (Director Antonopoulos announced intern Sydney Rittershaus will be joining the Flagstaff Sustainability Office as its Community Garden Coordinator), purchased a 2500 gallon rainwater harvesting tank, installed raised garden beds out front to draw in the community/passers-by, hosted 4 workshops, and grew a wide variety of vegetables, herbs, fruits, and legumes.
7. D.C. and Marco Alatorre, brothers and business partners, created biomass pellets (biochar), which can be used as fuel for wood stoves, as a pet/plant friendly ice melt, and can improve water retention in soils for drought-prone climates.
- Their method processed organic wildfire hazards and diverted about 1500 lbs. of debris from the landfill. They estimate a rate of about 50% carbon sequestration from the organic matter that would otherwise decompose in a landfill, and the savings of about 100 hours of grid/fossil heating when using these pellets in a wood stove for heating, displacing about 350 lbs of CO2 natural gas.
8. Staff played a video submission from Harbert Chapel, featuring their Pastor, Correy Moore.
- Being one of the oldest churches in the community, they were able to address wiring concerns during the installation of a new lighting system in the building, from fluorescent lights to LED. This saved the church money and energy usage, which they used to give back to the community.

Chair White thanked all grant recipients and presenters.

c. Commission Recommendation to Council regarding the Petition to Revise the Carbon Neutrality Plan

- Vice Chair Wolkowsky, Commissioner Konkel, and Commissioner Boateng (not present) assembled a working group to draft a response to Council recommending that Council does not approve the Flagstaff First Petition to make wildfires, flooding and drought priority items in the CNP.
- Draft letter attached.
- Sustainability Director Antonopoulos added that Flagstaff First asked that the item be moved to go to Council later following the Coconino County's Board of Supervisors meeting that discussed the results of engineering reports and the impacts of upstream flooding. She reported that the City Manager directed that the finalized letter be sent to the mayor and Council by Tia Hatton, Commission Staff Liaison.
- March 26th is when this item is currently scheduled to go before Council. Director Antonopoulos asked Vice Mayor Aslan his recommendation of when the letter would be best received. Vice Mayor recommended it be sent out soon.
- Commissioner Metzger moved and Commissioner Konkel seconded to approve the draft letter as a Commission with possible minor edits for grammar and punctuation and take to City Council as soon as procedurally tenable. Motion passes, 4-0.

d. Regional Plan Update for Boards & Commissions | Sustainability Commission - Energy & Growth & Land Use

- Chair White and Commissioners recently received a request for input from Flagstaff's commissions on parts of the Regional Plan, along with representatives from the Commission to attend some of the meetings (the first of which was scheduled for March 13th).
- Sustainability Coordinator Tia Hatton added that she received an email from Comprehensive and Neighborhood Planning Manager Sara Decter about engaging on Regional Planning Chapters. The first energy chapter is being authored by the Sustainability Division. They are requesting two representatives or Commissioners go as individuals from the public unless the Commission wants to create an official subcommittee to speak on behalf of the Commission at regional planning meetings. There is also a 60-day public comment period where Commissioners as individuals can review draft chapters and submit written comments in advance of these meetings.
- There was discussion on the creation of a subcommittee (to speak on behalf of the Commission). Director Antonopoulos believes the decision can wait until the next meeting. Everything is in draft and there will be time for additional comment.
- Ms. Hatton clarified that the two representatives selected will not have been elected to speak on behalf of Commission; they will be going as individuals.
- Director Antonopoulos recommended the following: the Division create drafts that the Commissioners review ahead of time and use Commission meetings over the next 6 months to review the drafts. She stated this is the most important document. There will be three new commission members at the next meeting.
- Action: none taken today.

7. To and From - All

- The Fix-It Clinic was rescheduled for Saturday, February 24th from 10 A.M-2 P.M.
- Director Antonopoulos has updates but will either send them via email or detail them at the next meeting.
- Commissioner Wolkowinsky announced that a student group at NAU, Capstone Engineering and Data Science Group, applied for the 10X prize for a clean-cooling competition. They partnered with Habitat for Humanity of Northern Arizona to put smartfans into 40 starter homes. They made it to the finals, which will be a virtual pitch competition on March 19th from 10-12 P.M. As finalists, they have money to host a watch party, on campus at the Union in the Grand Canyon room. There's a chance for them to win another \$10k if they get the People's Choice for their pitch. The winner gets \$75k to prototype and build the fan. Habitat gets \$50k for implementation.

8. Future Agenda Item Requests

- Regional Plan Time Blocks
- Review fiscal year budget requests
- Sustainability Analyst Jenna Ortega will present the Equity Checklist

9. **Adjournment**

Chair White adjourned the meeting at 6:47 P.M.



Sustainability

6. b.

From: Tia Hatton, Sustainability Coordinator II

DATE: 03/28/2024

SUBJECT: Land Availability Suitability Study/Code Analysis Update Presentation (30 minutes)

STAFF RECOMMENDED ACTION:

Michelle McNulty, City of Flagstaff Planning Director
Informational

Executive Summary:

Attachments

LASS Presentation

Boards, Commissions and Council Update

March and April 2024



A graphic for the LASS + CAP project. It features a large, light blue outline of a house on a solid orange background. Inside the house outline, the text "LASS + CAP" is written in a bold, blue, sans-serif font. Below the house outline, the text "LAND AVAILABILITY AND SUITABILITY STUDY + CODE ANALYSIS PROJECT" is written in a smaller, grey, sans-serif font.

Consultant Team





Project Introduction

Multi-pronged initiative to address critical long-term planning and resilience needs:

- Partnership between Planning, Housing, Sustainability, Mountain Line
- Provides much-needed base for high-level coordination between numerous City Divisions
- Highly coordinated with Engineering (Development Engineering and Transportation), Fire, Building Safety, Economic Vitality, Water Services, and others

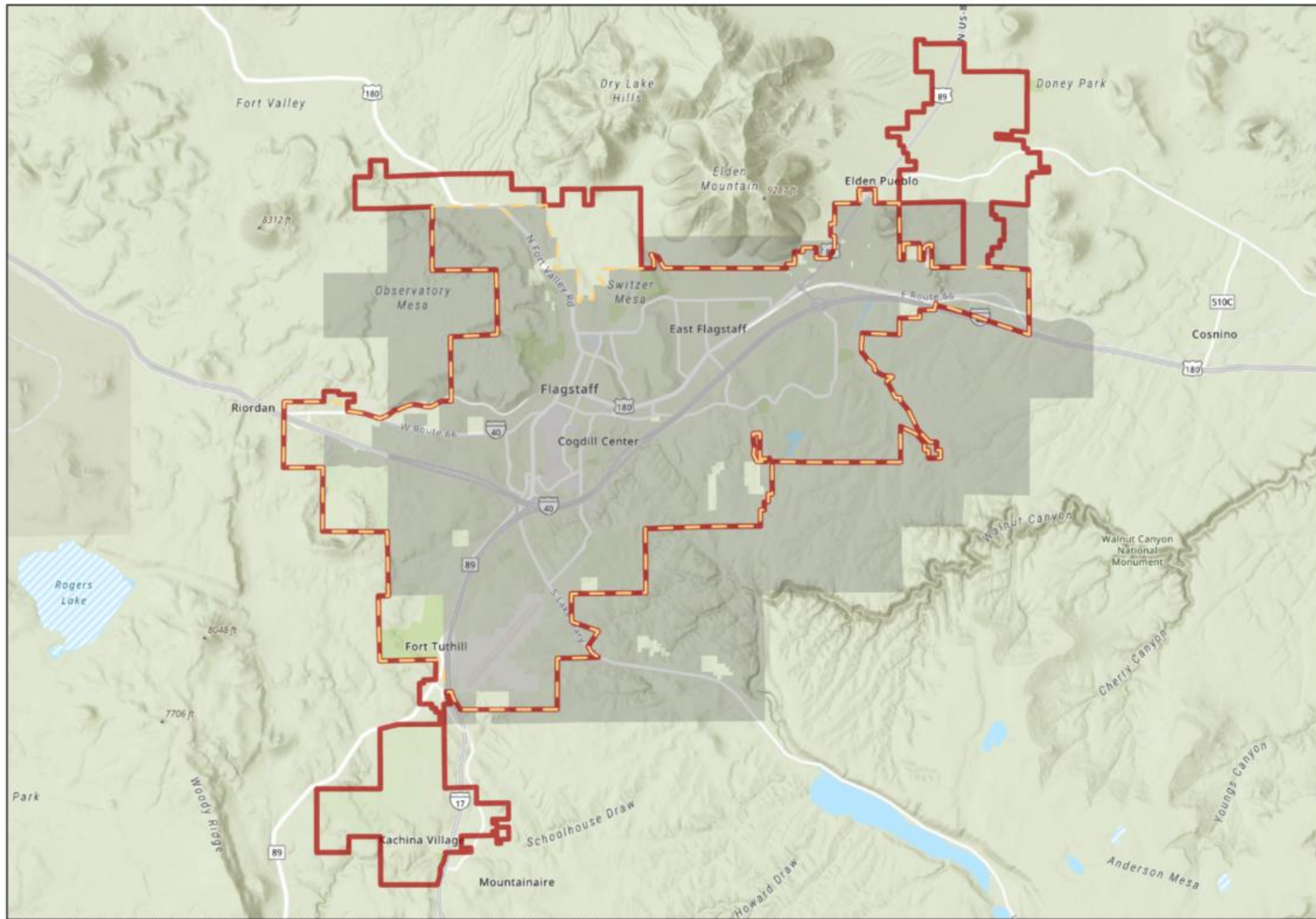


Project Scope

The project will conduct an in-depth analysis of:

1. What land is available in Flagstaff and what is development potential and barriers (LASS)
2. In-depth development code and process analysis through the lens of City Council commitments to address Housing and Climate (CAP)
3. Analysis what's working and what is not (CAP)

**This analysis will test theory against approved projects.*



- Legend**
- Project Boundary
 - Flagstaff City Boundary
 - Urban Growth Boundary



Basemap: Esri, NASA, NGA, USGS, County of Yavapai, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, USDA

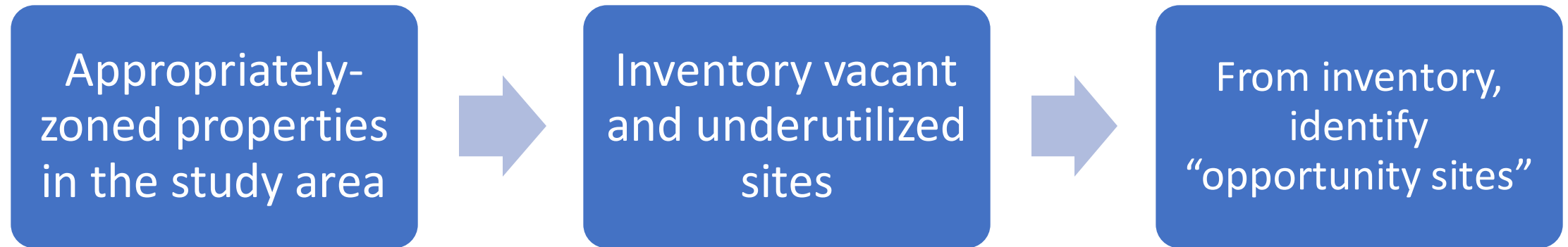
Study Area
City of Flagstaff Buildable Lands Inventory

Flagstaff, AZ



LASS Methodology

High-Level Process





LASS Methodology



Land Use Categories

RESIDENTIAL



- All residential zones
- Transect zones

COMMERCIAL*

- All commercial zones



INDUSTRIAL*

- All industrial zones



PUBLIC

- Public Facility zone
- Publicly-owned properties, regardless of zoning
- Excludes Forest and Public Open Space, Schools, and select other uses & public owners based on COF input

**Considered due to mixed use capability.*



LASS Methodology



Vacant and Underutilized Sites



VACANT

- Improvement Full Cash Value (FCV) equals zero



UNDERUTILIZED

- In each category, parcels with lowest 10% of Improvement FCV to Parcel Area ratio are included in the inventory



