

**DRAFT MEETING MINUTES**

HOUSING COMMISSION  
THURSDAY  
FEBRUARY 27, 2025  
12:00 P.M.

HYBRID MEETING  
**MICROSOFT TEAMS MEETING**  
CITY OF FLAGSTAFF WATER SERVICES  
BEARJAW TRAINING ROOM  
2323 N WALGREENS ST, STE 1

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).

Chair Devonna McLaughlin called the meeting to order at 12:07 pm.

2. **Roll Call**

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

Kevin Bond - Present, virtually	Karen Flores - Present, in person	Cory Runge - Present, virtually
Eric Brownfield - Present, in person	Sandi Flores, Vice Chair - Absent	Ross Schaefer - Absent
Tyler Denham - Present, in person	Jacquie Kellogg - Present, in person	Glenn Slivers - Present, virtually, left at 1:32 pm
Kevin Dobbe - Present, in person	Devonna McLaughlin, Chair - Present, in person	Hayley Zoroya - Present, virtually
	Moses Milazzo - Absent	

**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  
Justyna Costa, Assistant Housing Director  
Dan Folke, Community Development Director  
Khara House, Council Liaison  
Christina Rubalcava, Senior Assistant City Attorney  
Tiffany Antol, Zoning Code Manager  
Michelle McNulty, Planning Director  
Jenny Niemann, Climate Section Director  
Genevieve Pearthree, Sustainability Analyst  
David Spence, Councilmember  
Anthony Garcia, Councilmember

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.*

Read by Commissioner Jacquie 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.*

Taylor Cerchie asked about the potential of a municipal building supply resource department to make housing supplies for building locally available more affordable. Ms. Adriana Fisher, Housing Program Manager, said that staff would contact him after the meeting to answer the question.

#### 5. **APPROVAL OF MINUTES**

- A. Consideration and Approval of Minutes: Housing Commission Meeting - January 23, 2025  
Approve the minutes from the January 23, 2025 Housing Commission meeting.

**Moved by Karen Flores, seconded by Tyler Denham** to approve the minutes from the January 23, 2025 regular Housing Commission meeting.

**Vote:** 10 - 0 - Unanimously

- B. Consideration and Approval of Minutes: Housing Commission Meeting - February 10, 2025  
Approve the minutes from the February 10, 2025 Housing Commission meeting.

**Moved by Eric Brownfield, seconded by Jacquie Kellogg** to approve the minutes from the February 10, 2025 regular Housing Commission meeting.

**Vote:** 10 - 0 - Unanimously

#### 6. **ACTION ITEMS**

- A. Approval of Rental Incentive Bond Program Awards  
Staff requests the Housing Commission's recommendation of approval for two Rental Incentive Bond Program Awards totaling \$1,670,000 resulting in a total of 62 affordable rental units, as recommended by the Ranking Committee.

Ms. Jennifer Mikelson, Housing Planning Manager, gave a presentation on the Ranking Committee-recommended Rental Incentive Bond Program awards.

Commissioners asked questions about unit obligations under development agreements and about the first round of funds.

**Moved by Hayley Zoroya, seconded by Karen Flores** to forward the Rental Incentive Bond Program Awards recommendations from the Ranking Committee to Council as presented with a recommendation for approval.

**Vote:** 10 - 0 - Unanimously

## 7. PRESENTATION AND DISCUSSION ITEMS

- A. Discussion: Staff is requesting feedback from the Commission prior to drafting Zoning Code Text Amendments for Missing Middle housing types (duplex, triplex, fourplex, and townhomes) as required by HB 2721.

For discussion only.

Ms. Tiffany Antol, Zoning Code Manager, gave a presentation on the Middle Housing Zoning Code Amendment. ([Updated PowerPoint Presentation](#))

Commissioners asked questions and provided comments about the following:

- Modifications
- Transect zoning code
- Parking and development standards
- Support for the ordinance to be applied citywide
- Extending the ordinance to the development of cottage courts in courtyard buildings
- Legalizing missing middle housing through changes to the transect and non-transect zones instead of through the creation of a new overlay

Ms. Antol answered their questions.

Taylor Cerchie, Robert Breunig, and Anne Wittke provided public comment expressing support for the zoning code amendments to be applied citywide. Anne Wittke asked if there were height limits to multifamily housing, expressing concern about solar panels being blocked. Ms. Antol answered.

- B. LASS + CAP Code Concepts Report Follow-Up  
Discussion and recommendations

Ms. Michelle McNulty, Planning Director, Ms. Genevieve Pearthree, Sustainability Analyst, and Ms. Mikelson presented on the Land Availability Suitability Study and Code Analysis Project (LASS + CAP) Code Concepts Report.

Commissioners asked questions and provided comments about the following:

- If this item went to City Council
- Developer and builder feedback
- Floor Area Ratio (FAR)
- Prop 207
- Preferred scenario to address both housing and climate outcomes
- Density and who will benefit from built units
- Incentives and types of homes to build
- Whether there are zoning districts that should be excluded or treated differently
- Where and how to increase density
- Intensity, parking, street parking regulations, and street widths
- Building standards
- Menu of sustainability options
- Transportation Demand Management strategies
- Town Hall conversations and the inclusion of builders
- Resource Protection Overlay

Ms. McNulty, Ms. Pearthree, Ms. Mikelson, and Ms. Jenny Niemann, Climate Section Director, answered their questions.

Anne Witteke made a public comment to ask about cathedral ceilings and HOA regulation of short-term rentals. Chair Devonna McLaughlin and Ms. McNulty answered.

Councilmember Khara House expressed appreciation for the thoughtfulness the Commissioners provided in this conversation and noted the importance and community impact of these policies.

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

**A. Update from Housing Authority Liaison**

This item was skipped due to time constraints.

**B. Update from Housing Commissioners and Other Informational Items**

This item was skipped due to time constraints. Ms. Fisher reminded Commissioners that they can always email her directly to ask for agenda topic items.

**C. Update from Housing Staff**

Staff agreed to email commissioners updates as this item was skipped due to time constraints.

**9. ADJOURNMENT**

Chair McLaughlin adjourned the meeting at 3:00 pm