

MINUTES

1. Call to Order

Mayor Evans called the Work Session of the Flagstaff City Council held August 25, 2020, to order at 3:00 p.m.

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 City Council and to the general public that, at this work session, the City Council 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. Pledge of Allegiance and Mission Statement

The Council and attendees recited the pledge of allegiance and Vice Mayor Shimoni read the Mission Statement of the City of Flagstaff.

MISSION STATEMENT

The mission of the City of Flagstaff is to protect and enhance the quality of life for all.

3. Roll Call

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

PRESENT:

ABSENT:

MAYOR EVANS
VICE MAYOR SHIMONI
COUNCILMEMBER ASLAN
COUNCILMEMBER MCCARTHY
COUNCILMEMBER ODEGAARD
COUNCILMEMBER SALAS
COUNCILMEMBER WHELAN

Others present: City Manager Greg Clifton; City Attorney Sterling Solomon.

4. Public Participation

Public Participation enables the public to address the council about items that are not on the prepared agenda. Public Participation appears on the agenda twice, at the beginning and at the end of the work session. You may speak at one or the other, but not both. Anyone wishing to comment at the meeting is asked to fill out a speaker card and submit it to the recording clerk. When the item comes up on the agenda, your name will be called. You may address the Council up to three times throughout the meeting, including comments made during Public Participation. Please limit your remarks to three minutes per item to allow everyone to have an opportunity to speak. At the discretion of the Chair, ten or more persons present at the meeting and wishing to speak may appoint a representative who may have

no more than fifteen minutes to speak.

None.

5. Review of Draft Agenda for the September 1, 2002 City Council Meeting

Citizens wishing to speak on agenda items not specifically called out by the City Council may submit a speaker card for their items of interest to the recording clerk.

None.

6. Case No. PZ-19-00125 Updates to Zoning Code 2020 - High Occupancy Housing Specific Plan

Zoning Code Manager Dan Symer presented the draft updates to the zoning code for the High Occupancy Housing (HOH) Specific Plan to the Mayor and Council.

WHY DID THE CITY ADOPT THE HOH PLAN? CITY'S PROPOSED ZONING CODE TEXT AMENDMENT

The City Council discussed the definition of single-family homes and its potential implications.

Councilmember McCarthy criticized the preliminary definition, arguing it could allow excessively large homes (e.g., 100 bedrooms) without being classified as a High Occupancy Housing (HOH). He suggested requiring a Conditional Use Permit (CUP) for homes exceeding certain size limits. He also voiced concerns about large lots being converted into student housing or fraternity houses, impacting neighborhoods.

Councilmember Aslan sought clarification on the distinction between bedrooms and other rooms (e.g., lofts or offices) and the definition of sanitation facilities, which was explained as any room with a sink, toilet, and shower/tub.

Councilmember Whelan raised concerns about parking regulations and homes being designed for short-term rentals. She also expressed concerns about large homes being used for purposes like student housing or short-term rentals in high-end neighborhoods like Pine Canyon.

Mayor Evans was concerned about new regulations negatively impacting single-family homes. She questioned whether homes with multiple sanitation facilities would be classified as HOH and emphasized the need to avoid harming residential neighborhoods.

Vice Mayor Shimoni worried that developers could exploit the proposed requirements. He also noted concerns about non-multi-family housing projects falling under these new changes, and questioned how parking requirements would affect these issues. Mr. Symer confirmed that HOH would require one parking space per bedroom, and that single-family homes could have any number of bedrooms.

Mr. Symer sought input from the Council on defining sanitation facilities, clarifying that a half-bath with a sink and toilet would be counted as such. He also mentioned that high-end single-family homes would likely be the exception to these rules.

The Council discussed how to balance regulating HOH to protect neighborhoods, with a focus on ensuring that definitions and requirements are clear and enforceable. They agreed to review the sanitation facility definition and parking requirements to refine the proposed changes.

Mr. Symer continued with the presentation to discuss to zones that allow HOH.