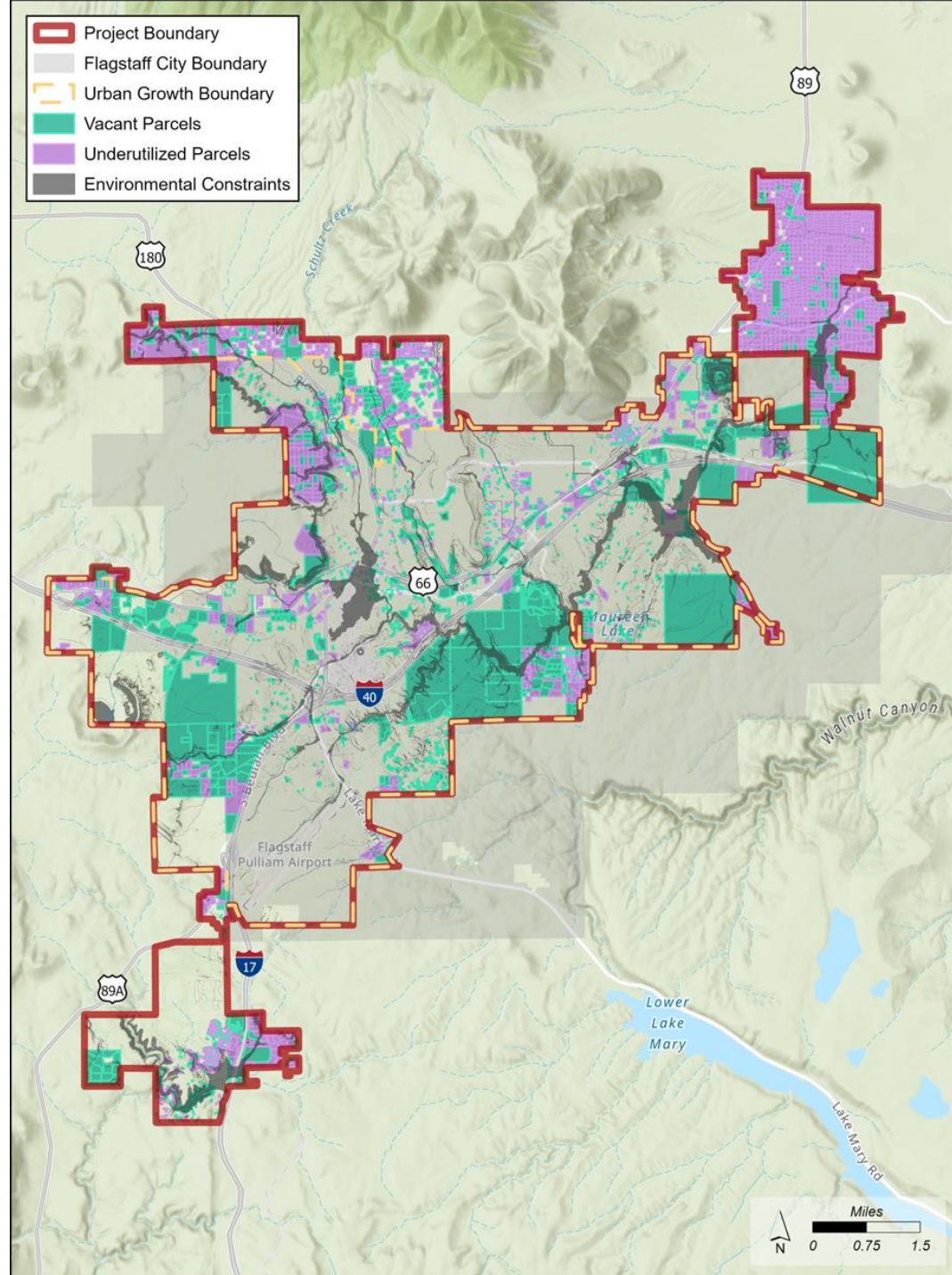
LASS Methodology

Secondary Screening

- Removed parcels such as:
 - Narrow strips along ROWs
 - Obvious “mistakes,” like condo building parcels or private roads that didn’t get picked up
- Environmental screening
 - Applied constraints approved by COF team:
 - NWI wetlands
 - 20’ stream buffer
 - Slopes over 25%
 - 100-year floodplain
 - Calculated constrained acreage, unconstrained acreage, and unconstrained percentage for each parcel

Vacant and Underutilized Lands

Buildable / Available Land: areas of unconstrained land on vacant or underutilized parcels, which could theoretically redevelop





General Conclusions

Across the study area:

- Vacant Land: approximately 8,125 acres, spread across 2,242 parcels.
 - 6,735 acres of which are residentially zoned.
- Underutilized Land: approximately 5,399 acres, spread across 1,822 parcels.
 - These lands contain minimal structures that have a low enough improvement FCV value to suggest that economic forces could encourage their redevelopment for a greater or higher value use, such as housing.

Factoring in environmental constraints:

- Approximately 13% of the vacant land within the study area is environmentally constrained by stream corridors, wetlands, steep slopes, and floodplain or floodways.
 - These lands may not be conducive to development or redevelopment, including for housing.
- **Buildable Land:**
 - approximately **7,062 acres of vacant buildable** land
 - approximately **4,865 acres of underutilized buildable** land
- These lands represent the lands most likely to develop or redevelop in the future.



General Conclusions

- **The most common environmental constraints in Flagstaff are steep slopes and floodplains and floodways.**
- This analysis considered steep slopes as any slope 25% or greater, which impacted nearly 7% of the study area's land.
 - Flagstaff zoning code currently regulates development on slopes 17% or steeper through the Resource Protection Overlay, which represents a significant barrier to housing development on sites that may be able to support development.
 - As the LASS+CAP project team continues to evaluate potential code changes that could result in greater residential yield, the steep slope provisions of the Resource Protection Overlay may offer such an opportunity.
- Floodplain and floodway areas impact over 4% of the study area's land.
 - It is likely this number will be reduced through the eventual construction of the Rio de Flag Flood Control Project.
 - Nonetheless, floodplain and floodway within Flagstaff currently presents a significant challenge to the development of housing in the study area's vacant parcels.

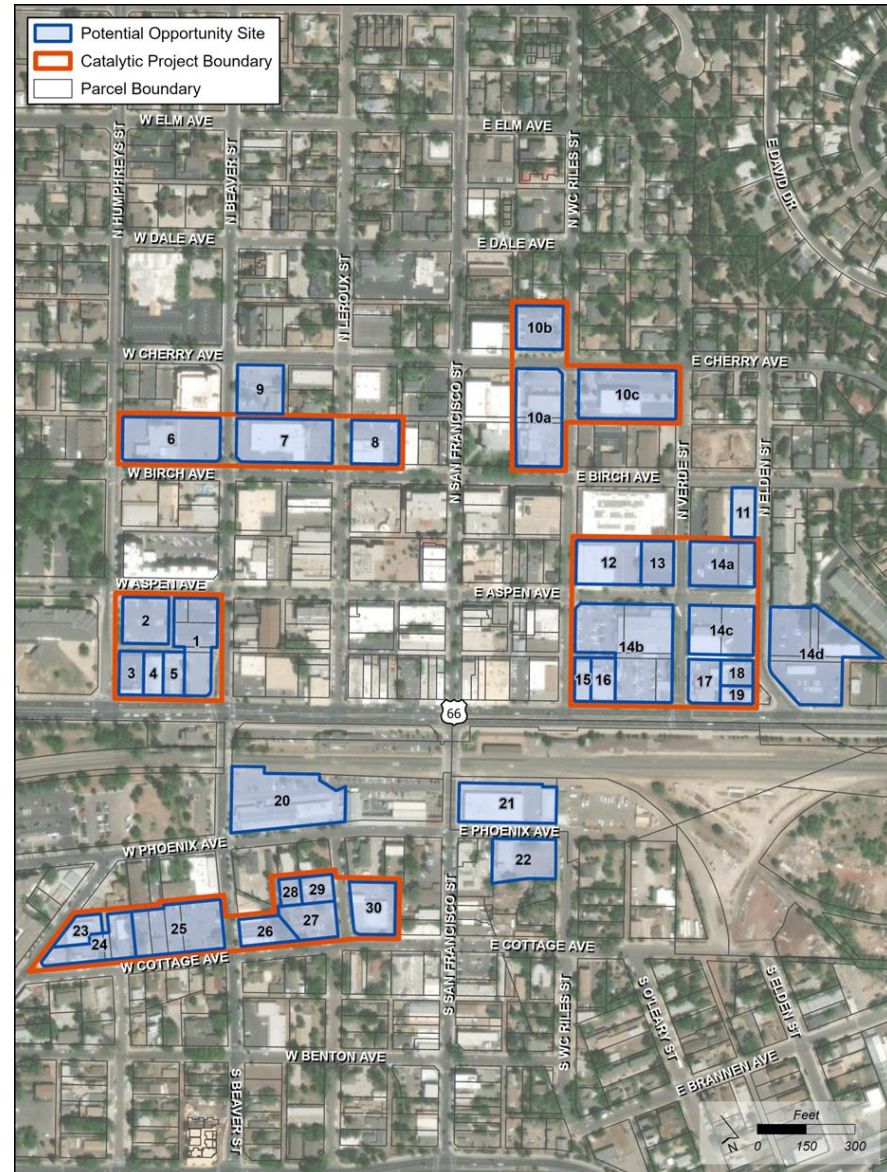
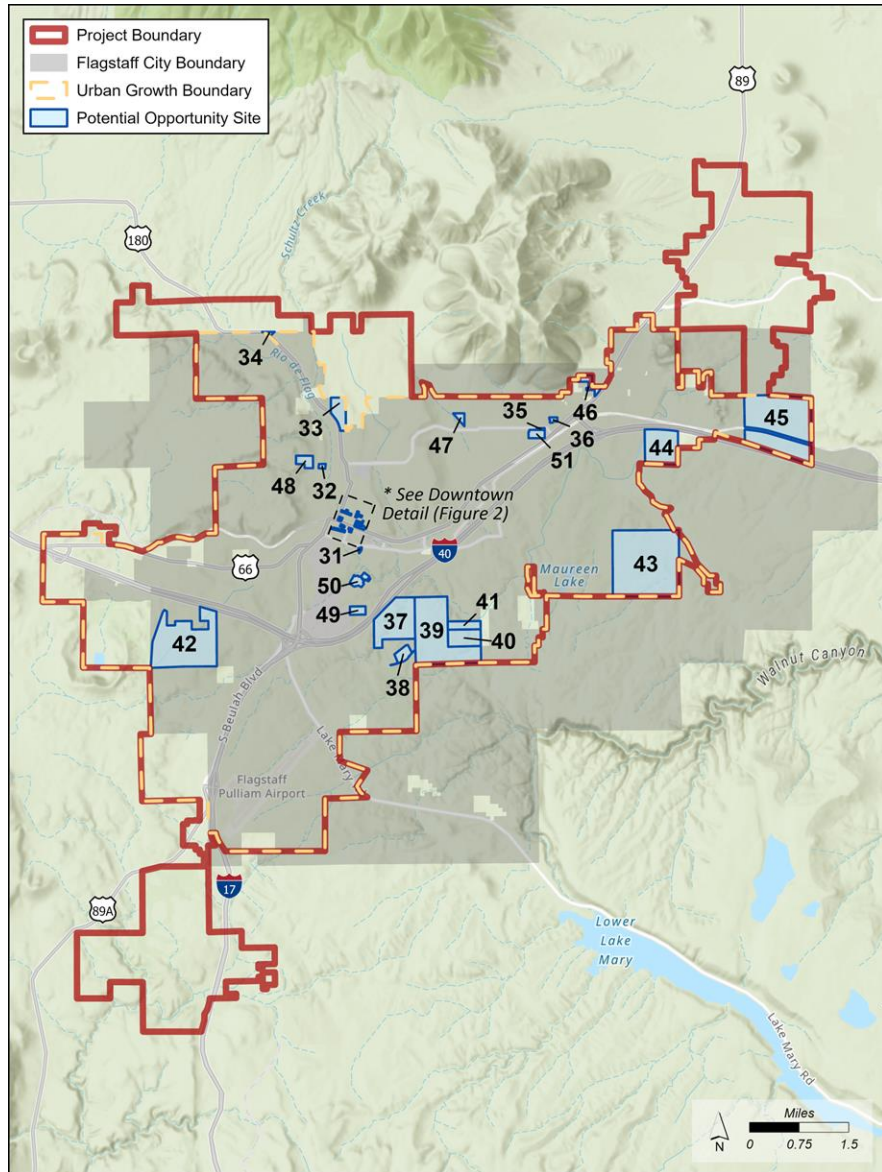


Opportunity Sites Review

- Worked with City team to identify around 50 “opportunity sites” for closer study
- Goal was to select sites of a variety of locations, sizes, owners, and states of development that could be candidates for infill or new residential development areas
 - Interactive comment map
 - Discussions with multiple City divisions
 - Site visits
- City also recommended inclusion of sites from the following special categories:
 - Catalytic Project areas from the 2023 Draft Downtown Flagstaff Vision & Action Plan
 - Arizona State Trust lands
 - U.S. Forest Service administrative sites with potential for residential land leases
 - Redevelopment of existing public housing sites



Opportunity Sites





Opportunity Site Readiness

Opportunity Level	
High	Significant potential residential yield (based on qualitative assessment of current zoning and site size). <i>AND/OR</i> Development that is likely to occur under current zoning would be consistent with City affordability and climate goals.
Medium	Moderate potential residential yield (based on qualitative assessment of current zoning and site size). <i>AND/OR</i> Development that is likely to occur under current zoning would be somewhat consistent with City affordability and climate goals.
Low	Limited potential residential yield (based on qualitative assessment of current zoning and site size). <i>AND/OR</i> Development under current zoning would likely not be consistent with City affordability and climate goals.



Opportunity Site Readiness

Infrastructure Readiness Level	
High	<p>Water and sewer utilities are directly accessible to the site, minimizing the potential need for offsite improvements (such as upsizing mains or pipe relocations).</p> <p>AND</p> <p>Site is well-connected to all modes of transportation, or planned system improvements will connect the site in the future. Supports transit and active modes of transportation.</p>
Medium	<p>Water and/or sewer utilities are partially accessible to the site, and some off-site utility improvements (such as new extensions, upsizing mains, or pipe relocations) will be required.</p> <p>AND/OR</p> <p>Site is at least partially connected to an existing primary transportation route, or planned system improvements will connect the site in the future. May have moderate access to transit and active modes of transportation.</p>
Low	<p>Water and/or sewer utilities are not available to the site, and significant offsite improvements (such as new extensions, upsizing mains, or pipe relocations) will be required. These may be extensive and costly.</p> <p>AND/OR</p> <p>Site has a major lack of convenient and sustainable access.</p>



Opportunity Site Characteristics

Ownership

- **City:** 11 sites, approximately 79.7 total acres or 73.3 environmentally unconstrained acres.
- **County:** 4 sites, approximately 59.3 acres or 54.1 environmentally unconstrained acres.
- **National Forest:** 4 sites, approximately 81.3 acres or 72.8 environmentally unconstrained acres.
- **State Trust:** 5 sites, approximately 2,187 acres or 2,066 environmentally unconstrained acres.
- **Private or other:** 32 sites, approximately 365 acres or 282 environmentally unconstrained acres.

