

NOTICE AND AGENDA

BOARD OF ADJUSTMENT
TUESDAY
JANUARY 8, 2025

COUNCIL CHAMBERS
211 WEST ASPEN AVENUE
8:30 A.M.

To participate in the meeting virtually use the following link:

[Join the meeting now](#)

Written comments may be submitted to tantol@flagstaffaz.gov. All comments submitted via email will be considered written comments and will be documented into the record as such.

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 Board of Adjustment and to the general public that, at this meeting, the Board 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 Commissioners may be in attendance through other technological means.

DEVIN KELLEY, *Chair*
JED WESTOVER, *Vice Chair*
ART BABBOTT

DEBRA LEWIS
DIANE LORDEN
JAMES MALONEY

3. PUBLIC COMMENT

At this time, any member of the public may address the Board on any subject within their jurisdiction that is not scheduled before the Board on that day. Due to Open Meeting Laws, the Board cannot discuss or act on items presented during this portion of the agenda. To address the Board 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.

4. APPROVAL OF PRIOR MEETING MINUTES

Approval of the August 21, 2024 meeting minutes.

5. PUBLIC HEARING

A. Public Hearing: PZ-23-00161-04

A request for a Zoning Code Variance from the wall plane massing requirements of 10-50.20.030.B.2: Architectural Standards -- Building Massing, of the Zoning Code. This request is to increase the maximum horizontal wall plane from 75 feet to 133 feet. The subject property is located at 3773 N Kaspar Drive and is zoned Highway Commercial (HC).

1) Hold the Public Hearing

2) Staff recommends that the Board of Adjustment approve the proposed variance for a 133-foot wall plane in accordance with the findings presented in this staff summary.

- 6. **INFORMATIONAL ITEMS TO/FROM BOARD MEMBERS AND STAFF, FUTURE AGENDA ITEM REQUESTS**

- 7. **ADJOURNMENT**

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Tiffany Antol at (928) 213-2605. Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

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. in accordance with the statement filed by the City Council with the City Clerk. This notice has been posted on the City's website and can be downloaded at www.flagstaff.az.gov.

Dated this _____ day of _____, 2024.

Commission Representative