Councilmember Whelan expressed concerns about whether the Council's decisions, particularly regarding parking, align with the climate action plan. She questioned if adding parking for convenience conflicted with climate goals. Mr. Symer clarified that the proposed parking requirements are actually lower than the current ones and that staff had worked with the sustainability team to ensure alignment

with the climate action plan. Councilmember Whelan confirmed this is all within the activity centers.

Comprehensive and Neighborhood Planning Manager Sara Dechter highlighted that increasing density in activity zones promotes walkability, which reduces vehicle miles traveled and, in turn, lowers emissions.

Sustainability Director Nicole Antonopoulos reinforced Ms. Dechter's points, emphasizing that these strategies are part of the broader plan to help the city achieve carbon neutrality by 2030.

David Carpenter addressed Council and stated that he is against the changes because they are too complicated and that it would affect small developments. He requests staff address the problem of big buildings and watch for infill issues. He encourages staff to restrict more on bigger units and states it will also come down to parking.

Councilmember Whelan asks if these amendments coincided with community feedback. Ms. Dechter states these comments were not made for the HOH amendments.

Mayor Evans stated that it is not only the larger units that are the issue in these neighborhoods, but also the 12-unit buildings that all have differently keyed bedrooms. She stated that tandem parking looks good on paper but does not work well in reality.

David Carpenter stated that now that there is a parking plan in place, he requests that the sidewalks, curbs, and other infrastructure be completed to allow for enforcement.

Mr. Symer noted that there were several houses in the La Plaza Vieja neighborhood that were an issue. These homes were six bedroom with only two parking spaces. The code is getting complicated on the surface, but once in use it does tend to simplify.

Councilmember McCarthy stated that he only hears parking as an issue in neighborhoods, and not in big development areas like the Hub. He agrees with previous comments from Councilmember Whelan that half baths should not be considered sanitation facilities.

Deborah Harris with the Southside Community Association addressed Council and stated that the residents are concerned about the triplexes. The big developments like the Hub are not concerning because there is not enough available land to build similar developments. She states that the code planning is too complex. She urges careful consideration for code changes and to protect the historic neighborhoods.

Councilmember Aslan asked if Council should wait until after Sustainability presents to the Council regarding carbon neutrality. Mayor Evans would like to move the conversation forward tonight. Councilmember McCarthy states he would like to move forward as well.

Councilmember McCarthy suggested that rooms that are just powder rooms are not counted as sanitation facilities and only three-quarter or full baths be counted. He suggested seven or more bathrooms with four or more full/three-quarter baths would be considered HOH. His major concern is that things that people build for residential use could be reused for a high-density project.

Councilmember Whelan added that her concern would be a higher bathroom count.

Councilmember Salas agreed with Councilmember Whelan regarding the bathroom count and Councilmember McCarthy defining the sanitation facility as a room with a shower or bath. She stated she would like to hear more from the community.

Matthew Hall submitted a written comment in support of limiting building height to 45 feet or less.

Dana Jolly submitted a written comment noting concern with large single-family homes being used as airbnbs.

Jeff Darrow submitted a written comment in opposition of large student housing complexes.

Duffie Westheimer submitted written comments with suggestions for the HOH code.

A break was held from 5:15 p.m. through 5:25 p.m.

7. Case No. PZ-19-00123 Updates to Zoning Code 2019 -- Neighborhood Community Commercial (NCC)

Mr. Symer continued his discussion on updates to the zoning code regarding the Neighborhood Community Commercial Zone. Slides included:

UPDATES TO THE ZONING CODE NEIGHBORHOOD COMMUNITY COMMERCIAL (NCC) ZONE
PURPOSE OF THE WORK SESSION
REASON FOR THE PROPOSED ZONING CODE TEXT AMENDMENT
RECAP OF PREVIOUS WORK SESSIONS AND PUBLIC COMMENTS
PROPOSED ZONING CODE AMENDMENT
PROPOSED ZONING CODE AMENDMENT
QUESTIONS TO CONSIDER
PROPOSED ZONING MAP AMENDMENT
REASON FOR THE PROPOSED ZONING MAP AMENDMENT
QUESTIONS TO CONSIDER
GENERAL PUBLIC COMMENTS
NORTH END
SOUTHSIDE
SUNNY SIDE
QUESTIONS TO CONSIDER
QUESTIONS AND COMMENTS

Joe Galli and David Carpenter provided comments on the Neighborhood Community Commercial code changes.