Current Development / Land Use

- **Developed (Built Out):** 4 sites, approximately 38.2 acres.
- **Developed (Including Surface Parking):** 26 sites, approximately 15.8 acres.
- **Surface Parking:** 6 sites are entirely surface parking lots, approximately 2.7 acres.
- **Undeveloped:** 20 sites are either almost or completely undeveloped, approximately 2,715 acres.



Opportunity Site Characteristics

Zoning

- **Commercial** (Central Business, Commercial Service, Community Commercial, and/or Highway Commercial) – 36 sites, approximately 21 acres.
- **Public Facility / Public Lands Forest** – 2 sites, approximately 30 acres.
- **High Density Residential** – 3 sites, approximately 22 acres.
- **Medium Density Residential** – 2 sites, approximately 26 acres.
- **Manufactured Housing** – 1 site, approximately 27 acres.
- **Single Family Residential** – 3 sites, approximately 93 acres.
- **Rural or Estate Residential** – 9 sites, approximately 2552 acres.



Opportunity Site Challenges



Overall

- Majority of the land would need to be rezoned
- Missing infrastructure

Downtown Specific

- Aging infrastructure
- Floodplain and drainage
- Proximity to railroad noise
- Access and parking

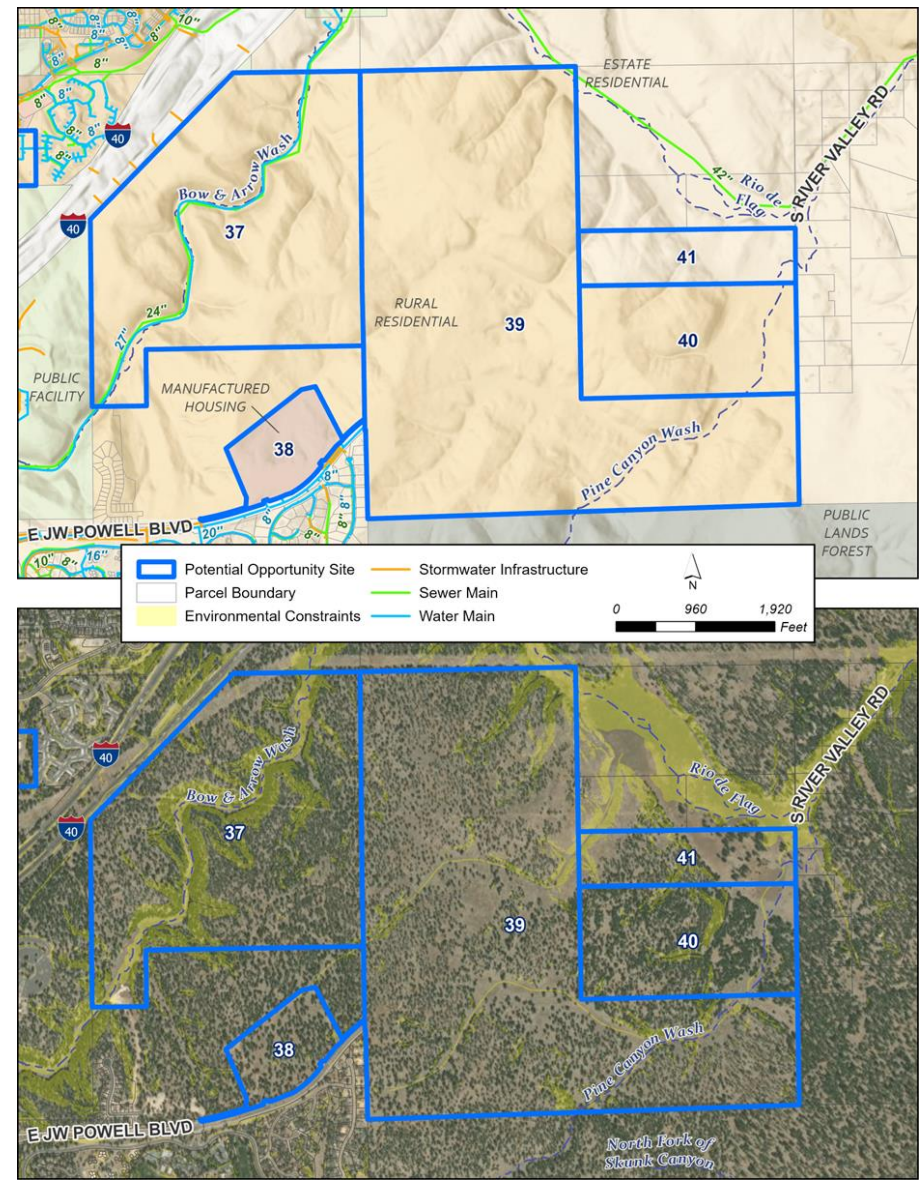


Opportunity Site Challenges



JWP Area

- Drainage
- Topography
- Zoning for low-density





Opportunity Sites Conclusions

- **High Opportunity & Infrastructure Level:** 7 sites, ranging from 0.5 to 3.1 acres in size (average 1.5 acres).
- **High Opportunity but Medium or Low Infrastructure Level:** 12 sites, ranging from 0.4 to 431.2 acres in size (average 49.1 acres).
- Within the sites that present relatively high “opportunity level”, **larger sized sites generally lack infrastructure access.**
 - The City could play a facilitation role in the development of these sites by advancing master planning and infrastructure planning to create a clearer path to implementing residential development on these sites and creating opportunities for greater density and greater development yield to ensure that financial returns on these sites incentivize the infrastructure investments.
- **Medium Opportunity but High or Medium Infrastructure Level:** 12 sites, all under 10.5 acres in size (average 1.5 acres).
 - While not High opportunity level, these sites do have relatively high levels of infrastructure readiness and are not very large in area, so they may still represent relatively “low-hanging fruit” types of projects to add residential development to the community.
 - For these sites, the City could help facilitate development through public-private partnerships, and code and/or procedural improvements that could improve development yield and/or the timeline required to execute a development project.



Opportunity Sites Conclusions

- **Medium Opportunity but Low Infrastructure Level:** 5 sites, mostly large sites ranging from 33.33 to 604.2 acres (average 248.7 acres).
 - The sites were assigned Medium due to their current zoning, which is all low-density residential, and the fact that they are not owned by the City.
 - Their Low infrastructure readiness level reflects that they are not yet served by transportation and/or utility infrastructure, so their conversion to residential development may be farther out in the future.
 - The City could facilitate efforts for greater residential yield from these sites through potential rezoning and associated infrastructure planning to ensure infrastructure networks are planned and calibrated to meet the expected additional demand.
- **Low Opportunity but High Infrastructure Level:** 10 sites, all approximately 0.3 acres or less in size. With one exception, the 8 sites identified to have Low opportunity, but Medium infrastructure readiness level are also 0.6 acres or smaller.
 - These sites located in downtown or Southside, and none are owned by the City.
 - These sites have the potential to catalyze other development downtown but are unlikely to make a significant impact to the bringing the City closer to its goal of 7,976 housing units by 2031.



Further Analysis

- **LASS will inform the Regional Plan update** by identifying the areas that could most benefit from additional density and infill
 - Inform scenario choosing
 - Inform land use designations
 - Other changes that could positively impact housing yield while moving closer to sustainability goals
- **Lass will inform the CAP** by informing recommended zoning code or development review process changes that impact the density allowed in different zoning districts, or when WSIA's or TIAs are required.
- Some observations of note include:
 - Smaller sites may not trigger WSIA's, and even then, may not apply if existing infrastructure appears to be sufficient to meet new development needs. Any larger developments will all require WSIA's.
 - Most of the higher opportunity level sites will require TIAs. Developers in the community have noted that this can be a lengthy and expensive process with difficult-to-predict mitigation. Changes to how the City manages traffic information and TIA processes could improve the likelihood and affordability of more significant housing development projects.
 - Some of the largest sites that may become entirely new development areas tend to be zoned Rural or Estate Residential, which lead to very spread-out development that only serves high income groups. Need to look for ways to encourage higher density development on a least a portion of these sites.



Further Analysis

- This document helps provide specific locations and examples of where significant housing opportunities exist and therefore serves as a resource for considering when, where and how future code amendments, zone changes, collaborative development planning and master planning efforts will make the most impact in the City.
- Underscores importance of looking at parking strategies such as a Traffic Demand Management to promote residential density.
- LASS limited review of environmental constraints to what is currently regulated. Further analysis through the CAP of emerging issues such as the 500-year flood plan and wildfire threat may be necessary.
- Could inform Capital Improvement Plan (CIP) and underscores importance of Regional Plan and Capital Improvement Plan working together.



Code Analysis Project

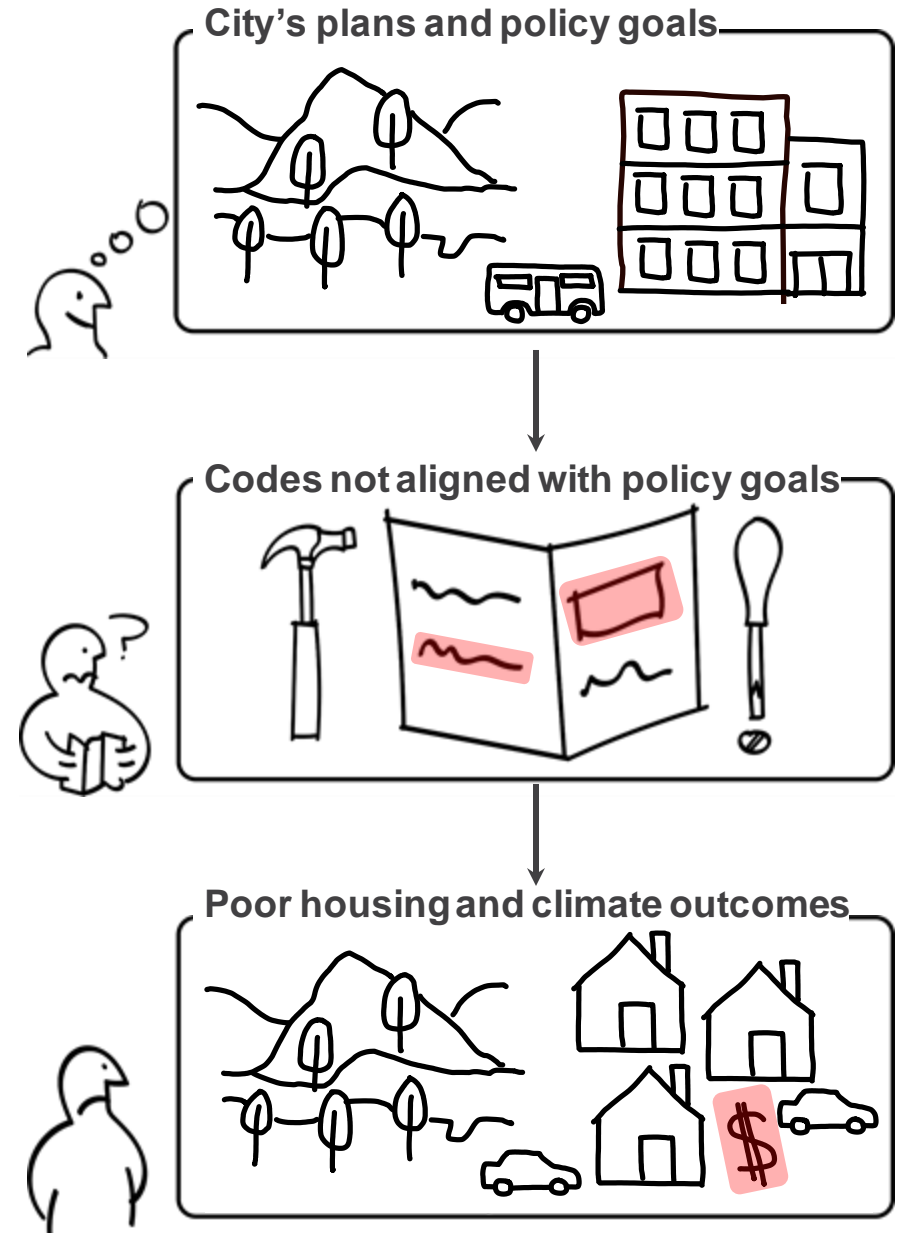
Code Diagnosis Overview and Key Findings



PURPOSE AND GOALS

Development codes are a key tool for achieving housing and climate goals.

- Plans and policies call for bold, urgent action.
- Codes are not functioning as an effective tool to implement plans and policies.
- Codes may prioritize other goals above housing and climate.
- Codes may have been written in a different context and are now out of sync with today's economic and climate realities.



THREE PHASES OF THE CODE ANALYSIS

DIAGNOSTIC

CONCEPTS

RECOMMENDATIONS AND TESTING



Identify and evaluate barriers, opportunities, conflicts.

Develop concepts and approaches for code updates.

Recommend specific code updates and test the impact of implementing the changes.

Deliverable:

Code Diagnostic Report

Deliverable:

Code Concepts Report

Deliverable:

Code Recommendations and Impacts Report

Timing:

February/March 2024

Timing:

Summer 2024

Timing:

Late Fall/Winter 2024

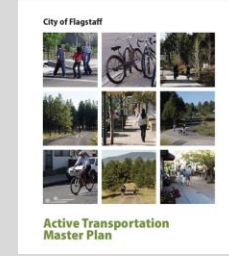
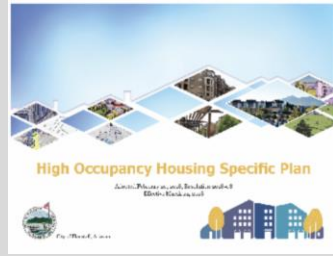
 Council Meeting
APRIL

 Council Meeting

 Council Meeting(s)

DISTILLING POLICIES AND GOALS INTO CLEAR OUTCOMES

PLANS



KEY OUTCOMES IMPACTED BY CODES

Housing

- Abundant Housing Supply
- Diversity of Housing Types
- Lower Cost Market Rate Housing Production
- Income-Restricted Affordable Housing Production
- Mixed Use Development and Neighborhoods
- Infill Development and Compact Land Use Patterns
- Equity and Fair Housing

Climate

- Community Resilience, Health and Safety
- Walkable Neighborhoods
- Safe and Inclusive Networks for Walking and Biking
- Transit Oriented Development and Transit Ridership
- Clean Air Status
- Adaptive Reuse and Preservation of Existing Housing Stock
- Inclusive Recreation
- Electric Mobility
- Clean Electricity
- Building Fuel Switching
- Reduced Building Energy Use
- Sustainable Consumption
- Water Security
- Healthy Forests and Open Spaces
- Carbon Dioxide Removal

SCOPE OF THE CODE ANALYSIS

Municipal Code

- Title 4: Building Regulations
- Title 5: Fire Code
- Title 8: Public Ways and Property
- Title 10: Zoning Code
 - Affordable Housing Incentives
 - Residential Sustainable Building Incentives
- Title 11: General Plans and Subdivisions
- Title 13: Engineering Design Standards
- Development Review Processes

Technical Manuals

- Transportation Impact Analysis Manual
- Incentive Policy for Affordable Housing
- Mountain Line Design Guidelines for Transit Facilities

METHODOLOGY

- Close review of code, process, and plan documents
- Discussions with City staff
- Development stakeholder meetings – soliciting feedback from local developers, engineers, and architects regarding potential barriers to affordable and sustainable residential development in the City
- A review of development case studies in the City
- Residential development site, building, and unit modeling

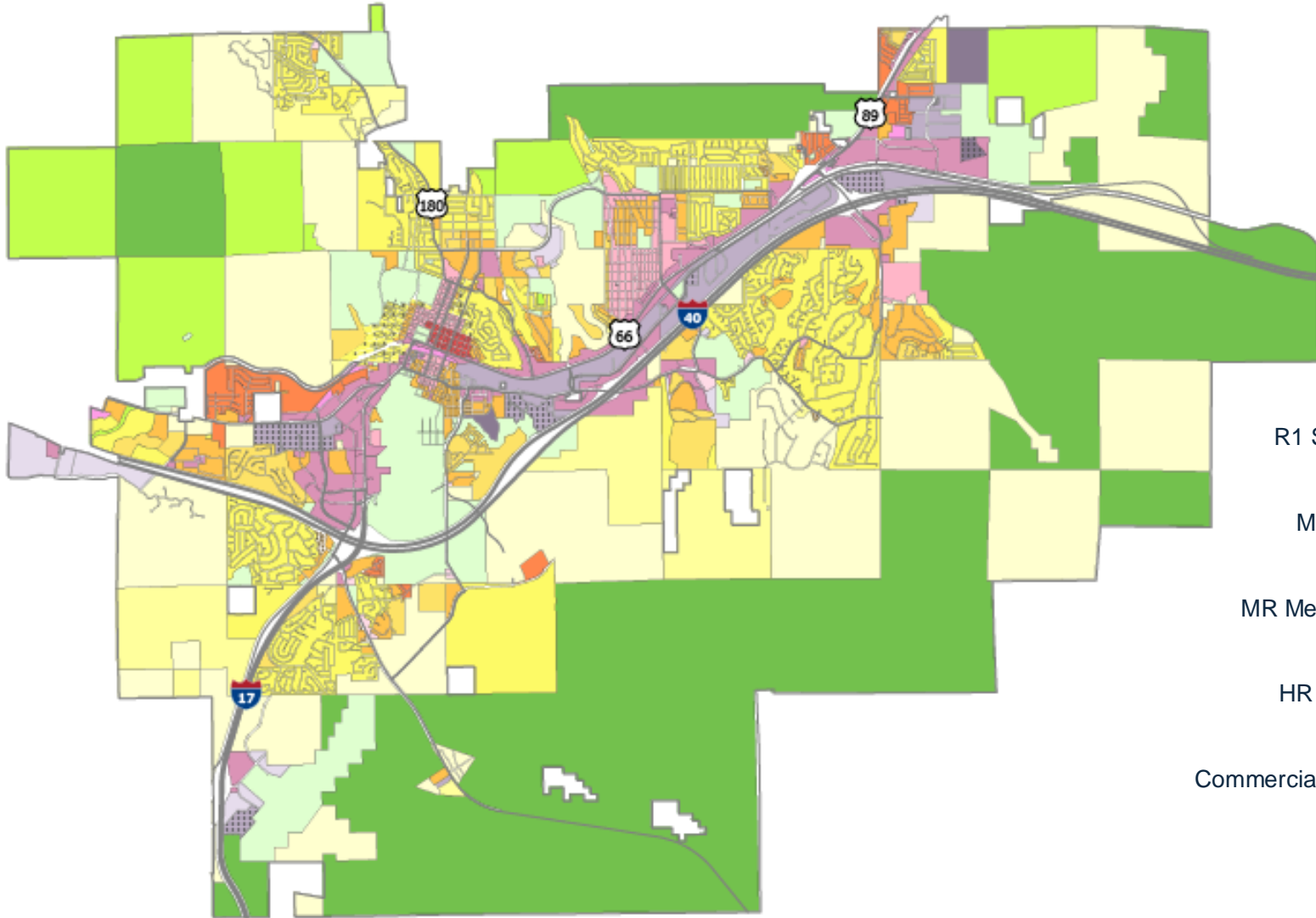
Code Diagnosis Key Findings

Zoning and Subdivision Codes



CONTEXT

Where is the buildable land? What zones have the most capacity for new housing?



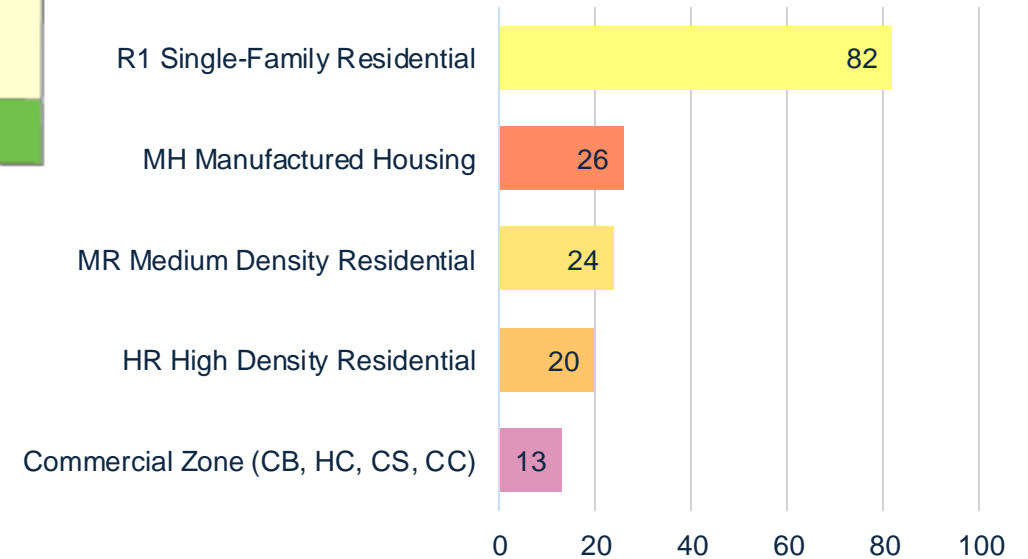
Acreeage of Buildable Land on LASS Opportunity Sites

RR

2,352

acres

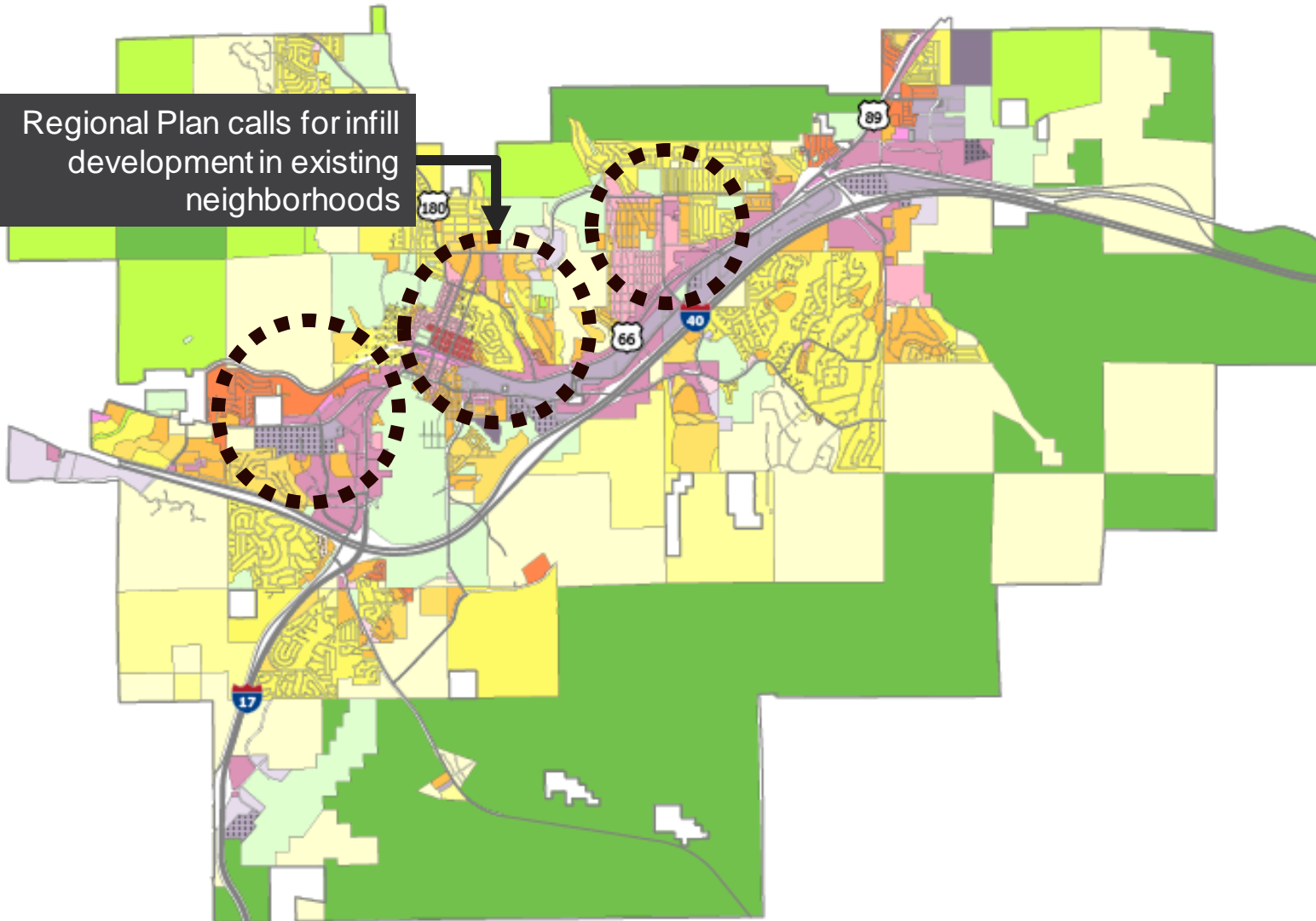
ER



CONTEXT

Where does the Regional Plan call for new housing to be prioritized to meet climate and housing goals?