Deborah Harris submitted a written comment in support of the proposed zone.

Mayor and Council expressed the need for more community input on this matter.

Councilmember Aslan asked if it is possible to create pocket neighborhood groups to opt out of the measure or allotting specific zones.

Mayor Evans does not support this moving this forward.

Marie Jones from Stand-Up Flagstaff addressed Mayor and Council and stated that people are frustrated with this topic.

The majority of Council did not support this moving forward and expressed the need for additional outreach.

City Manager Clifton stated that staff has direction and will seek further outreach. There might be good information from previous neighborhood communications and meetings.

8. Consideration of a Zoning Map Amendment to Rezone Areas of the City to the Proposed Neighborhood Community Commercial (NCC) Zone

Mr. Symer addressed Council on a consideration of a zoning map amendment to rezone areas of the City to the proposed Neighborhood Community Commercial Zone.

This Agenda item was postponed, and no public comment was taken. Mayor Evans reordered the agenda and moved to Item 10.

9. Southside Community Specific Plan and associated minor Regional Plan map and text amendments (PZ-20-00001)

Comprehensive & Neighborhood Planning Manager Sara Dechter presented the Southside Community Specific Plan to the Council, joined by Executive Director of the Southside Community Association Deborah Harris. Their presentation covered the following:

SOUTHSIDE COMMUNITY PLAN EMBRACE OUR HERITAGE ENHANCE OUR FUTURE
 WORK SESSION PRESENTATION OBJECTIVE
 PUBLIC HEARING PRESENTATION OBJECTIVES
 SCHEDULE OF PUBLIC HEARINGS
 HIERARCHY OF PLANNING DOCUMENTS
 GOALS POLICIES AND STRATEGIES
 HERITAGE PRESERVATION
 GROWTH AND CHANGE SUBAREAS
 LIVE MAKE CENTER
 SOUTHSIDE MAIN STREETS
 LIVE WORK NEIGHBORHOOD
 NEIGHBORHOOD CORE
 LONETREE OVERPASS PARK
 MURDOCH CENTER
 TRANSPORTATION IMPROVEMENTS
 O'LEARY STREETS FUTS
 PUBLIC SAFETY GOALS AND POLICIES
 CITY COUNCIL PUBLIC HEARING ON SEPTEMBER 1ST AT 3PM

Council thanked Ms. Dechter and Ms. Harris for their work, and their extensive community engagement. They highlighted the plan's award-winning public engagement process.

Ms. Harris shared her personal connection to the Southside and encouraged the Council to consider the deep community ties people have to the area, even if they no longer live there.

Ms. Dechter highlighted the extensive community involvement in the plan, noting the long list of contributors and Southside residents who participated. She mentioned the upcoming award for Project of the Year, to be announced publicly on the 30th.

10. Engineering Standards - Street Lighting and Traffic Signals

Traffic Engineer Jeff Bauman presented to Council on proposed street light standards and updates, including the Street Lighting to Enhance Dark Skies (SLEDS) and LED lighting equipment. His presentation covered the following:

ENGINEERING STANDARD UPDATES
 STREET LIGHTING
 STREET LIGHTING TO ENHANCE DARK SKIES
 LED LIGHTING EQUIPMENT
 RESIDENTIAL ROADWAY LIGHTING
 PLANNED RETROFIT
 REQUESTED MODIFICATIONS TO EXISTING SYSTEM
 LED LIGHTING
 TRAFFIC SIGNALS, SIGNING, MARKINGS, & FIBER OPTIC CONDUIT
 TRAFFIC SIGNING AND MARKING
 SIGNAL DESIGN AND EQUIPMENT
 FIBER OPTIC NETWORK
 FIBER OPTIC STANDARDS

Councilmember Aslan expressed excitement and optimism about the project, hoping it will spread throughout the region, including northern Arizona, Nevada, Utah, and New Mexico.

Councilmember Odegaard also found the project exciting and was pleased with the progress.

Councilmember Whelan inquired about the City's Dark Skies Coordinator, who Dan Folke identified as Mark Stento. She also asked about the possibility of neighborhoods without sidewalks opting out of the lighting standards. Mr. Bauman explained that retrofitting began today, and new neighborhoods with sidewalks would be impacted by the standard.

Mr. Bauman then discussed Traffic Signals, Signing, Markings, and Fiber Optic Standards.

11. Update on Downtown Visioning Plan

Flagstaff Downtown Business Alliance Executive Director Terry Madewska and their consultants presented to Council on the Downtown Visioning Plan. His presentation PowerPoint covered the following topics:

FLAGSTAFF DOWNTOWN VISION AND ACTION PLAN 2020
ONLINE SURVEY IN-PROGRESS RESULTS
VISION ELEMENTS
EMERGING THEMES
NEXT STEPS

Council expressed gratitude for the hard work from the Downtown Business Alliance during the challenging times.

A break was held from 7:12 p.m. through 7:22 p.m.

12. Streets - Sweeping operations discussion

Streets Section Director Scott Overton presented to Council on the 2020 Street Sweeping Operations, discussing potential strategies for more timely and efficient cinder cleanup. This discussion originated from a FAIR request by the Council. His PowerPoint presentation covered the following:

PUBLIC WORKS STREETS
STREET SWEEPING
COUNCIL REQUEST
PROGRAM GOALS
COMMON QUESTIONS
QUESTIONS AND COMMENTS

Councilmember Whelan inquired about the expense of the street sweeping program. Mr. Overton stated he will email the information to Council.

Councilmember Aslan praised the cinder removal efforts this year. Councilmember Aslan and Vice Mayor Shimoni expressed gratitude.

13. Discussion: Restate that the City of Flagstaff is a "Golden Rule City" by pledging Resolution #2008-68 or updating the Resolution to the Council wishes.

Discussion and Possible Direction

Councilmember Odegaard requested a Future Agenda Item Request to consider restating that the City of Flagstaff is a "Golden Rule City" by pledging Resolution #2008-68 or updating the Resolution to the Council wishes

The City of Flagstaff is considering reaffirming its status as a "Golden Rule City" through Resolution #2008-68 or by updating it, as proposed in a FAIR item requiring support from two councilmembers.

Councilmember Odegaard proposed the restatement of the Golden Rule with each Councilmember signing it.

Councilmember McCarthy supports the idea and wants all Councilmembers to sign it.

Mayor Evans emphasized that Arizona became a Golden Rule state in 2003 and supports the

restatement.

Council is in favor of moving forward with the proposal.

14. Public Participation

None.

15. Informational Items To/From Mayor, Council, and City Manager; future agenda item requests

Councilmember Aslan requested a comment from the City Manager on a new drilling permit being processed north of Red Gap Ranch. City Manager Clifton stated that staff would draft a letter and send it to the Council.

Councilmember Whelan inquired about a service to track short-term rentals to ensure they are licensed and discussed the potential administrative decision to renew reclaimed water contracts and property maintenance requirements outside of Title 6 and 7.

City Manager Clifton confirmed that the process for the short-term rental service has begun and discussed the drilling in the Holbrook basin. He introduced a letter from Deputy City Manager Shane Dille regarding the drilling and asked if Council wanted to move it forward. The Council agreed to place it on the next agenda.

Mayor Evans supported moving the letter forward and requested an executive session next week regarding Red Gap Ranch. She also acknowledged the Stormwater department's work on culvert cleanup and shared a positive story about the services received from the Flagstaff Police Department, Fire Department, and Water Department.

Vice Mayor Shimoni requested updates from Flagstaff Unified School District on sports and extracurricular activities and from Northern Arizona University on the student population.

16. Adjournment

The Work Session of the Flagstaff City Council held August 25, 2020, adjourned at 8:59 p.m.

MAYOR

ATTEST:

CITY CLERK