Regional Plan calls for infill development in existing neighborhoods

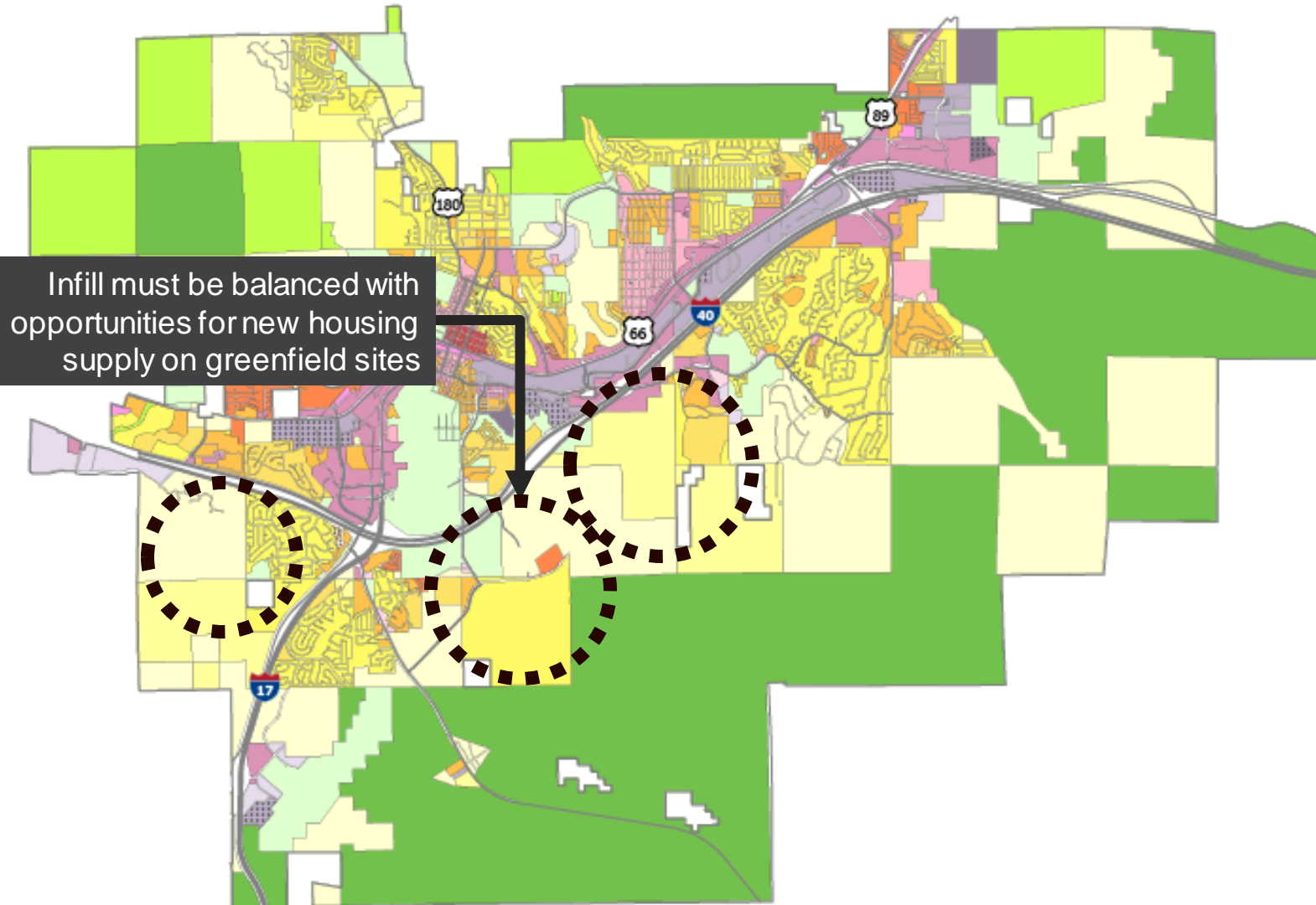


- Commercial zones are most prominent in existing neighborhoods.
- Medium and high-density zones (MR, HR) are also important existing neighborhoods.



CONTEXT

Where does the Regional Plan call for new housing to be prioritized to meet climate and housing goals?

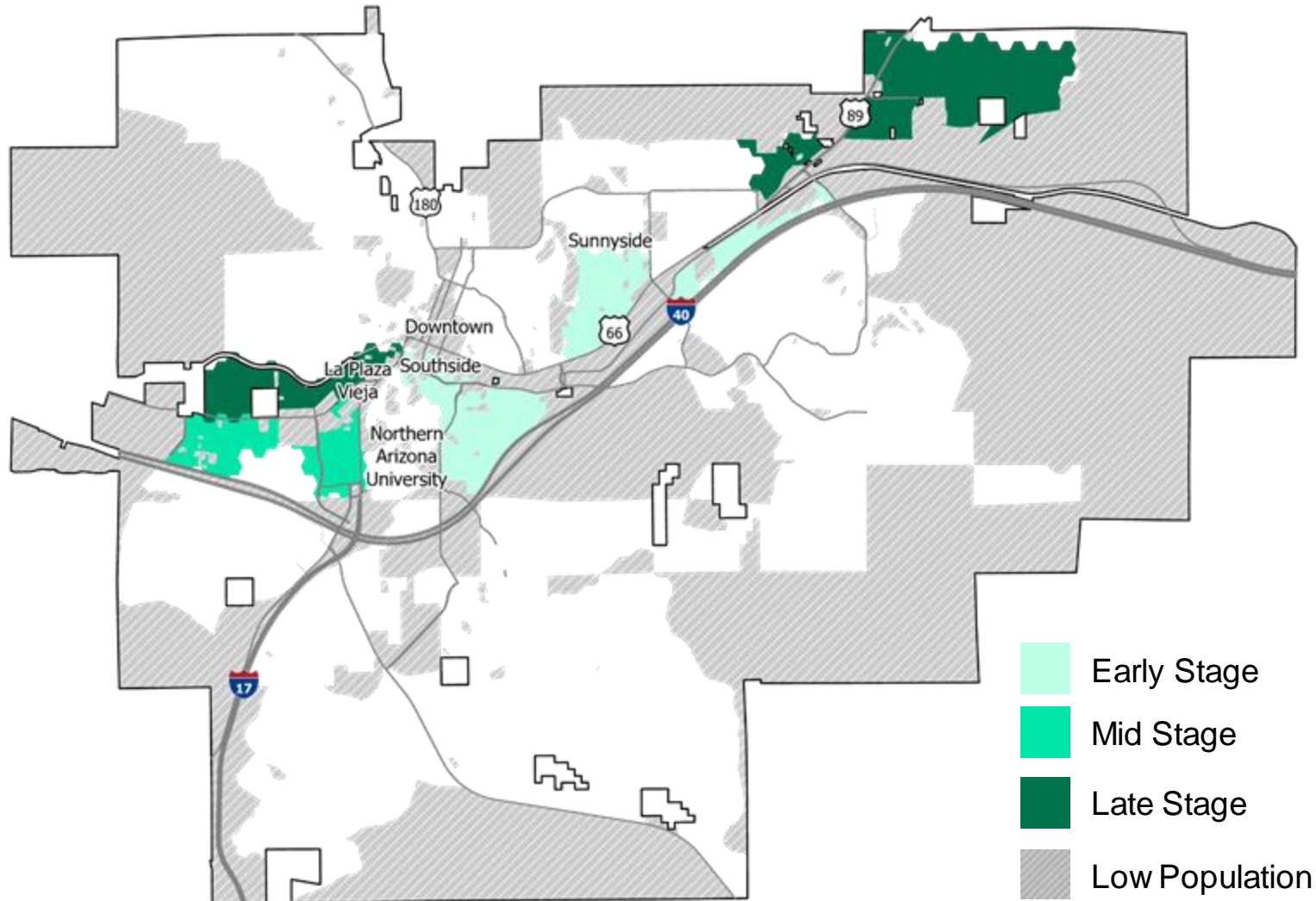


- Land zoned RR and ER may be rezoned to another residential zone
- How can the city ensure that rezoning and subdivision processes keep pace with housing needs?
- When rezoning occurs, will new development meet housing and climate goals?



CONTEXT

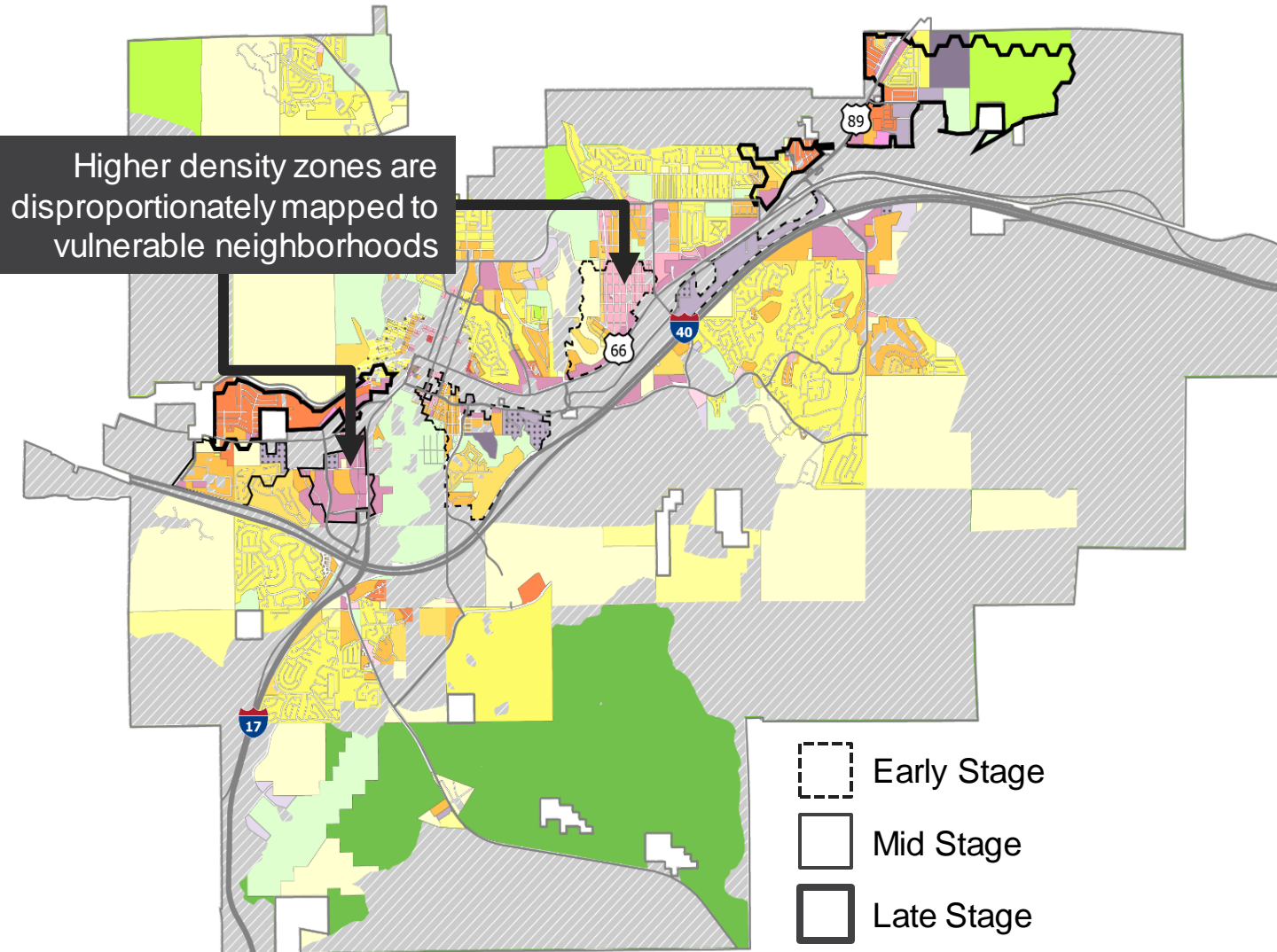
Where are the households that are vulnerable to displacement if housing production does not keep pace?



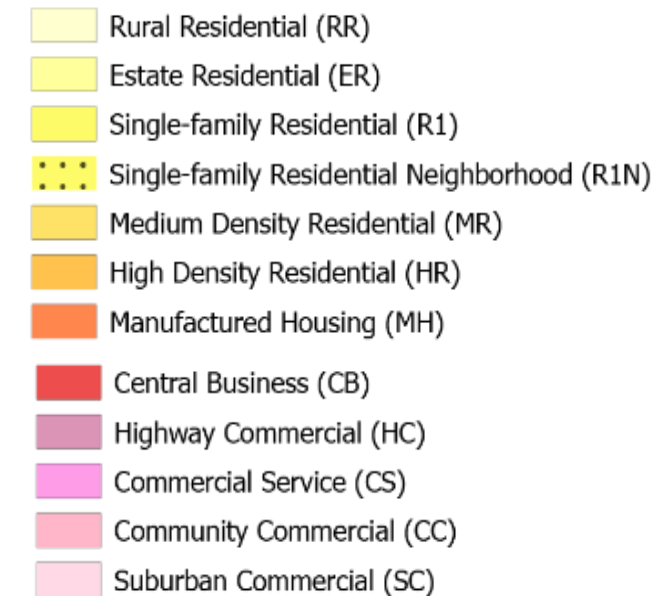
- Displacement was evaluated by combining indicators of vulnerability with indicators of demographic and housing market change.
- Housing production has been found to prevent displacement
- Displacement occurs in the context of housing scarcity
- New housing supply is needed both inside and outside vulnerable neighborhoods
- Other anti-displacement strategies could be targeted to these neighborhoods, such as siting affordable housing.

CONTEXT

Where are the households that are vulnerable to displacement if housing production does not keep pace?



- If lower density zones do not keep pace with demand, this may shift demand to higher density zones
- To mitigate displacement, focus on reducing barriers to housing production and diversity in all zone districts.



Overview of Major Barriers and Issues

CITYWIDE ISSUES

- **Review Procedures.** Zoning map amendment and subdivision review process are deterring development and slowing the pace of housing production.
- **Affordable Housing and Sustainable Building Incentives.** Incentive programs are not economically compelling and undercut by other provisions.
- **Resource Protection.** The RPO is not optimized to balance housing production goals with environmental goals.
- **Minimum Parking Requirements.** Critical barrier to housing affordability, development feasibility, and climate goals for higher density housing in transit-served areas.
- **High Occupancy Housing.** Requiring a conditional use permit and other specific development standards are a critical barrier to high density housing.

ZONE-SPECIFIC ISSUES

R1/R1N

Low density and restrictions on housing type are inconsistent with housing and climate goals.

MR

Higher density allowance needed to encourage smaller, more affordable units.

COMM. ZONES

Could provide for the higher densities that support goals, but parking requirements and HOH regulations severely limit this potential.

Zoning Map Amendment and Subdivision Review Processes

Both the zoning map amendment process and subdivision review process are deterring development and slowing the pace of housing production.

- Requiring a Development Agreement is unnecessarily complex, limits flexibility, and deters rezoning.
- The rezoning process encourages negotiations to address citywide needs that cannot be effectively addressed on a site-by-site basis.
- The Concept Plat phase of subdivision process adds unnecessary cost and delay at the beginning of the process.
- City Council approval of all subdivisions adds unnecessary uncertainty, cost, and delay.



CLOSER LOOK

Why does a Development Agreement complicate the zoning map amendment?

- Requires greater upfront investment in project design, complicates process of securing development partners
- Limits flexibility to respond to unforeseen challenges by requiring detailed commitments.
- Nullifies the flexibility that is offered by some of the City's code standards by replacing the standards with DA commitments.

R1/R1N

Single-Family Residential Zone

- Minimum lot size and minimum street width standards limit achievable density.
- R1 density levels are inconsistent with the City's climate goals.
- Restrictive use regulations and low density discourage "missing middle" housing.
- The R1 zone may be constraining overall housing supply, worsening affordability.

max density

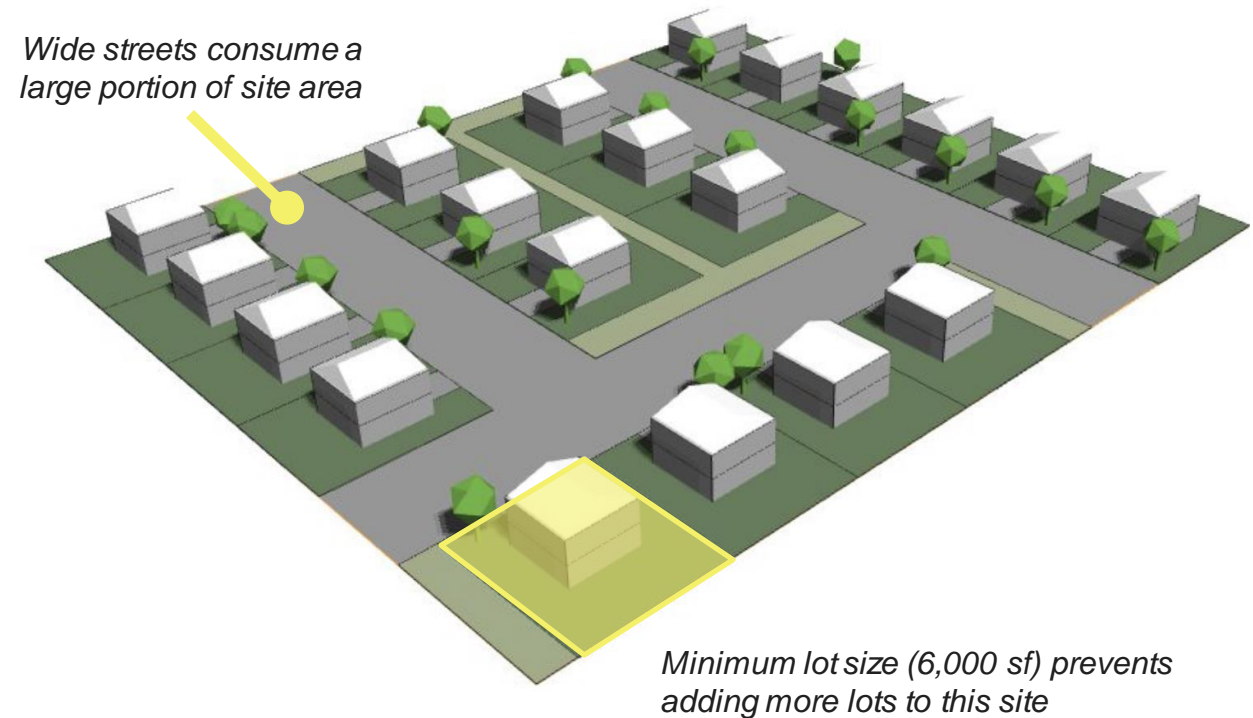
6.0

units per acre

achievable density

4.7

units per acre



R1/R1N

Single-Family Residential Zone

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max density

6.0

units per acre

transit-supportive density

8-15

units per acre



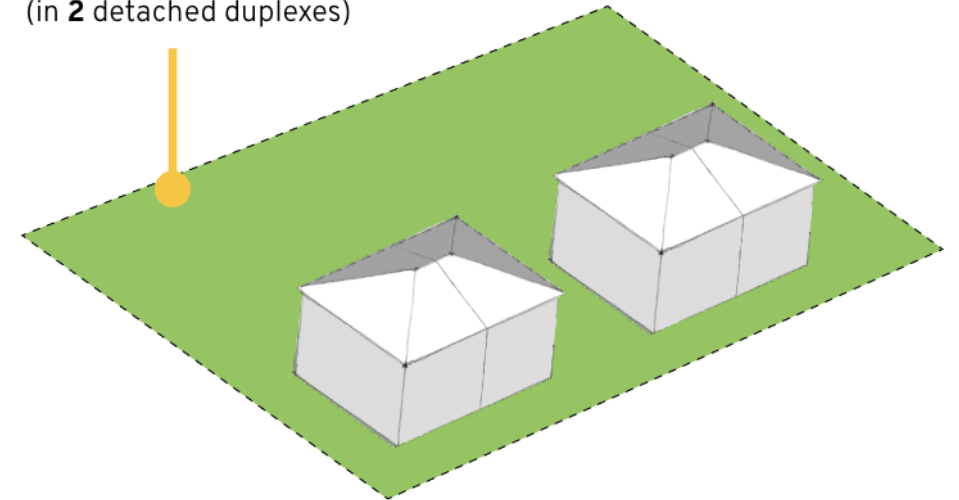
R1/R1N

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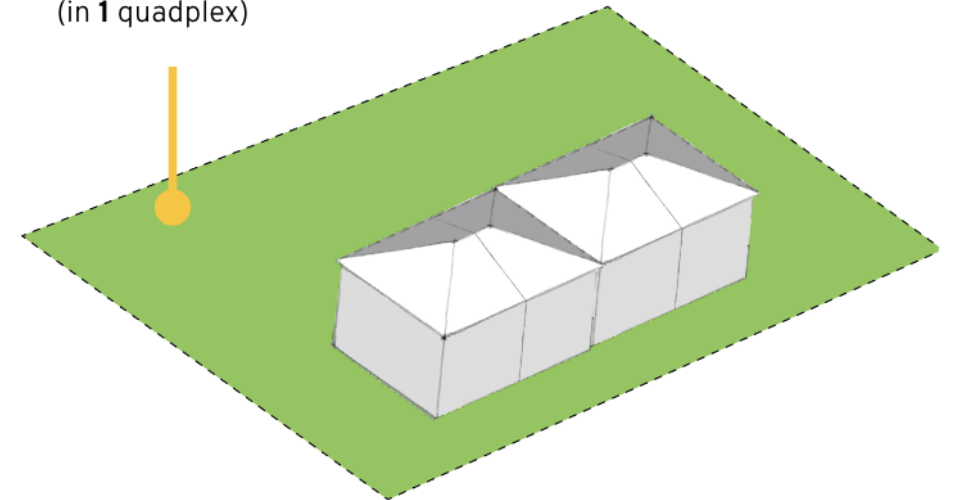
Allowed

4 Units
(in 2 detached duplexes)



Prohibited

4 Units
(in 1 quadplex)



R1/R1N

Single-Family Residential Zone

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- R1 density levels are inconsistent with the City's climate goals.
- Restrictive use regulations and low density discourage "missing middle" housing.
- The R1 zone may be constraining overall housing supply, worsening affordability.

Homeownership | Increasingly Unaffordable

Since 2011, the median sales price of a home rose by **119%**, while Area Median Income rose by only **16%**.



¹ Northern Arizona MLS. Information is deemed reliable, but is not guaranteed. | ² <https://www.huduser.gov/portal/datasets/il.html#2021> | ³ <https://www.huduser.gov/portal/datasets/fmr.html>

10-Year Housing Plan Goal

7,976

housing units by 2031

MR

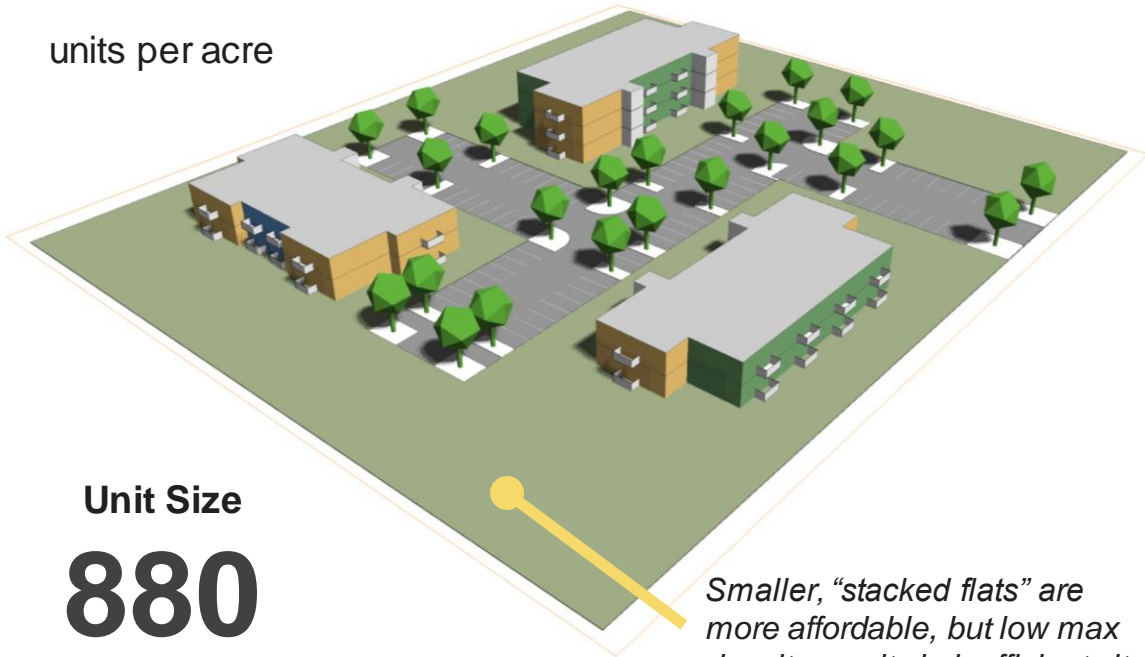
Medium Density Residential Zone

Max density limits missing middle housing types and encourages larger, more expensive units.

Density

14

units per acre



Unit Size

880

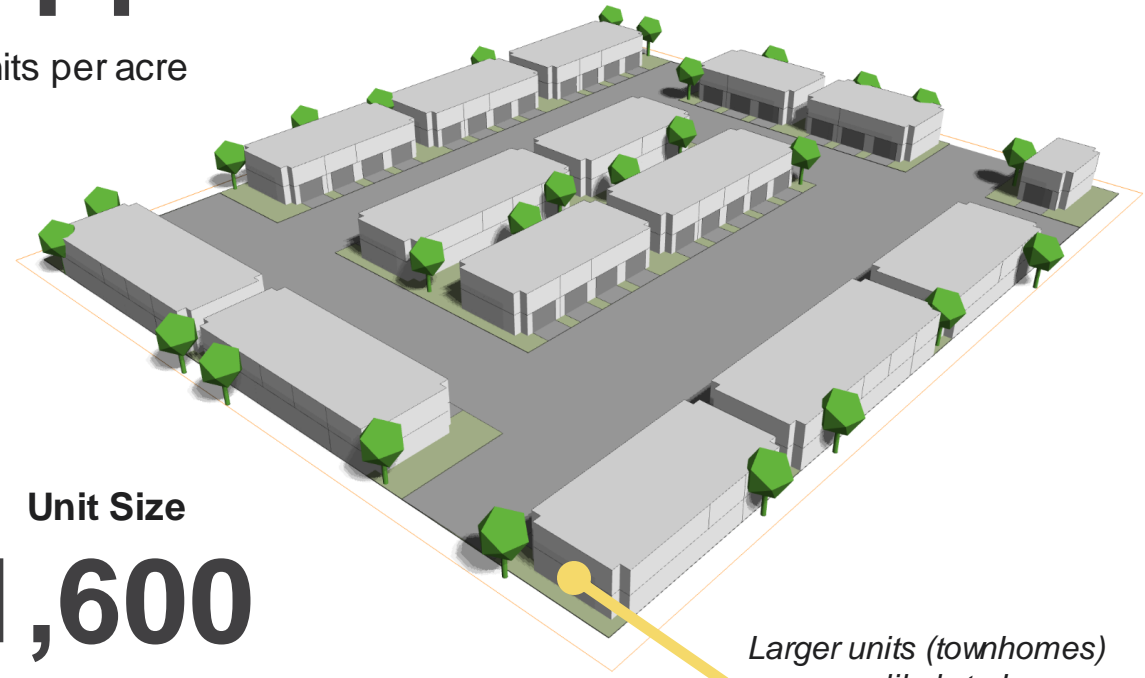
square feet

Smaller, "stacked flats" are more affordable, but low max density results in inefficient site

Density

14

units per acre



Unit Size

1,600

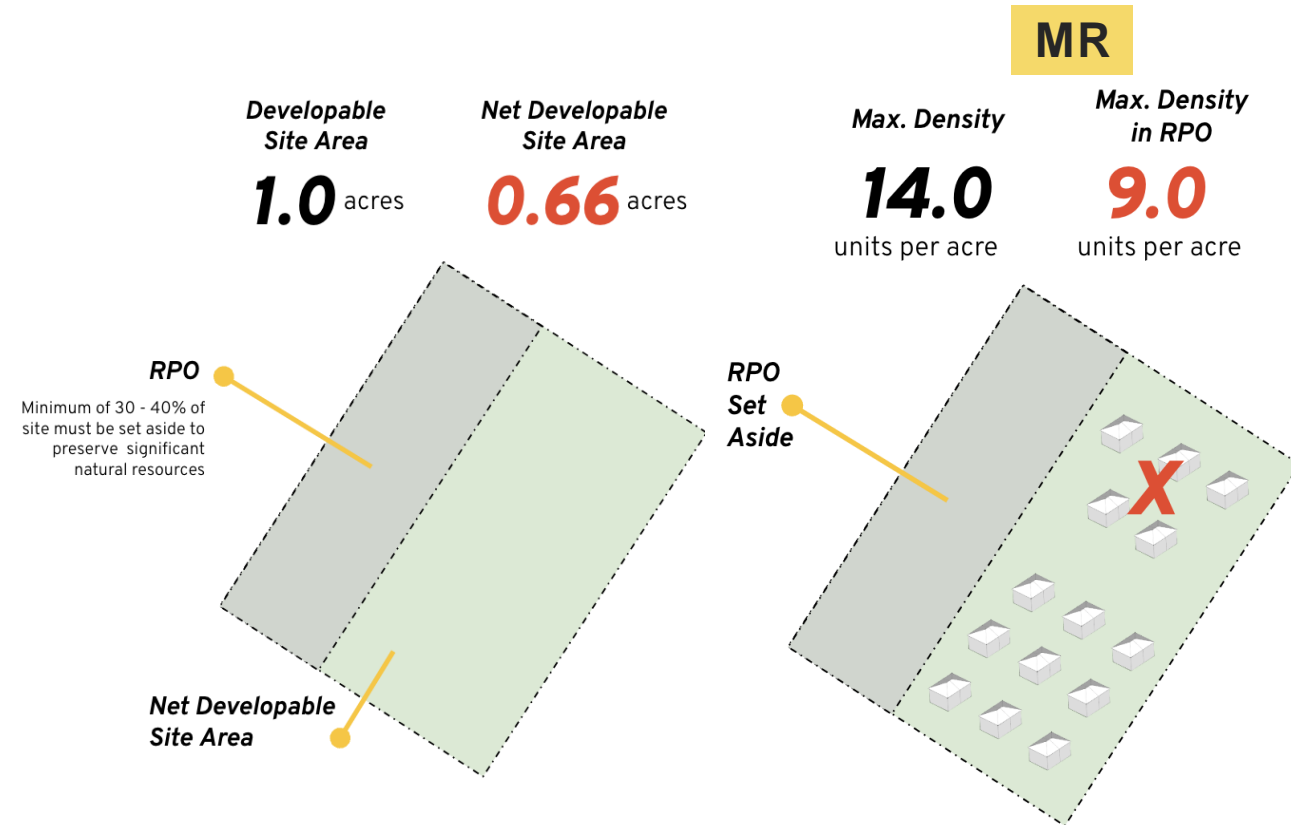
square feet

Larger units (townhomes) are more likely to be developed at this density

Resource Protection Overlay Zone

The RPO is not optimized to balance housing production goals with environmental goals.

- Limits density below the base zone, in addition to prohibiting development in resource areas
- Density caps are an indirect and ineffective way to protect natural resources
- Does not allow forest and slope resource areas to be contiguous
- Requires a large share of resources to be preserved on each site, constraining housing production
- Fire risk associated with the proximity of residential units to forest resources

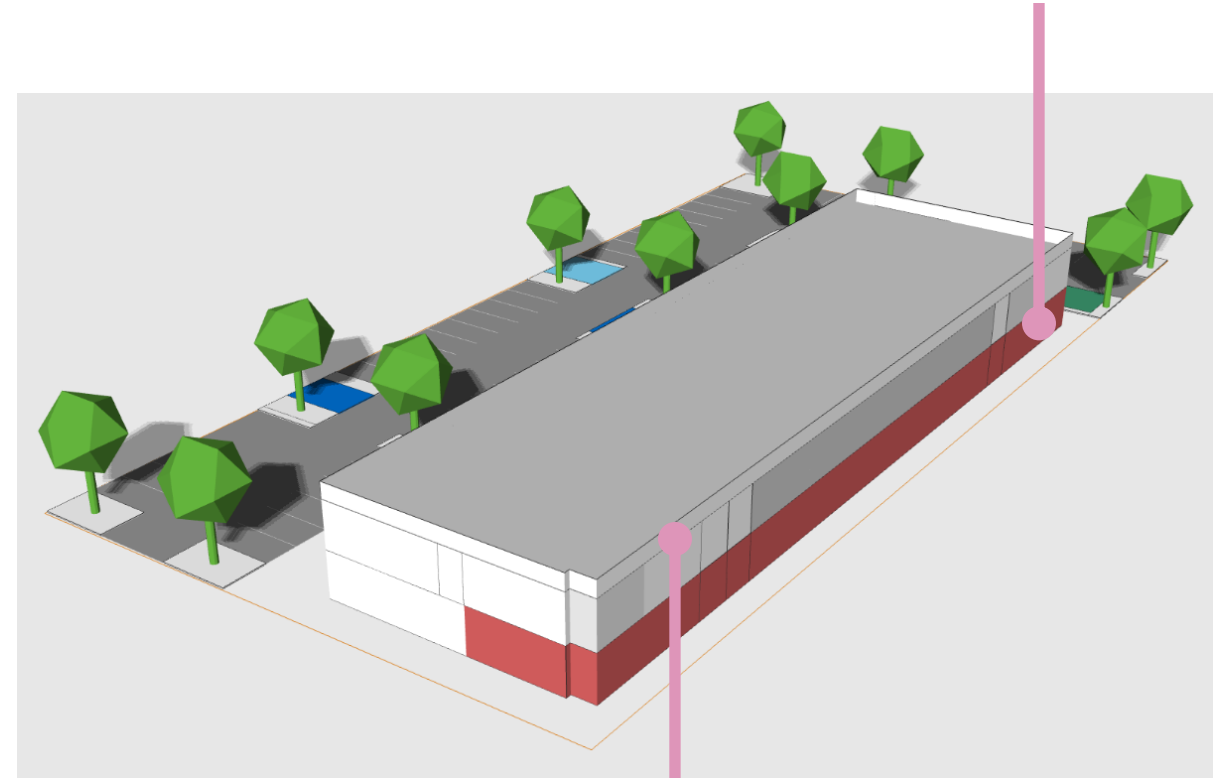


Commercial Zones

Commercial zones are often suitable for high density housing, but the code makes it challenging to build housing in these zones.

- Low maximum density (29 units per acre) is a critical barrier to lower cost housing and encourages an inefficient use of land.
- Requiring a CUP for a standalone residential development is not the most effective approach for balancing the desire for both residential and commercial uses.

Large amount of ground floor commercial space required unless applying for a conditional use permit



Density

29

units per acre

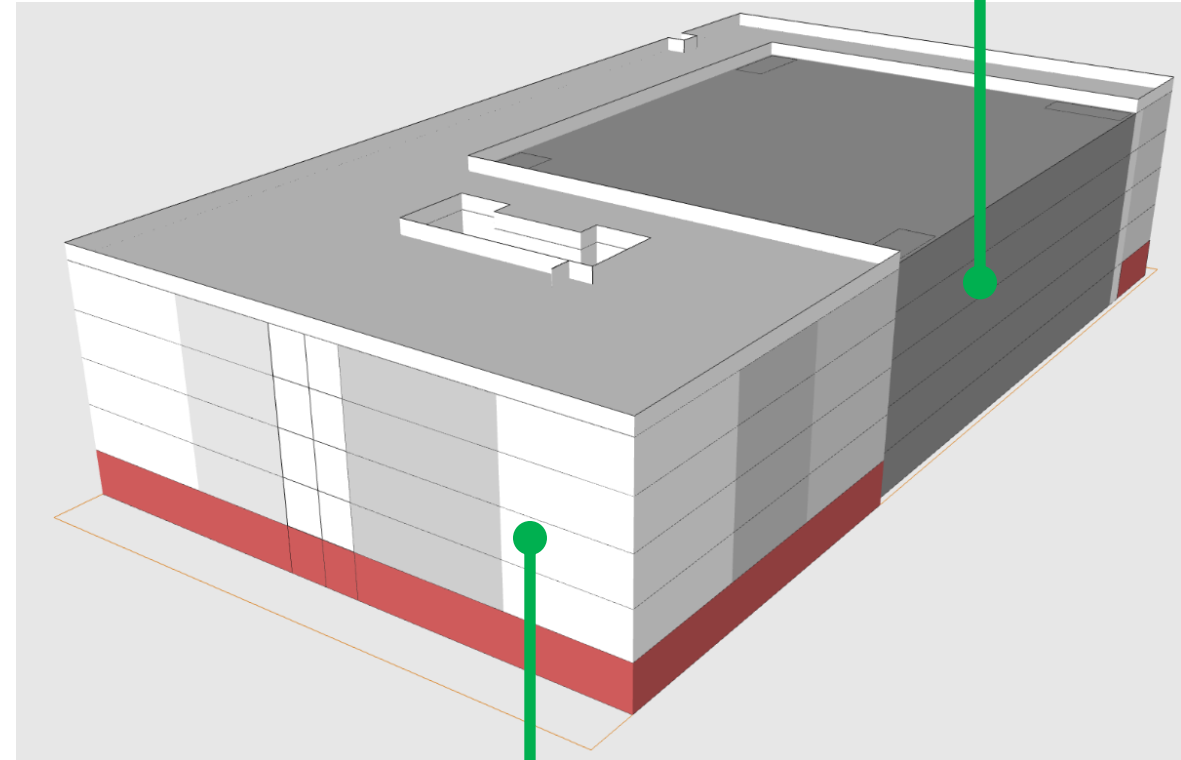
Density is maximized with only a two-story building unless applying for a conditional use permit for HOH.

Minimum Parking Requirements

Parking requirements are a critical barrier to housing and climate goals when applied to high density housing in transit-served areas.

- Multi-level parking structures are costly and infeasible on smaller sites. Lower cost methods of providing parking are physically infeasible at higher densities allowed by code.
- Parking for commercial space compounds the challenge of meeting residential requirements.
- Higher greenhouse gas (GHG) emissions due to embodied carbon in concrete parking structures.
- Recent research has found that high parking requirements may directly encourage higher vehicle ownership and driving.

Multi-level parking structure costs 5-10x to build than surface parking



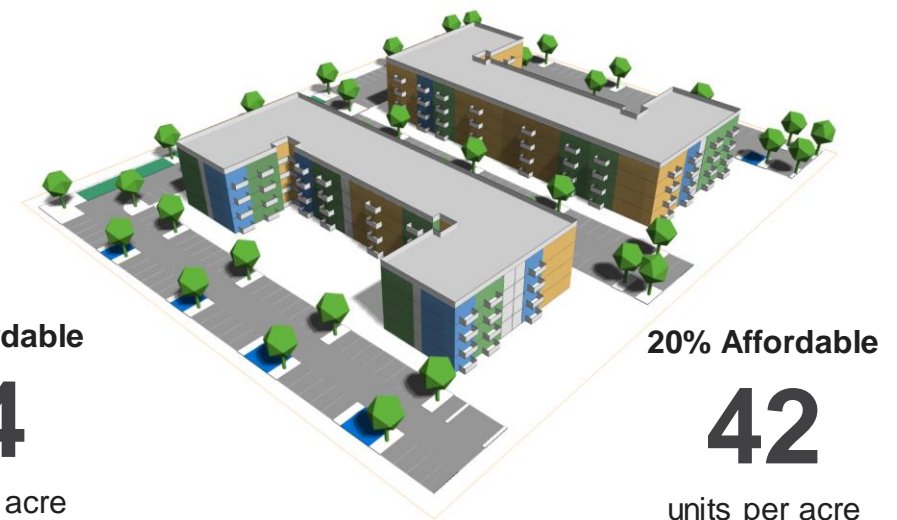
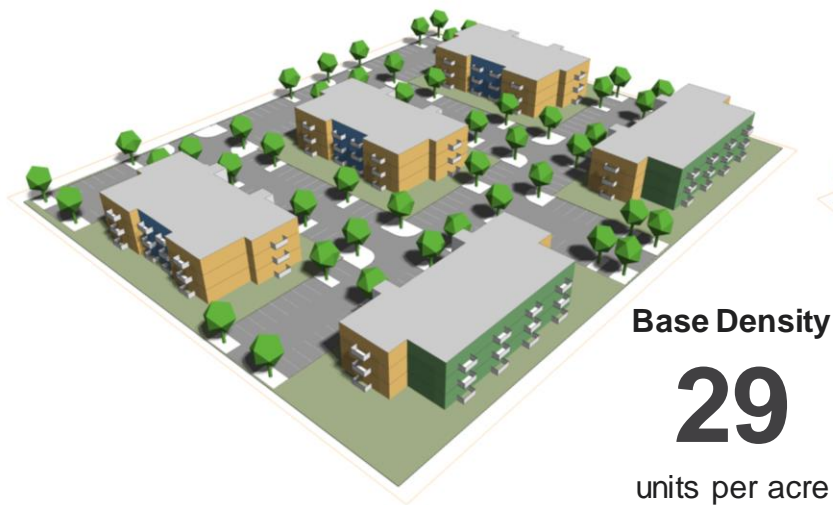
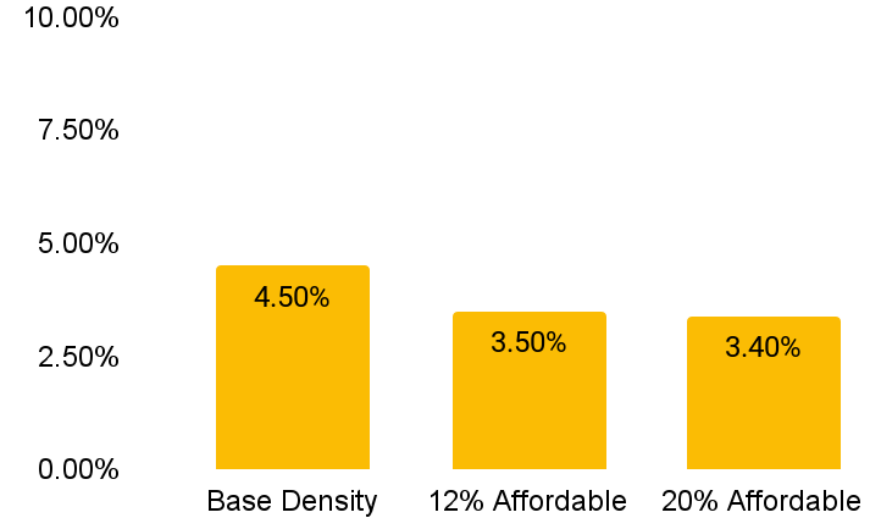
Min Feasible Rent
\$3,880
for 780 sf unit

Wrapping the units around a parking garage results in large structures that do not fit on small sites

Affordable Housing Incentives

- The costs of using the incentives outweigh the benefits. Modeled financial returns were lower for projects that used the incentives, despite higher densities.
- There are alternative pathways to achieving similar benefits, including the Planned Residential Development, Sustainable Building Incentives, parking reductions, and HOH conditional use permit.

Internal Rate of Return



Sustainable Building Incentives

Some sustainability features could be required, and others lack compelling incentives.

- Features such as water resource protection and electric vehicle charging may be more appropriate to require for most developments.
- All-electric buildings may be the most challenging to provide but are essential to the City's carbon neutrality goals.
- Density bonus is not a compelling incentive for many projects because it is too low or not achievable while complying with other standards.



Tensions with Other Policy Goals

Addressing these barriers may require reconciling tensions with the City's other policy goals.

- The report identifies these six policy goals as potentially impacted by addressing these code barriers.
- Strategies for reconciling tensions with these policy goals will be evaluated in the Code Concepts and Code Recommendations reports.



**Community
Character and
Design**



**Infrastructure
Sufficiency/Funding**



**Historic
Preservation**



**Parking
Management**



**Resource
Protection**



Public Involvement

Code Diagnosis Key Findings

Engineering, Traffic Impact Analysis
and Fire Access Standards



Stakeholder Comments - Examples

Some elements of current WSIA and TIA processes can be barriers to development.

- The requirement to conduct WSIA and TIA is often premature in the development process, requiring significant at-risk investment.
- There is an over-reliance on individual projects to fund transportation infrastructure versus a more reliable funding mechanism through the use of “impact fees” or SDCs to fund a defined capital facilities program. (Raised concerns about the equity of infrastructure funded on the back of larger projects.)

Desire to allow narrower streets and alternative sidewalk and planter strip designs.

- Noted that it has been difficult to obtain City approvals for modifications to the base road designs.

WSIA Process:

- Required for most developments
- Uncertainty regarding the off-site improvements that might be required.
- In some areas of the City, existing infrastructure may have known issues – old and undersized mains in downtown (and the potential for developers to be required to take on broader improvements) discourages dense infill and redevelopment that might be desired in downtown.

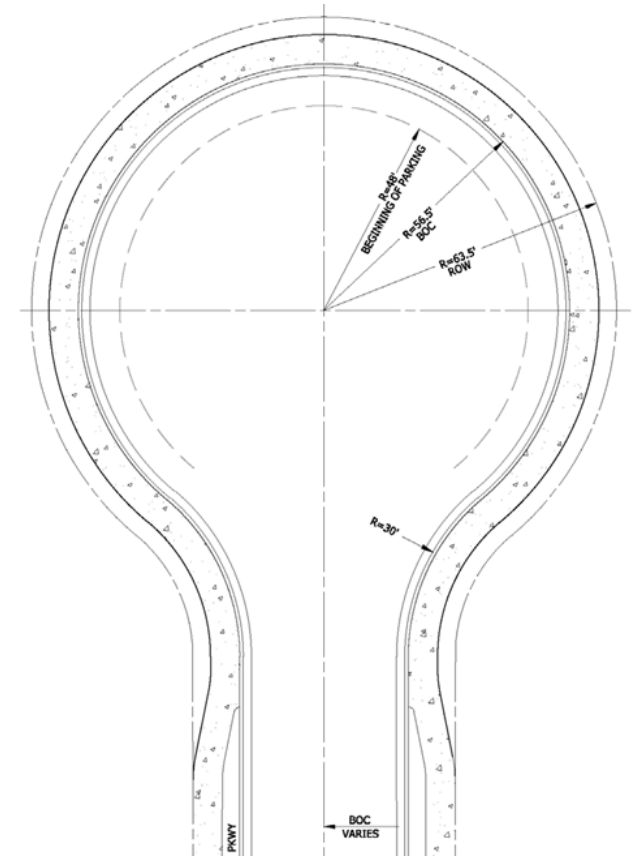
Flow Metrics:

- Metrics for assuming water and sewer demand in Tables 13-09-002-01 and 13-09-003-02 are from 1980 and may be overly conservative to actual use.

Transportation and Access

Code Issues

- **Street Cross-Sections** are wide, complex, and prescriptive
- **Winter Parking Ordinance** leads to off-street parking, even when streets are designed to accommodate parking
- **Cul-de-Sacs** are wide and generally an inefficient development pattern
- **Setbacks on Alleys** conflict with the benefits of alleys promoting building-forward, pedestrian-oriented neighborhoods. The setbacks are wider than needed yet often not wide enough to accommodate parking
- **Driveway Standards** may need more flexibility and options for reduced standards for small multifamily (3-4 units) that may be discouraged by current stricter requirements
- **Parkways** cost developments significant space and expense. Their benefits may need to be better balanced to consider their contribution to higher housing costs, low-density development, and use of scarce water resources



Transportation and Access

Conflicts with Key Outcomes

Current Problematic Outcomes:

- Engineering standards are contributing to low-density development that uses land inefficiently.
- Resulting residential development is typically expensive and misses opportunities for more “economy of scale.”
- Low density development with wider-than-needed streets is inefficient for all modes of transportation, including for cars, transit, and active modes.
- This pattern conflicts with affordability and sustainability goals.



TIA Requirements

Potential Issues

TIA Criteria may be subjective:

- This can have major impacts on development schedule and cost, therefore impacting housing affordability.
- Developers may decrease number of units to avoid more risk, costing the community more housing

Transit and Active Modes requirements and mitigation may also be subjective and difficult to predict:

- This can negatively impact housing production and affordability
- Requirements should be clarified – this is a missed opportunity to better promote and improve transit and active modes networks

Mitigation can be unpredictable and may not always seem proportional to an individual development's impact. This can make projects costly or unfeasible.

- Developers may avoid higher density development or cut back on units
- Standardized impact fees could be explored

Goal of this analysis was not to challenge important life safety requirements but to examine locally-adopted optional requirements and their impacts on desired housing and climate outcomes.

Fire Access Lane Widths

- Current requirements exceed IFC with a somewhat one-size-fits-all approach. This creates challenges for some types of developments, generally decreasing density and increasing housing costs.

Water Supply for Fire Protection

- 8-inch water mains are needed, but many urban fringe areas only have 6-inch mains.
- Upgrades in these urban fringe areas are expensive and add to housing production costs.

Code Diagnosis Key Findings

Building Code



- **Affordable Housing and Construction Costs.** Building codes have a minor role in current escalations in construction costs. Research supports current drivers of higher cost are tied to labor, supply chain disruptions, higher financing cost and demand.
- **Adaptive Reuse.** Complex and highly variable issue that will vary project-by-project. A multitude of codes are triggered that typically challenge a project's viability.
- **Sustainability.** Misalignment between stakeholders and city goals. Sustainability is seen by the development community as a nice to have, expensive, non-critical feature.
- **Carbon Neutrality.** Need to elevate building performance beyond code through energy and water efficiency. There is no path to carbon neutrality without renewable energy. Policies needs to align with changes in market such as grid decarbonization.
- **Incentives.** City housing and sustainability incentives are not enticing to overcome financial barriers. Requires a suite of local, state and federal and utility incentives.

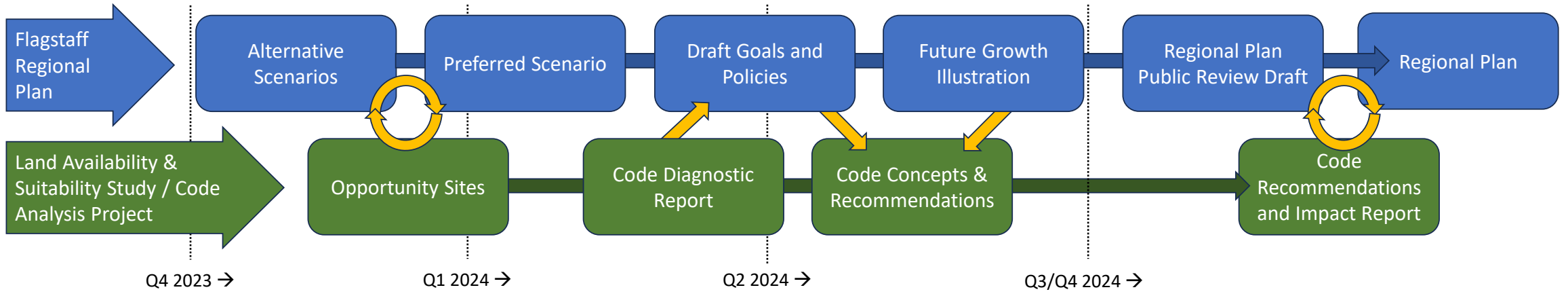


How Will this Information be Used?

- Inform Scenario Planning for the Regional Plan Update
- Inform Code Analysis Project (CAP)
 - 3-part project: code diagnosis, code concepts, and code recommendations
- Staff will work to prioritize recommended code changes
- Staff will conduct community outreach on proposed code changes
- Processes will be vetted and modified as recommended



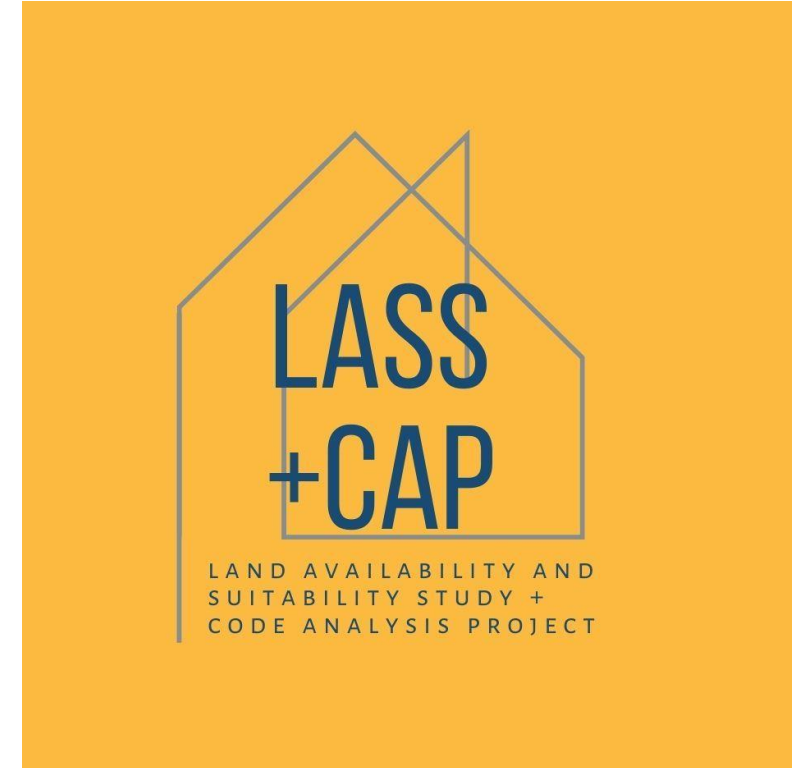
LASS+CAP Regional Plan Relationship





KEY DATES

- **March 2, 2024:** Steering Committee #1 (Part 1) – Land Availability and Suitability Study
- **March 26, 2024:** Steering Committee #1 (Part 2) – Code Analysis Project – Code Diagnosis
- **March 28, 2024:** Sustainability Commission
- **March 28, 2024:** Housing Commission
- **April 3, 2024:** Transportation Commission
- **April 10, 2024:** Planning and Zoning Commission
- **April 16, 2024:** Council Work session





Sustainability

6. c.

From: Tia Hatton, Sustainability Coordinator II

DATE: 03/28/2024

SUBJECT: Introduction to Flagstaff Sustainability Office Equity Work and Equity Assessment Tool
(30 minutes)

STAFF RECOMMENDED ACTION:

Jenna Ortega, Climate Engagement Analyst
Informational and Discussion

Executive Summary:



Sustainability

6. d.

From: Tia Hatton, Sustainability Coordinator II

DATE: 03/28/2024

SUBJECT: Regional Plan & the Sustainability Commission: Update and Next Steps (30 minutes)
Genevieve Pearthree, Climate Analyst, and Tia Hatton, Staff Commission Liaison

STAFF RECOMMENDED ACTION:

Informational, Discussion, and Possible Vote

Executive Summary:



Sustainability

6. e.

From: Tia Hatton, Sustainability Coordinator II

DATE: 03/28/2024

SUBJECT: Update/Recap on the Petition to Revise the Carbon Neutrality Plan (10 minutes)
Sustainability Staff

STAFF RECOMMENDED ACTION:

Informational

Executive Summary:
