

NOTICE AND AGENDA

HOUSING COMMISSION
THURSDAY
MAY 22, 2025
1:00 PM

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

ATTENTION
ATTEND IN-PERSON MEETINGS AT THE CITY OF FLAGSTAFF WATER SERVICES, LOCATED AT 2323 N WALGREENS ST, STE 1 (BEARJAW TRAINING ROOM), 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

2. Roll Call

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

Kevin Bond	Karen Flores	Cory Runge
Eric Brownfield	Sandi Flores, Vice Chair	Ross Schaefer
Tyler Denham	Jacquie Kellogg	Glenn Slivers
Kevin Dobbe	Devonna McLaughlin, Chair	Hayley Zoroya
	Moses Milazzo	

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 - April 24, 2025
Approve the minutes from the April 24, 2025 Housing Commission meeting.

6. ACTION ITEMS
None

7. PRESENTATION AND DISCUSSION ITEMS

A. 10-Year Housing Plan Update

This agenda item is informational only.

- B. Staff is requesting feedback from the Commission on a zoning code text amendment updating High Occupancy Housing standards that are tied to designations within the current Regional Plan that are not proposed to be carried over into the new Regional Plan.
No recommendation.

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 _____, 2025.

Adriana Fisher, Housing Program Manager



Housing Commission

5. A.

From: Adriana Fisher, Housing Program Manager

DATE: 05/22/2025

SUBJECT: Consideration and Approval of Minutes: Housing Commission Meeting - April 24, 2025

STAFF RECOMMENDED ACTION:

Approve the minutes from the April 24, 2025 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 Housing Commission Minutes - April 24, 2025

DRAFT

DRAFT MEETING MINUTES

HOUSING COMMISSION
THURSDAY
APRIL 24, 2025
1:00 PM

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

1. Call to Order

Chair Devonna McLaughlin called the meeting to order at 1:01 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 - Present, virtually
Eric Brownfield - Present, virtually
Tyler Denham - Present, in person,
arrived at 1:16 pm
Kevin Dobbe - Absent

Karen Flores - Present, in person
Sandi Flores, Vice Chair - Absent
Jacquie Kellogg - Present, in
person
Devonna McLaughlin, Chair -
Present, in person
Moses Milazzo - Present, virtually

Cory Runge - Present,
in person
Ross Schaefer - Absent
Glenn Slivers - Present,
virtually
Hayley Zoroya -
Present, virtually

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
Tiffany Antol, Zoning Code Manager
Joanne Keene, Deputy City Manager
Aidan Rutledge, Housing Intern

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 Cory Runge.

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 - February 27, 2025
Approve the minutes from the February 27, 2025 Housing Commission meeting.

The motion for this item is included in the motion below.

- B. Consideration and Approval of Minutes: Housing Commission Meeting - March 27, 2025
Approve the minutes from the March 27, 2025 Housing Commission meeting.

Moved by Cory Runge, seconded by Karen Flores to approve the minutes from the February 27, 2025 and March 27, 2025 regular Housing Commission meetings.

Vote: 9 - 0 - Unanimously

6. **PRESENTATION AND DISCUSSION ITEMS**

- A. **PZ-25-00041 - Single Use Residential & Adaptive Reuse Incentive Zoning Code Amendment**

Staff is requesting feedback from the Commission on a zoning code text amendment allowing Single-Use Residential development in commercial zones as an affordable housing incentive and providing additional incentives for Adaptive Reuse projects. Both Single Use Residential and Adaptive Reuse become newly defined terms in the Zoning Code.

Ms. Tiffany Antol, Zoning Code Manager, presented on the Single Use Residential & Adaptive Reuse Incentive Zoning Code Text Amendment.

Commissioners asked questions and provided comments about the following.

- Mixed-Use Areas
- Support for By Right for Single-Use Residential and Adaptive Reuse
- Expected timeline
- The demand for Single-Use Residential for smaller scale housing projects
- Flexibility around Area Median Income (AMI)
- Ownership vs rentals

Ms. Antol answered.

7. **ACTION ITEMS**

- A. Technical Amendment to the Incentive Policy for Affordable Housing (IPAH)
Review and recommend approval for the May 20, 2025, Council meeting.

Ms. Jessica Donohoe, Housing Planner, presented on the changes in the technical amendment to

the Incentive Policy for Affordable Housing (IPAH).

Commissioners commented that the IPAH needs to be updated in a substantial way, but generally expressed support for the amendment going forward.

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

A. Update from Housing Authority Liaison

There was no update.

B. Update from Housing Commissioners and Other Informational Items

None.

C. Update from Housing Staff

Ms. Joanne Keene, Deputy City Manager, updated the Housing Commission on organizational changes to the City, including Housing staff reporting to the City Manager's office and transitioning to a Division next fiscal year. Commissioners expressed support.

Ms. Justyna Costa, Assistant Housing Director, gave an update on Community Development Block Grants (CDBG).

Mr. Aidan Rutledge, Housing Intern, and Ms. Costa discussed the Housing Section's Fair Housing Month activities and upcoming trainings.

Ms. Adriana Fisher, Housing Program Manager, mentioned the 10-Year Housing Plan's updated data.

Chair Devonna McLaughlin asked about updated AMI guidelines and the timeline for Adaptive Reuse zoning codes. Ms. Jennifer Mikelson, Housing Planning Manager, answered.

9. ADJOURNMENT

Chair Devonna McLaughlin adjourned the meeting at 2:16 pm.



Housing Commission

7. A.

From: Adriana Fisher, Housing Program Manager

DATE: 05/22/2025

SUBJECT: 10-Year Housing Plan Update

STAFF RECOMMENDED ACTION:

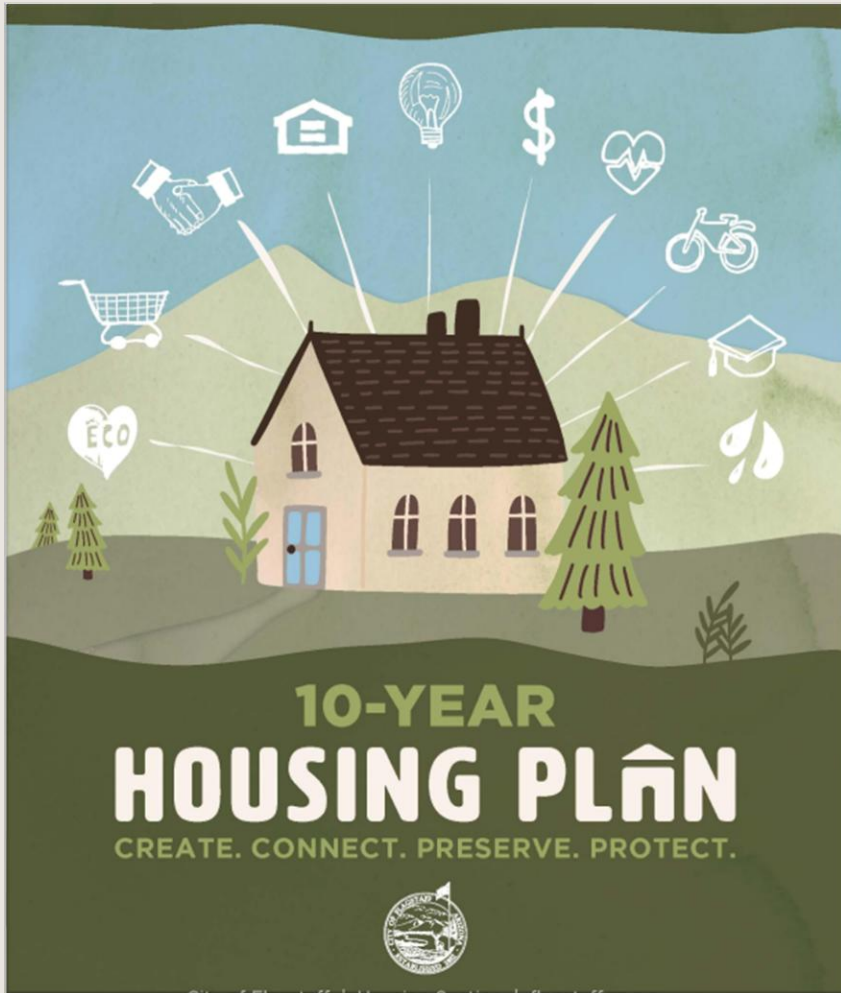
This agenda item is informational only.

Executive Summary:

Housing staff will give an update on the 10-Year Housing Plan, including progress to date, and an overview of the 2025-2026 Implementation Plan.

Attachments

Housing Plan Update - Presentation
2025-2026 Implementation Plan



10-Year Housing Plan Update

Adriana Fisher,
Housing Program Manager

May 22, 2025

Agenda

- Housing Plan:
 - Creation
 - Overview
 - Progress
- 2025-2026 Implementation Plan
- Comments & Questions



Housing Plan Timeline



Citizen
Petition to
City Council
(2020)



City Council
Declares
Housing
Emergency
(2020)



Plan Creation
(2021)



10-Year
Housing Plan
Adopted by
City Council
(2022)

Housing Plan Overview

Reduce the current affordable housing need in our community by half over the next ten years.

2 Elements

- Impact 6,000+ low-to-moderate income residents through unit creation or housing assistance.
- Create or preserve 7,976 housing units by 2031 with at least 10% designated as affordable.

13 Robust Policy Initiatives

58 Comprehensive Strategies

Housing Plan Progress to Date

PROGRESS TOWARD OVERARCHING GOAL

February 15, 2022 - March 31, 2025



Residents Impacted

since 02/15/2022 of
6,000+ goal
(Element One)



Market Rate Units

created or preserved since
02/15/2022 of 7,178 goal*
(Element Two)



Affordable Units

(481 committed - not shown in graphic)
created or preserved since
02/15/2022 of 798 goal**
(Element Two)

Housing Plan Strategy Progress



12 strategies completed

23 strategies underway

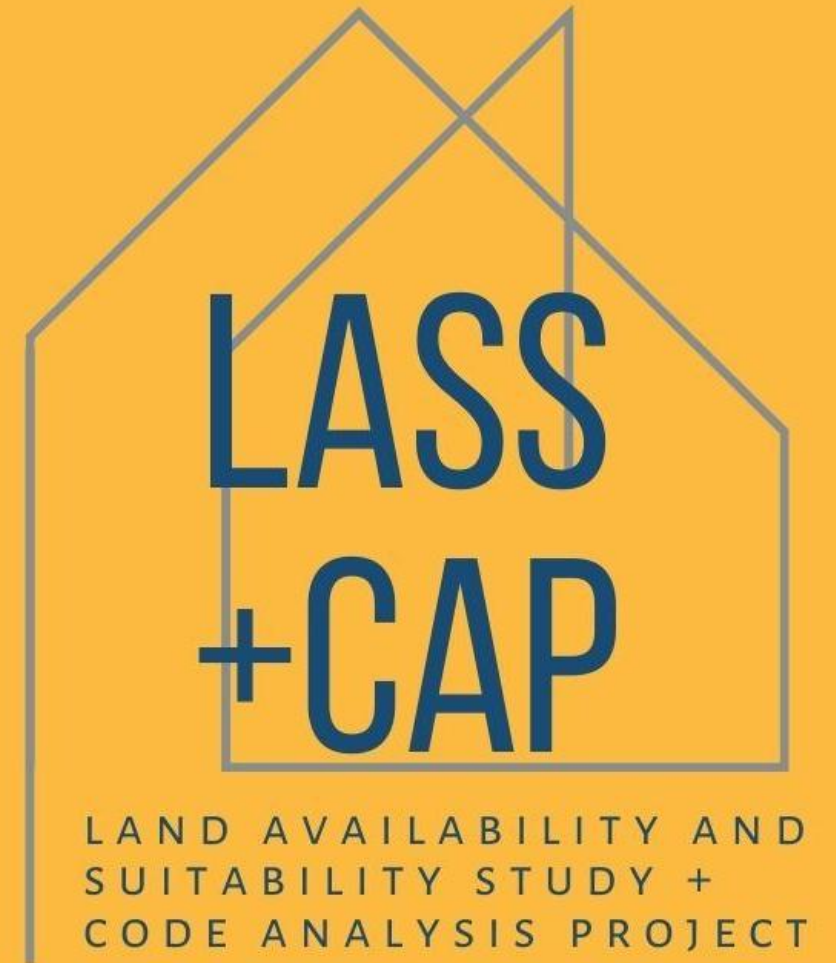
19 strategies ongoing

4 strategies not started

Completed FY24-25 Strategies

Completed strategies:

- Cost-saving tools and techniques for development (Create 5.2)
- New Housing Navigator (Connect 1.2)
- Protections for fair housing classes (Protect 1.3)





CITY OF
FLAGSTAFF

2025-2026 Implementation Plan

FOR THE 10-YEAR HOUSING PLAN



City of Flagstaff | Housing Section | <https://www.flagstaff.az.gov/4553>

Strategy Overview

33 total strategies:

- 18 regular
 - 10 new
 - 15 ongoing
 - 6 new

Strategy Prioritization

Factors influencing which strategies are chosen each year:



Dependent On
Other Strategy
Completion



Time
Commitment



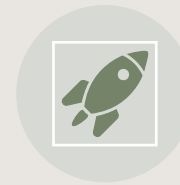
Public
Engagement



Requires
Council
Consideration



Funding
Required Over
Staff Time



Anticipated
Timeline of
Strategy
Implementation
from
02/15/2022



City
Division/Section
Collaboration

2025-2026 Strategies

Incentive Policy for Affordable Housing (IPAH):

- Update and implement in City code (Create 1.2 & 1.3)
- Explore fee reductions, waivers, in-lieu options, and expedited review (Create 1.4, 1.5 & 1.6)



2025-2026 Strategies



Resource Protection Overlay (RPO) Standards:

- Adjust for minimum densities (Create 4.5)
- Ensure consistent standards & increase max densities (Create 4.6)

2025-2026 Strategies

Affordable Development & Landlord Incentives:

- Explore cutting development costs and maintaining safety (Create 5.5)
- Use City land for affordable housing (Create 5.9)
- Research incentives for inclusive landlord participation (Protect 3.3)



2024-2025 Strategies In Progress

Regional Plan Strategies:

- Update Plan for higher density (Create 2.1)
- Identify suburban areas for increased density (Create 2.2)
- Revise for cost-saving methods (Create 2.3)
- Remove adaptive reuse barriers (Preserve 1.2)



FLAGSTAFF
REGIONAL PLAN 2045



2024-2025 Strategies In Progress

Investment & Access:

- Explore land trusts and partnerships for ownership (Create 1.8)
- Create a land and unit acquisition fund (Create 3.2)
- Identify ongoing resources (Create 3.3)

2023-2024 Strategies In Progress

Property Acquisition & Rehabilitation:

- Acquire and rehabilitate properties (Preserve 2.2)



Ongoing Strategies Added for 2025-2026



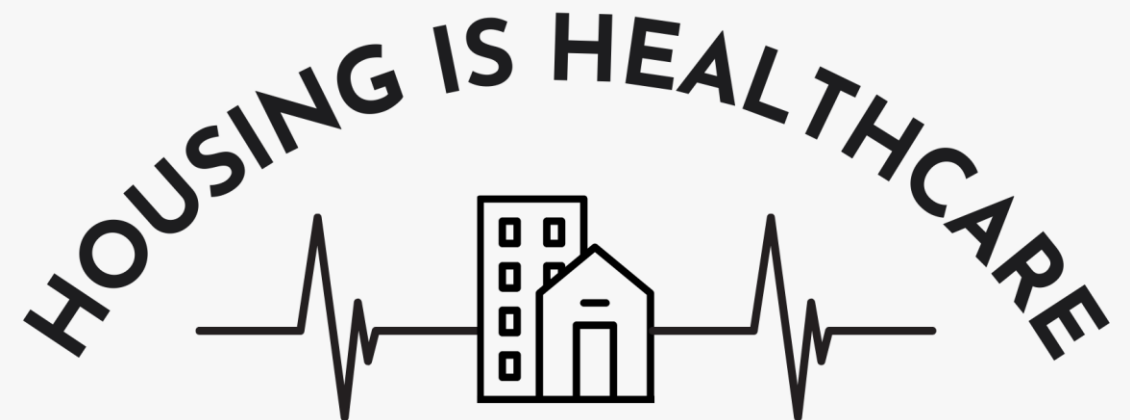
Preservation, Rehabilitation & Advocacy:

- Explore tax credits for acquisition & rehab (Preserve 1.1)
- Rehab ownership & rental homes (Preserve 2.1)
- Advocate for local control of vacation rentals (Protect 1.1)

Ongoing Strategies Added for 2025-2026

Equity, Education & Inclusivity

- Educate on financing and housing opportunities (Connect 2.4)
- Encourage healthy and diverse housing and practices (Connect 3.2 & Protect 2.2)



CITY OF FLAGSTAFF HOUSING SECTION

Instagram: @cityofflagstaffhousing

Facebook: @housingflagstaff

Other Ongoing Strategies

Policy & Incentive Tools:

- Enhance zoning code for density incentives (Create 1.1)
- Explore incentives for Employer Assisted Housing (Create 1.7)
- Pursue policy changes for preservation, creation, and protection (Protect 1.2)



Other Ongoing Strategies

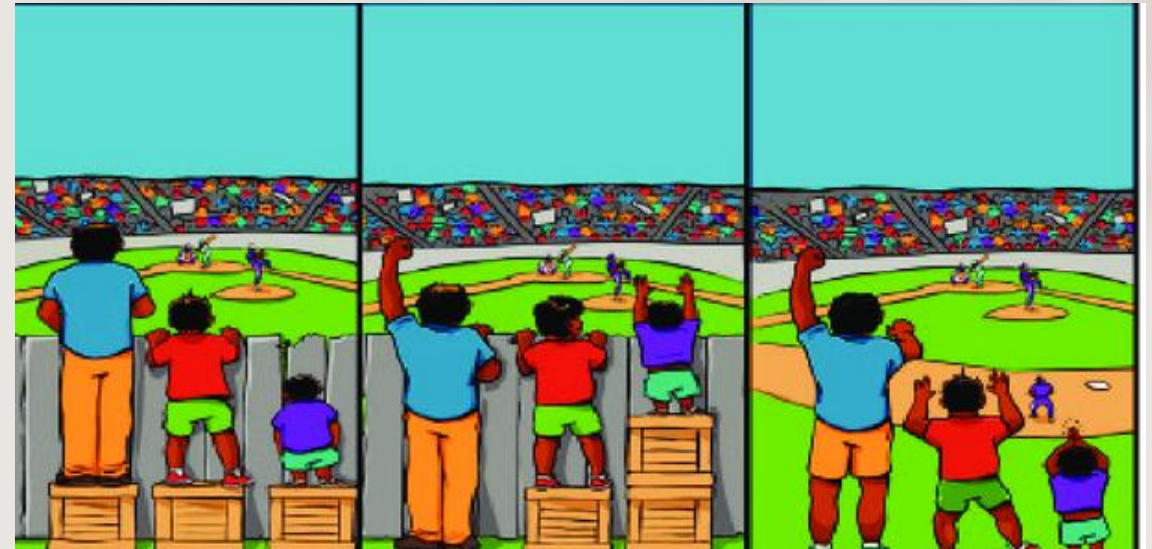
Equity & Community Health:

- Support Coordinated Entry (Connect 1.3)
- Evaluate policies & strategies through equity lens (Connect 2.1)
- Support equity in community programs (Connect 2.2)
- Promote housing security as key to health (Connect 3.1)



front door

a pathway to end homelessness





Other Ongoing Strategies

Sustainable & Public Awareness:

- Construct and promote net zero (Create 5.7)
- Educate and build support for affordable housing (Protect 2.4)



Comments?

Questions?





CITY OF
FLAGSTAFF

2025-2026 Implementation Plan

FOR THE 10-YEAR HOUSING PLAN



2025-2026 Implementation Plan

Introduction

In response to a citizen petition and the growing demand for affordable housing, the Flagstaff City Council declared a Housing Emergency on December 1, 2020. The declaration emphasized the urgent need to prioritize "safe, decent and affordable housing opportunities for all community members" within City operations and throughout the community.

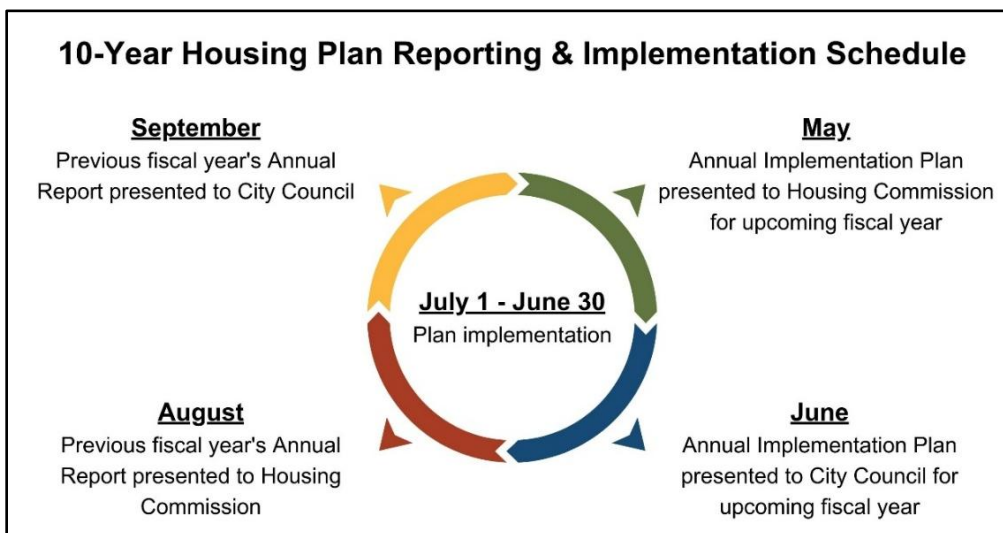
The Housing Emergency declaration led to the creation of the 10-Year Housing Plan, designed to address Flagstaff's housing challenges and serve as a foundational framework for guiding the City's work programs, setting staff priorities, and allocating resources for implementation. Developed by the Housing Section in 2021 through an inclusive public engagement process, the Plan was formally adopted by City Council on February 15, 2022, setting a bold goal:

"Reduce the current affordable housing need in our community by half over the next ten years."

Two key elements support the goal:

1. Impact at least 6,000 low-to-moderate income Flagstaff residents through a combination of unit creation or subsidy provision.
2. Create or preserve 7,976 housing units by 2031 with a minimum of 10% of them being affordable. This will increase the overall supply of market rate, workforce, and affordable housing occupied by local residents.

The Plan's overarching goal is supported by 13 policy initiatives and 58 comprehensive strategies. This document



outlines the specific strategies chosen by the Housing Section for implementation during the 2025-2026 fiscal year. It includes both newly prioritized strategies and those that are still in progress from previous years. A corresponding annual report will provide updates on progress, reinforcing transparency

and accountability throughout implementation.

Strategy Prioritization

This is the third annual implementation plan developed since the adoption of the 10-Year Housing Plan, which serves as a living document that adapts to changing market conditions, evolving community housing needs, and budgetary constraints.

For fiscal year 2025-2026, the Housing Section identified various strategies based on feasibility, anticipated impact, and alignment with the current political and housing climate. The selection of strategies was guided by the following criteria:

- > **Dependent on Other Strategy Completion:** Determines if a strategy depends on another strategy's completion before it can be started or completed.
- > **Time Commitment:** Indicates the anticipated time necessary to achieve the strategy.
- > **Public Engagement:** Indicates the extent of public engagement required to achieve the strategy.
- > **Requires Council Consideration:** Indicates whether parts of this strategy will require Flagstaff City Council approval for implementation.
- > **Funding Required Over Staff Time:** Indicates if funding is necessary in addition to staff time.
- > **Anticipated Timeline of Strategy Implementation from 02/15/2022:** Indicates the targeted timeline for implementing the strategy from February 15, 2022.
- > **City Division/Section Collaboration:** Indicates which City of Flagstaff divisions and/or sections are identified as collaborators on the strategy.

Strategies are categorized as "Not Started," "In Progress," "Completed," or "Ongoing," with additional status comments provided.

2025-2026 Strategies

The strategies outlined below are structured as defined projects, each with a clear start and end point. Ten strategies have been newly prioritized for the 2025-2026 fiscal year, while eight are carried over from previous implementation plans.

The following strategies will be addressed through revising the **Incentive Policy for Affordable Housing (IPAH)**:

- ▶ Create 1.2: Update the City's affordable housing incentive policy to implement the goals and policies of the 10-Year Housing Plan.
- ▶ Create 1.3: Amend the City code to implement the revised affordable housing incentive policy.
- ▶ Create 1.4: Explore implementing reduced fees and waivers to incentivize the development of affordable housing.
- ▶ Create 1.5: Explore in-lieu alternatives to providing affordable housing units (i.e. down payment assistance program, donation of finished lots, in-lieu payment, etc.).
- ▶ Create 1.6: Explore expedited review as an incentive to developments that provide affordable housing units.

The following strategies will be implemented through the **Resource Protection Overlay Standards** project:

- ▶ Create 4.5: Evaluate and amend the Resource Protection Overlay standards to ensure that the minimum densities can be met on most sites, including making the requirements for residential sites to be similar to those for a commercial site.
- ▶ Create 4.6: Evaluate Resource Protection Overlay standards in terms of consistent application across each zone and allow for greater maximum densities.

The following strategies will be implemented as part of the **Flagstaff Regional Plan 2045**:

- ▶ Create 2.1: Update the Regional Plan policies to support increased density related to affordable housing.
- ▶ Create 2.2: Identify suburban areas to support greater density and intensity of development.
- ▶ 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.
- ▶ Preserve 1.2: Review the Land Use Goals and Policies in the Regional Plan, Specific Plans, and City code to remove barriers to adaptive reuse for the creation of affordable housing.

The following strategies are **independent of upcoming projects**, yet they hold equal priority for the 2025-2026 fiscal year:

- ▶ Create 1.8: Explore the use of the community land trust model and public/private partnerships to incentivize the development of ownership units that are priced significantly below market rate.
- ▶ Create 3.2: Create a fund for the purpose of acquiring land/units for affordable housing in order to be able to respond to opportunities as they arise.
- ▶ Create 3.3: Identify ongoing resource opportunities for the purpose of assisting households experiencing homelessness, households at risk of becoming homeless, first-time homebuyers, and affordable housing targeted to these populations.
- ▶ Create 5.5: Explore alternative Engineering and Fire requirements to minimize the cost of development without compromising Fire and Life Safety.
- ▶ Create 5.9: Prioritize the development of City of Flagstaff owned land designated for affordable housing and evaluate other City-owned parcels for affordable and mixed-income housing.
- ▶ Preserve 2.2: Acquire and rehabilitate already built properties for affordable housing projects when financially feasible.
- ▶ Protect 3.3: Research ways to provide incentives to landlords who rent to those with any housing voucher or housing barriers, such as poor credit, criminal history, etc.

Ongoing Strategies

Six of the 15 ongoing strategies listed below have been prioritized for the fiscal year 2025-2026. Although these strategies have been in progress in various forms since the adoption of the 10-Year Housing Plan, they are not defined projects with a clear start and end point. Instead, they represent continuous, long-term efforts that support the Plan's overarching goal. Their inclusion in this implementation plan demonstrates a heightened focus and attention in the coming year.

Ongoing strategies newly **prioritized in 2025-2026**:

- ▶ Connect 2.4: Utilize City of Flagstaff resources to educate the community about financing and housing opportunities with an emphasis on assisting low- to moderate-income households to advance through the housing continuum and to address past racial disparities.
- ▶ Connect 3.2: Encourage neighborhoods, housing types, and building practices that increase health.
- ▶ Preserve 1.1: Explore the use of Low-Income Housing Tax Credit in conjunction with Historic Preservation Tax Credit for the acquisition and rehabilitation of affordable housing where appropriate.
- ▶ Preserve 2.1: Continue homeownership rehabilitation programs and create an affordable rental rehabilitation program with a focus on establishing safe, decent, and sustainable housing.
- ▶ Protect 1.1: Advocate to the State of Arizona to allow greater local control of vacation rentals and second homes.
- ▶ Protect 2.2: Encourage diversity of housing options in all neighborhoods, understanding that exclusive communities are incompatible with the City of Flagstaff's mission to protect and enhance the quality of life for all.

Ongoing strategies **carried out from past implementation plans**:

- ▶ Create 1.1: Ensure that modifications to the zoning code improve and maintain the effectiveness of the density incentives for affordable housing.
- ▶ Create 1.7: Explore ways to incentivize employers to offer Employer Assisted Housing (EAH) programs.
- ▶ Create 5.7: Construct and promote net zero or Net Zero Ready affordable housing when funding is available and encourage private developers to do the same.
- ▶ Connect 1.3: Continue to support and develop Coordinated Entry as a meaningful process that provides linkages to healthcare, behavioral health, and housing.
- ▶ Connect 2.1: Evaluate housing policies and strategies in City of Flagstaff planning documents through an equity lens.
- ▶ Connect 2.2: Encourage community organizations such as the local Continuum of Care to continue to integrate equity into programs and policies.
- ▶ Connect 3.1: Raise awareness of housing security as a social determinate of health.
- ▶ Protect 1.2: Pursue local and legislative changes that increase the preservation, creation, and protection of affordable housing as necessary.
- ▶ Protect 2.4: Implement a public outreach campaign to educate the community about the critical role affordable housing plays in a thriving community, create a groundswell of support for affordable housing, and combat community opposition to housing and affordable housing.

Conclusion

The strategies prioritized for fiscal year 2025-2026, as well as the ongoing, long-term strategies, reflect a coordinated and multifaceted approach to addressing Flagstaff's Housing Emergency. Continued collaboration among City staff, City Council, and community stakeholders will drive the successful implementation of the 10-Year Housing Plan.

By removing systemic barriers, increasing housing supply, and ensuring equitable access to safe, affordable housing, the City of Flagstaff is making strides toward lessening its housing challenges. Regular updates and transparent progress reporting will ensure the Plan remains on track, paving the way to meet the City's housing needs now and into the future.

2025-2026 Implementation Plan Strategies

The charts below offer a detailed overview of the comprehensive strategies and corresponding policy initiatives identified for fiscal year 2025–2026 (first column). Each strategy features key context from the 10-Year Housing Plan that informs its prioritization in the current housing and policy environment (middle column). The final column shows the current status of each strategy, along with relevant comments or updates.

2025-2026 Strategies

Create housing options for households at all income levels and family sizes occupied by local residents.

<p>Create 1.2: Update the City's affordable housing incentive policy to implement the goals and policies of the 10-Year Housing Plan.</p> <p>Policy Initiative: Incentivize the creation of affordable units through various programs and mechanisms (Create 1).</p>	<p>Dependent On Other Strategy Completion: Yes - Create 5.1</p> <p>Time Commitment: High</p> <p>Public Engagement: High</p> <p>Requires Council Consideration: Yes</p> <p>Funding Required Over Staff Time: No</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Short-Term (1-4 years)</p> <p>City Division/Section Collaboration: Planning, Housing Section</p>	<p>Status: 🕒 In Progress</p> <p>Status Comments: A minor administrative amendment was approved by City Council on May 20, 2025, allowing Water and Sewer System Fees as an allowable reimbursement category. The entire Incentive Policy for Affordable Housing (IPAH) will be revised after the Land Availability & Suitability Study and Code Analysis Project (LASS+CAP) is completed.</p>
<p>Create 1.3: Amend the City code to implement the revised affordable housing incentive policy.</p> <p>Policy Initiative: Incentivize the creation of affordable units through various programs and mechanisms (Create 1).</p>	<p>Dependent On Other Strategy Completion: Yes - Create 5.1</p> <p>Time Commitment: High</p> <p>Public Engagement: High</p> <p>Requires Council Consideration: Yes</p> <p>Funding Required Over Staff Time: No</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Short-Term (1-4 years)</p> <p>City Division/Section Collaboration: Zoning Code, Planning, Management Services, Housing Section</p>	<p>Status: 🕒 In Progress</p> <p>Status Comments: The City code will be revised in conjunction with the update of the Incentive Policy for Affordable Housing (IPAH), which will occur after the completion of the Land Availability & Suitability Study and Code Analysis Project (LASS+CAP).</p>
<p>Create 1.4: Explore implementing reduced fees and waivers to</p>	<p>Dependent On Other Strategy Completion: Yes - Create 5.1</p>	<p>Status: 🕒 In Progress</p>

<p>incentivize the development of affordable housing.</p>	<p>Time Commitment: High Public Engagement: High Requires Council Consideration: Yes Funding Required Over Staff Time: No Anticipated Timeline of Strategy Implementation from 02/15/2022: Short-Term (1-4 years) City Division/Section Collaboration: Zoning Code, Planning, Management Services, Water Services, Housing Section</p>	<p>Status Comments: This strategy will be explored with the Incentive Policy for Affordable Housing (IPAH) rewrite.</p>
<p>Create 1.5: Explore in-lieu alternatives to providing affordable housing units (i.e. down payment assistance program, donation of finished lots, in-lieu payment, etc.).</p>	<p>Dependent On Other Strategy Completion: Yes - Create 5.1 Time Commitment: High Public Engagement: High Requires Council Consideration: Yes Funding Required Over Staff Time: No Anticipated Timeline of Strategy Implementation from 02/15/2022: Short-Term (1-4 years) City Division/Section Collaboration: Zoning Code, Management Services, Housing Section, Planning</p>	<p>Status: 🕒 In Progress Status Comments: This strategy will be explored with the Incentive Policy for Affordable Housing (IPAH) rewrite.</p>
<p>Create 1.6: Explore expedited review as an incentive to developments that provide affordable housing units.</p>	<p>Dependent On Other Strategy Completion: Yes - Create 5.1 Time Commitment: High Public Engagement: Low Requires Council Consideration: Yes Funding Required Over Staff Time: No Anticipated Timeline of Strategy Implementation from 02/15/2022: Short-Term (1-4 years) City Division/Section Collaboration: Zoning Code, Planning, Housing Section</p>	<p>Status: 🕒 In Progress Status Comments: This strategy will be explored through the Incentive Policy for Affordable Housing (IPAH) rewrite.</p>
<p>Create 1.8: Explore the use of the community land trust model and public/private partnerships to incentivize the development of</p>	<p>Dependent On Other Strategy Completion: No Time Commitment: Medium</p>	<p>Status: 🕒 In Progress Status Comments: Research is underway, and housing staff will</p>

<p>ownership units that are priced significantly below market rate.</p> <p>Policy Initiative: Incentivize the creation of affordable units through various programs and mechanisms (Create 1).</p>	<p>Public Engagement: Low</p> <p>Requires Council Consideration: Yes</p> <p>Funding Required Over Staff Time: No</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Short-Term (1-4 years)</p> <p>City Division/Section Collaboration: Real Estate Section, Housing Section</p>	<p>present a comprehensive list of City-owned parcels designated for affordable housing to City Council in the fall of 2025.</p>
<p>Create 2.1: Update the Regional Plan policies to support increased density related to affordable housing.</p> <p>Policy Initiative: Ensure that the Flagstaff Regional Plan includes robust affordable housing goals and policies (Create 2).</p>	<p>Dependent On Other Strategy Completion: Partially - Create 5.1</p> <p>Time Commitment: High</p> <p>Public Engagement: High</p> <p>Requires Council Consideration: Yes</p> <p>Funding Required Over Staff Time: Yes</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Short-Term (1-4 years)</p> <p>City Division/Section Collaboration: Planning, Housing Section</p>	<p>Status: 🕒 In Progress</p> <p>Status Comments: A Regional Plan update is underway. The update will go to City Council for approval by June 2025. Voters will then ratify it in May 2026.</p>
<p>Create 2.2: Identify suburban areas to support greater density and intensity of development.</p> <p>Policy Initiative: Ensure that the Flagstaff Regional Plan includes robust affordable housing goals and policies (Create 2).</p>	<p>Dependent On Other Strategy Completion: Partially - Create 5.1</p> <p>Time Commitment: High</p> <p>Public Engagement: High</p> <p>Requires Council Consideration: Yes</p> <p>Funding Required Over Staff Time: Yes</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Short-Term (1-4 years)</p> <p>City Division/Section Collaboration: Planning, Housing Section</p>	<p>Status: 🕒 In Progress</p> <p>Status Comments: A Regional Plan update is underway. The update will go to City Council for approval by June 2025. Voters will then ratify it in May 2026.</p>
<p>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.</p>	<p>Dependent On Other Strategy Completion: Partially - Create 5.1</p> <p>Time Commitment: High</p> <p>Public Engagement: High</p> <p>Requires Council Consideration: Yes</p> <p>Funding Required Over Staff Time: Yes</p>	<p>Status: 🕒 In Progress</p> <p>Status Comments: A Regional Plan update is underway. The update will go to City Council for approval by Fall 2025. Voters will then ratify it in May 2026. The Community Character chapter is proposed to be eliminated and incorporated as</p>

<p>Policy Initiative: Ensure that the Flagstaff Regional Plan includes robust affordable housing goals and policies (Create 2).</p>	<p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Short-Term (1-4 years)</p> <p>City Division/Section Collaboration: Planning, Housing Section</p>	<p>Best Practices for Creating a Sense of Place in the Goals and Policies Chapter.</p>
<p>Create 3.2: Create a fund for the purpose of acquiring land/units for affordable housing in order to be able to respond to opportunities as they arise.</p> <p>Policy Initiative: Create a dedicated funding source for affordable housing in Flagstaff (Create 3).</p>	<p>Dependent On Other Strategy Completion: No</p> <p>Time Commitment: Low</p> <p>Public Engagement: Low</p> <p>Requires Council Consideration: Yes</p> <p>Funding Required Over Staff Time: Yes</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Short-Term (1-4 years)</p> <p>City Division/Section Collaboration: Management Services, Housing Section</p>	<p>Status: 🕒 In Progress</p> <p>Status Comments: Housing was awarded \$500,000 through the City’s fiscal year 2024-2025 budget and will utilize this funding when appropriate opportunities arise.</p>
<p>Create 3.3: Identify ongoing resource opportunities for the purpose of assisting households experiencing homelessness, households at risk of becoming homeless, first-time homebuyers, and affordable housing targeted to these populations.</p> <p>Policy Initiative: Create a dedicated funding source for affordable housing in Flagstaff (Create 3).</p>	<p>Dependent On Other Strategy Completion: Partially - Create 3.1</p> <p>Time Commitment: Low</p> <p>Public Engagement: Low</p> <p>Requires Council Consideration: Yes</p> <p>Funding Required Over Staff Time: Yes</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Short-Term (1-4 years)</p> <p>City Division/Section Collaboration: Management Services, Housing Section</p>	<p>Status: 🕒 In Progress</p> <p>Status Comments: Research is underway, and a bond approved by voters will partially support this strategy through the expansion of the existing down payment assistance program. Additionally, the Housing Office’s grant applications, beyond traditional funding sources, will further contribute to this strategy, in alignment with CDBG Council priorities.</p>
<p>Create 4.5: Evaluate and amend the Resource Protection Overlay standards to ensure that the minimum densities can be met on most sites, including making the requirements for residential sites to be similar to those for a commercial site.</p> <p>Policy Initiative: Amend the Flagstaff Zoning Code to facilitate</p>	<p>Dependent On Other Strategy Completion: Yes - Create 5.1</p> <p>Time Commitment: Medium</p> <p>Public Engagement: Medium</p> <p>Requires Council Consideration: Yes</p> <p>Funding Required Over Staff Time: No</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Long-Term (5-10 years)</p>	<p>Status: 🕒 In Progress</p> <p>Status Comments: This strategy is currently in progress and will be completed with several amendments, taking time to implement fully.</p>

<p>the development of all housing types (Create 4).</p>	<p>City Division/Section Collaboration: Zoning Code, Planning, Housing Section</p>	
<p>Create 4.6: Evaluate Resource Protection Overlay standards in terms of consistent application across each zone and allow for greater maximum densities.</p> <p>Policy Initiative: Amend the Flagstaff Zoning Code to facilitate the development of all housing types (Create 4).</p>	<p>Dependent On Other Strategy Completion: Yes - Create 5.1</p> <p>Time Commitment: Medium</p> <p>Public Engagement: Medium</p> <p>Requires Council Consideration: Yes</p> <p>Funding Required Over Staff Time: No</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Long-Term (5-10 years)</p> <p>City Division/Section Collaboration: Zoning Code, Planning, Housing Section</p>	<p>Status: 🕒 In Progress</p> <p>Status Comments: A draft pilot program is underway. Staff have been conducting public outreach, and a City Council Public Hearing is scheduled for June 17, 2025.</p>
<p>Create 5.5: Explore alternative Engineering and Fire requirements to minimize the cost of development without compromising Fire and Life Safety.</p> <p>Policy Initiative: Explore regulatory efficiency and cost-saving practices (Create 5).</p>	<p>Dependent On Other Strategy Completion: Partially - Create 5.1</p> <p>Time Commitment: High</p> <p>Public Engagement: Low</p> <p>Requires Council Consideration: Yes</p> <p>Funding Required Over Staff Time: No</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Long-Term (5-10 years)</p> <p>City Division/Section Collaboration: Building Safety, Engineering & Capital Improvements, Planning, Flagstaff Police Department, Flagstaff Fire Department, Water Services, Housing Section</p>	<p>Status: 🕒 In Progress</p> <p>Status Comments: Staff are working to develop recommendations for City code and standard updates based on the best available wildfire risk reduction science. Wildland Fire Management staff are specifically focused on updating the International Wildland-Urban Interface Code, resource protection standards, and landscaping standards. In 2024, Flagstaff was selected by the Headwaters Economics Community Planning Assistance for Wildfire team to receive technical assistance with land use planning. Wildfire-adapted building codes and construction practices are well aligned with energy efficiency and insurance cost mitigations.</p>
<p>Create 5.9: Prioritize the development of City of Flagstaff owned land designated for affordable housing and evaluate other City-owned parcels for</p>	<p>Dependent On Other Strategy Completion: Yes - Create 5.1</p> <p>Time Commitment: High</p>	<p>Status: 🕒 In Progress</p> <p>Status Comments: An inventory of City-owned land was completed through the Land</p>

<p>affordable and mixed-income housing.</p> <p>Policy Initiative: Explore regulatory efficiency and cost-saving practices (Create 5).</p>	<p>Public Engagement: High</p> <p>Requires Council Consideration: Yes</p> <p>Funding Required Over Staff Time: Yes</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Long-Term (5-10 years)</p> <p>City Division/Section Collaboration: Housing Section, Real Estate Section</p>	<p>Availability and Sustainability Analysis (LASS) part of the LASS+ Code Analysis Project (CAP). Staff will present this report to City Council in the fall of 2025 to determine the next steps.</p>
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Preserve affordable housing.



<p>Preserve 1.2: Review the Land Use Goals and Policies in the Regional Plan, Specific Plans, and City code to remove barriers to adaptive reuse for the creation of affordable housing.</p> <p>Policy Initiative: Encourage the adaptive reuse of buildings (Preserve 1).</p>	<p>Dependent On Other Strategy Completion: Yes - Create 5.1</p> <p>Time Commitment: High</p> <p>Public Engagement: Medium</p> <p>Requires Council Consideration: Yes</p> <p>Funding Required Over Staff Time: No</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Long-Term (5-10 years)</p> <p>City Division/Section Collaboration: Planning, Housing Section</p>	<p>Status: 🕒 In Progress</p> <p>Status Comments: A Regional Plan update is underway. The update will go to City Council for approval by Fall 2025. Voters will then ratify it in May 2026. Also, Housing staff have \$3 million in bond funding available for this purpose.</p>
<p>Preserve 2.2: Acquire and rehabilitate already built properties for affordable housing projects when financially feasible.</p> <p>Policy Initiative: Expand efforts to preserve existing housing stock (Preserve 2).</p>	<p>Dependent On Other Strategy Completion: Yes - Create 3.1</p> <p>Time Commitment: High</p> <p>Public Engagement: Low</p> <p>Requires Council Consideration: Yes</p> <p>Funding Required Over Staff Time: Yes</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Long-Term (5-10 years)</p> <p>City Division/Section Collaboration: Real Estate, Management Services, Housing Section</p>	<p>Status: 🕒 In Progress</p> <p>Status Comments: This strategy relies heavily on collaboration with private development partners as opportunities emerge. Proposition 442 allocates \$3 million in funding for this initiative, with a program framework underway.</p>


Protect people from housing discrimination and remove housing barriers.

<p>Protect 3.3: Research ways to provide incentives to landlords who rent to those with any housing voucher or housing barriers, such as poor credit, criminal history, etc.</p> <p>Policy Initiative: Continue Flagstaff's commitments to further federal and Arizona Fair Housing laws in all housing-related services and programs, value the efforts of those who seek to reduce barriers to equitable housing opportunities, and provide Fair Housing education and resources to the community (Protect 3).</p>	<p>Dependent On Other Strategy Completion: No</p> <p>Time Commitment: Medium</p> <p>Public Engagement: Medium</p> <p>Requires Council Consideration: Yes</p> <p>Funding Required Over Staff Time: No</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Short-Term (1-4 years)</p> <p>City Division/Section Collaboration: Management Services, Housing Section</p>	<p>Status:  In Progress</p> <p>Status Comments: In progress through the City of Flagstaff Housing Authority.</p>
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Ongoing Strategies




Create housing options for households at all income levels and family sizes occupied by local residents.


<p>Create 1.1: Ensure that modifications to the zoning code improve and maintain the effectiveness of the density incentives for affordable housing.</p> <p>Policy Initiative: Incentivize the creation of affordable units through various programs and mechanisms (Create 1).</p>	<p>Dependent On Other Strategy Completion: Partially - Create 5.1</p> <p>Time Commitment: Medium</p> <p>Public Engagement: Medium</p> <p>Requires Council Consideration: Yes</p> <p>Funding Required Over Staff Time: No</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Ongoing</p> <p>City Division/Section Collaboration: Planning, Housing Section</p>	<p>Status:  Ongoing</p> <p>Status Comments: Ongoing</p>
<p>Create 1.7: Explore ways to incentivize employers to offer Employer Assisted Housing (EAH) programs.</p> <p>Policy Initiative: Incentivize the creation of affordable units</p>	<p>Dependent On Other Strategy Completion: Partially - Create 3.1</p> <p>Time Commitment: Medium</p> <p>Public Engagement: High</p> <p>Requires Council Consideration: No</p>	<p>Status:  Ongoing</p> <p>Status Comments: Ongoing</p>

<p>through various programs and mechanisms (Create 1).</p>	<p>Funding Required Over Staff Time: No</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Ongoing</p> <p>City Division/Section Collaboration: Planning, Housing Section</p>	
<p>Create 5.7: Construct and promote net zero or Net Zero Ready affordable housing when funding is available and encourage private developers to do the same.</p> <p>Policy Initiative: Explore regulatory efficiency and cost-saving practices (Create 5).</p>	<p>Dependent On Other Strategy Completion: Partially - Preserve 2.2</p> <p>Time Commitment: Medium</p> <p>Public Engagement: Low</p> <p>Requires Council Consideration: Yes</p> <p>Funding Required Over Staff Time: Yes</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Ongoing</p> <p>City Division/Section Collaboration: Planning, Housing Section</p>	<p>Status:  Ongoing</p> <p>Status Comments: Ongoing</p>

Connect people to equitable housing solutions.

<p>Connect 1.3: Continue to support and develop Coordinated Entry as a meaningful process that provides linkages to healthcare, behavioral health, and housing.</p> <p>Policy Initiative: Reduce homelessness in the Flagstaff community and seek creative solutions to foster housing permanency for all (Connect 1).</p>	<p>Dependent On Other Strategy Completion: No</p> <p>Time Commitment: Medium</p> <p>Public Engagement: High</p> <p>Requires Council Consideration: Yes</p> <p>Funding Required Over Staff Time: Yes</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Ongoing</p> <p>City Division/Section Collaboration: Housing Section</p>	<p>Status:  Ongoing</p> <p>Status Comments: Ongoing</p>
<p>Connect 2.1: Evaluate housing policies and strategies in City of Flagstaff planning documents through an equity lens.</p> <p>Policy Initiative: Implement a framework for centering equity in proposed and existing housing</p>	<p>Dependent On Other Strategy Completion: Yes - Create 5.1</p> <p>Time Commitment: Medium</p> <p>Public Engagement: Medium</p> <p>Requires Council Consideration: Yes</p> <p>Funding Required Over Staff Time: No</p>	<p>Status:  Ongoing</p> <p>Status Comments: Ongoing</p>




<p>practices, policies, and programs (Connect 2).</p>	<p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Ongoing</p> <p>City Division/Section Collaboration: Housing Section</p>	
<p>Connect 2.2: Encourage community organizations such as the local Continuum of Care to continue to integrate equity into programs and policies.</p> <p>Policy Initiative: Implement a framework for centering equity in proposed and existing housing practices, policies, and programs (Connect 2).</p>	<p>Dependent On Other Strategy Completion: No</p> <p>Time Commitment: Medium</p> <p>Public Engagement: High</p> <p>Requires Council Consideration: No</p> <p>Funding Required Over Staff Time: No</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Ongoing</p> <p>City Division/Section Collaboration: Housing Section</p>	<p>Status:  Ongoing</p> <p>Status Comments: Ongoing</p>
<p>Connect 2.4: Utilize City of Flagstaff resources to educate the community about financing and housing opportunities with an emphasis on assisting low- to moderate-income households to advance through the housing continuum and to address past racial disparities.</p> <p>Policy Initiative: Implement a framework for centering equity in proposed and existing housing practices, policies, and programs (Connect 2).</p>	<p>Dependent On Other Strategy Completion: Partially - Protect 2.4</p> <p>Time Commitment: Medium</p> <p>Public Engagement: Medium</p> <p>Requires Council Consideration: No</p> <p>Funding Required Over Staff Time: Yes</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Ongoing</p> <p>City Division/Section Collaboration: Housing Section</p>	<p>Status:  Ongoing</p> <p>Status Comments: Ongoing</p>
<p>Connect 3.1: Raise awareness of housing security as a social determinate of health.</p> <p>Policy Initiative: Integrate healthcare into housing programs, and housing into healthcare programs, as appropriate (Connect 3).</p>	<p>Dependent On Other Strategy Completion: Partially - Protect 2.4</p> <p>Time Commitment: Medium</p> <p>Public Engagement: Medium</p> <p>Requires Council Consideration: No</p> <p>Funding Required Over Staff Time: No</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Ongoing</p>	<p>Status:  Ongoing</p> <p>Status Comments: Ongoing</p>


	City Division/Section Collaboration: Housing Section	
<p>Connect 3.2: Encourage neighborhoods, housing types, and building practices that increase health.</p> <p>Policy Initiative: Integrate healthcare into housing programs, and housing into healthcare programs, as appropriate (Connect 3).</p>	<p>Dependent On Other Strategy Completion: Partially - Create 5.1</p> <p>Time Commitment: Medium</p> <p>Public Engagement: Medium</p> <p>Requires Council Consideration: No</p> <p>Funding Required Over Staff Time: No</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Ongoing</p> <p>City Division/Section Collaboration: Planning, Housing Section, Transportation, PROSE</p>	<p>Status:  Ongoing</p> <p>Status Comments: Ongoing</p>

Preserve affordable housing.

<p>Preserve 1.1: Explore the use of Low-Income Housing Tax Credit in conjunction with Historic Preservation Tax Credit for the acquisition and rehabilitation of affordable housing where appropriate.</p> <p>Policy Initiative: Encourage the adaptive reuse of buildings (Preserve 1).</p>	<p>Dependent On Other Strategy Completion: Partially - Create 5.3</p> <p>Time Commitment: Medium</p> <p>Public Engagement: Low</p> <p>Requires Council Consideration: No</p> <p>Funding Required Over Staff Time: No</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Ongoing</p> <p>City Division/Section Collaboration: Planning, Real Estate, Housing Section</p>	<p>Status:  Ongoing</p> <p>Status Comments: Ongoing</p>
<p>Preserve 2.1: Continue homeownership rehabilitation programs and create an affordable rental rehabilitation program with a focus on establishing safe, decent, and sustainable housing.</p> <p>Policy Initiative: Expand efforts to preserve existing housing stock (Preserve 2).</p>	<p>Dependent On Other Strategy Completion: No</p> <p>Time Commitment: Medium</p> <p>Public Engagement: Medium</p> <p>Requires Council Consideration: Yes</p> <p>Funding Required Over Staff Time: Yes</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Ongoing</p>	<p>Status:  Ongoing</p> <p>Status Comments: Ongoing</p>

Protect people from housing discrimination and remove housing barriers.

<p>Protect 1.1: Advocate to the State of Arizona to allow greater local control of vacation rentals and second homes.</p> <p>Policy Initiative: City Council will continue to lobby and support federal and state legislation to encourage changes to federal and state laws, and to increase the amount of funding available for the preservation and construction of affordable housing (Protect 1).</p>	<p>Dependent On Other Strategy Completion: Partially - Protect 2.4</p> <p>Time Commitment: Medium</p> <p>Public Engagement: Low</p> <p>Requires Council Consideration: Yes</p> <p>Funding Required Over Staff Time: No</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Ongoing</p> <p>City Division/Section Collaboration: Economic Vitality, Management Services, Housing Section</p>	<p>Status:  Ongoing</p> <p>Status Comments: Ongoing</p>
<p>Protect 1.2: Pursue local and legislative changes that increase the preservation, creation, and protection of affordable housing as necessary.</p> <p>Policy Initiative: City Council will continue to lobby and support federal and state legislation to encourage changes to federal and state laws, and to increase the amount of funding available for the preservation and construction of affordable housing (Protect 1).</p>	<p>Dependent On Other Strategy Completion: Partially - Protect 2.4</p> <p>Time Commitment: Medium</p> <p>Public Engagement: Low</p> <p>Requires Council Consideration: Yes</p> <p>Funding Required Over Staff Time: No</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Ongoing</p> <p>City Division/Section Collaboration: Housing Section, Management Services</p>	<p>Status:  Ongoing</p> <p>Status Comments: Ongoing</p>
<p>Protect 2.2: Encourage diversity of housing options in all neighborhoods, understanding that exclusive communities are incompatible with the City of Flagstaff's mission to protect and enhance the quality of life for all.</p> <p>Policy Initiative: Ensure affordable housing is a part of every Flagstaff neighborhood and work to address disparate impact as part of any</p>	<p>Dependent On Other Strategy Completion: Partially - Protect 2.4</p> <p>Time Commitment: Medium</p> <p>Public Engagement: Low</p> <p>Requires Council Consideration: No</p> <p>Funding Required Over Staff Time: No</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Ongoing</p>	<p>Status:  Ongoing</p> <p>Status Comments: Ongoing</p>

<p>development or redevelopment (Protect 2).</p>	<p>City Division/Section Collaboration: Housing Section, Planning, Transportation, PROSE</p>
<p>Protect 2.4: Implement a public outreach campaign to educate the community about the critical role affordable housing plays in a thriving community, create a groundswell of support for affordable housing, and combat community opposition to housing and affordable housing.</p> <p>Policy Initiative: Ensure affordable housing is a part of every Flagstaff neighborhood and work to address disparate impact as part of any development or redevelopment (Protect 2).</p>	<p>Dependent On Other Strategy Completion: No</p> <p>Time Commitment: Medium</p> <p>Public Engagement: High</p> <p>Requires Council Consideration: No</p> <p>Funding Required Over Staff Time: Yes</p> <p>Anticipated Timeline of Strategy Implementation from 02/15/2022: Ongoing</p> <p>City Division/Section Collaboration: Housing Section</p> <p>Status:  Ongoing</p> <p>Status Comments: Ongoing</p>



Housing Commission

7. B.

From: Tiffany Antol, Zoning Code Manager

DATE: 05/22/2025

SUBJECT: Staff is requesting feedback from the Commission on a zoning code text amendment updating High Occupancy Housing standards that are tied to designations within the current Regional Plan that are not proposed to be carried over into the new Regional Plan.

STAFF RECOMMENDED ACTION:

No recommendation.

Executive Summary:

On November 17, 2020, the Flagstaff City Council adopted the High Occupancy Housing Zoning Code Text Amendment which became effective on March 1, 2021. A conditional use permit is required for any development meeting the definition of High Occupancy Housing Development (HOHD) or a Mixed-Use High Occupancy Housing Development (MHOHD). A High Occupancy Housing Development (HOHD) is any of the following:

- Single-family dwelling unit with seven or more bedrooms, or five or more sanitation facilities.
- Duplex or two dwelling units on a lot or parcel with more than a total of seven bedrooms, or if any of the dwelling units contain four or more sanitation facilities.
- Multiple-family developments with three dwelling units on a lot or parcel with more than a total of nine bedrooms, or if any of the dwelling units contain four or more sanitation facilities.
- Multiple-family development with four dwelling units or greater on a development site with any of the following:
 - More than 20 percent of the total dwelling units have four bedrooms or more;
 - One or more of the dwelling units contain four or more sanitation facilities;
 - The total number of dwelling units per acre, or bedrooms per acre, requires a Conditional Use Permit for an HOHD in accordance with the building form and property development standards of the property's designated zone;
 - Or, if the property elects the transect zone, the density is greater than 29 dwelling units per acre or 72.5 bedrooms per acre.
- A Mixed-Use High Occupancy Housing Development includes any of the following
 - More than 20 percent of the total dwelling units have four bedrooms or more;
 - One or more of the dwelling units contain four or more sanitation facilities;
 - The total number of dwelling units per acre, or bedrooms per acre, requires a Conditional Use Permit for an MHOHD in accordance with the building form and property development standards of the property's designated zone.
 - Or, if the property elects the transect zone, the density is greater than 29 dwelling units per acre or 72.5 bedrooms per acre.

Attachments

Staff Memo
Draft Text Amendment



Date: May 22, 2025
TO: Planning and Zoning Commission
FROM: Tiffany Antol, AICP, Zoning Code Manager
Through: Michelle McNulty, AICP, Planning Director
RE: High Occupancy Housing Update Zoning Code Text Amendment

I. Purpose of the Work Session:

Staff is requesting feedback from the Commission on a zoning code text amendment updating High Occupancy Housing standards that are tied to designations within the current Regional Plan that are not proposed to be carried over into the new Regional Plan.

II. Overview of Proposed Amendments:

A. PZ-25-00028 – High Occupancy Housing Update Zoning Code Text Amendment

In February 2018, the City Council adopted the citywide High Occupancy Housing (HOH) Plan, a specific plan, and associated amendments to the Regional Plan. The HOH Plan was developed in response to the community's dialogue about previously proposed high-intensity mid-rise developments near historic neighborhoods that primarily catered to college students. The purpose of the HOH Plan is to provide direction in the form of goals and policies intended to enhance and maintain the city's character and guide future developments that would be considered High Occupancy Housing (HOH). The HOH Plan identified dozens of strategies that could be implemented to address the unintended impacts of these buildings on neighborhood character, affordability, and transportation. After the adoption of the HOH Plan, staff received direction and affirmation from City Council on October 8, 2019, to address smaller developments not originally in the scope of the HOH Plan that may also be considered as HOH. The smaller HOH developments that staff were directed to consider are single-family, two-unit (duplex), three-unit (triplex), and multiple-family developments.

On November 17, 2020, the Flagstaff City Council adopted the High Occupancy Housing Zoning Code Text Amendment which became effective on March 1, 2021. A conditional use permit is required for any development meeting the definition of High Occupancy Housing Development (HOHD) or a Mixed-Use High Occupancy Housing Development (MHOHD).

A High Occupancy Housing Development (HOHD) is any of the following:

- Single-family dwelling unit with seven or more bedrooms, or five or more sanitation facilities.
- Duplex or two dwelling units on a lot or parcel with more than a total of seven bedrooms, or if any of the dwelling units contain four or more sanitation facilities.
- Multiple-family developments with three dwelling units on a lot or parcel with more than a total of nine bedrooms, or if any of the dwelling units contain four or more sanitation facilities.

- Multiple-family development with four dwelling units or greater on a development site with any of the following:
 - More than 20 percent of the total dwelling units have four bedrooms or more;
 - One or more of the dwelling units contain four or more sanitation facilities;
 - The total number of dwelling units per acre, or bedrooms per acre, requires a Conditional Use Permit for an HOHD in accordance with the building form and property development standards of the property's designated zone;
 - Or, if the property elects the transect zone, the density is greater than 29 dwelling units per acre or 72.5 bedrooms per acre.

- A Mixed-Use High Occupancy Housing Development includes any of the following:
 - More than 20 percent of the total dwelling units have four bedrooms or more;
 - One or more of the dwelling units contain four or more sanitation facilities;
 - The total number of dwelling units per acre, or bedrooms per acre, requires a Conditional Use Permit for an MHOHD in accordance with the building form and property development standards of the property's designated zone.
 - Or, if the property elects the transect zone, the density is greater than 29 dwelling units per acre or 72.5 bedrooms per acre.

In addition to the requirement for a Conditional Use Permit for all High Occupancy Housing Developments, the Zoning Code was amended to include bedrooms per acre requirements, revised density standards based on location within an activity center, and location and building size requirements dependent upon different activity centers or commercial corridors as identified in the current Regional Plan. The draft Regional Plan is in the process of being prepared for public hearing and will impact the existing HOH zoning requirements because of the changes to activity centers and corridor land use designations.

The High Occupancy Housing general requirements within the Zoning Code include several provisions that are based on classifications within the Regional Plan. For example:

- An HOHD or MHOHD with four or more dwelling units shall be located inside of a pedestrian shed of an activity center delineated in the General Plan (Regional Plan).
- Inside of a pedestrian shed of a Regional Activity Center, an HOHD or MHOHD in a commercial zone may contain more than 50 dwelling units per acre and/or 125 bedrooms per acre.

The Regional Plan currently has 27 activity centers located entirely within the city limits. These activity centers are dispersed throughout the city limits. If a property owner has a parcel or lot outside an activity center, they may not apply for a Conditional Use Permit for a High Occupancy Housing Development with four or more dwelling units.

The primary catalyst for pursuing changes to High Occupancy Housing general requirements is the required update to the Regional Plan which must occur every 10 years according to state statutes. The draft plan includes significant changes to activity centers and commercial corridors. These changes include the category, area, and number, which modifies which properties are eligible to apply for a conditional use permit. These changes will likely impact the following requirements in the Zoning Code:

An HOHD in a Commercial Zone shall be:

a. On a lot or parcel that is setback at least 300 feet from the centerline of a street classified as a Commercial Corridor identified on the General Plan; and

b. There shall be an existing primary mixed-use development or commercial use(s), excluding primary transportation and infrastructure uses, on the lot(s) or parcel(s) between the HOHD and the Commercial Corridor street.

Building Footprint Sizes and Separation Requirements.

1. Maximum building footprint inside a pedestrian shed of a Historic Activity Center delineated in the General Plan, excluding properties zoned Commercial Business (CB): Equal to, or less than, 5,000 square feet.

2. Maximum building footprint inside a pedestrian shed of a Historic Activity Center delineated in the General Plan, and on a property zoned Commercial Business (CB): Equal to, or less than, 22,000 square feet.

3. Maximum building footprint inside a pedestrian shed of a Regional Activity Center delineated in the General Plan: No Maximum.

4. Maximum building footprint inside a pedestrian shed of an activity center in all other areas not described in subsections B.1., B.2., and B.3. of this section: Equal to, or less than, 22,000 square feet.

5. Excluding the Commercial Business (CB) zone, the minimum separation between the building footprints of structures on the same lot or parcel, and structures on an abutting lot or parcel, shall be separated by a distance that is the greater of 10 feet, or one-third the height of the taller structure.

6. Where the area of a pedestrian shed of an activity center intersects with the area of a pedestrian shed of another activity center, the pedestrian shed with the more restrictive maximum building footprint requirement shall govern the intersecting area. The locations of the pedestrian sheds of the activity centers are identified in the General Plan.

Staff is proposing to amend these requirements to remove references to designations in the Regional Plan and rather tie them to other codes and official designations.

In addition to the general requirements for HOHD and MHOHD projects, this zoning code text amendment altered the density requirements for all residential projects within the Resource Protection Overlay (RPO) as well as adding bedroom density allowances for all residential developments. HOHD or MOHD projects in commercial zones are able to exceed both maximum unit

and bedroom density through the Conditional Use Permit process. Before this amendment, the Zoning Code included separate dwelling unit density standards for properties inside the RPO versus outside the RPO. For example, in the High Density Residential zone, properties outside the RPO were allowed a maximum of 29 units per acre and properties inside the RPO were allowed a maximum of 22 units per acre. The amendment added a third category for properties within the RPO and within the pedestrian shed of an activity center and provided the same density as if the property was outside the RPO (so, in this example, 29 units per acre). Changes to existing activity centers may create new legal non-conforming properties and limit the development potential of others. Staff recommends that all parcels within the same zone, regardless of the RPO or activity center, have the same density allowance.

III. Community Involvement:

Staff will pursue community involvement in the review of this amendment in a community open house on June 5, 2025. A formal work session with the Planning & Zoning Commission will be noticed to the public after the text amendments have been fully drafted based on feedback, as well as public hearings with both the Planning & Zoning Commission and City Council.

IV. Conclusion:

As indicated above, the purpose of the work session is for staff to present an overview of the Zoning Code's proposed amendment and allow interested individuals, residents, and business owners to provide comments. The work session also allows the Commission to ask questions, seek clarification, have discussions, and offer comments on the proposed amendments. No formal recommendation or action by the Commission to the City Council is to occur at the work session. Additional opportunities for discussion, public comment, and action by the Commission will occur at a future public hearing.

Attachments:

- PZ-25-00028 High Occupancy Housing Update Draft Zoning Code Text Amendment

Case No. PZ-25-00028 – High Occupancy Housing

Provisions that are being deleted are shown in bold ~~strikethrough~~ text.

Provisions that are being added are shown in bold red text.

Section 1. Amend Title 10 Flagstaff Zoning Code, Chapter 10-40: Specific to Zones, Division 10-40.30: Non-Transect Zones, Section 10-40.30.030: Residential Zones, Table 10-40.30.030.C.: Residential Zones – Building Form and Property Development Standards, as follows:

Table 10-40.30.030.C. Residential Zones – Building Form and Property Development Standards							
	Residential Zones						
	RR	ER	R1	R1N	MR	HR	MH
Density Requirements See Division 10-30.20, Affordable Housing Incentives							
Density: Gross Density (units/acre)							
Min.	--	--	2	2	6	10	--
Maximum without the Resource Protection Overlay (RPO)	1	1	6	14	14	29 ⁵	11
Maximum with the RPO, inside of a pedestrian shed of an activity center¹⁷	1	1	6	14	14	29⁵	11
Maximum with the RPO, outside of a pedestrian shed of an activity center¹⁷	1	1	5	--	9	22	4
Maximum Bedroom Requirements							
Bedrooms per Acre on a Development Site Multiple-Family Dwelling with Ffour dwelling Uunits and Greater or more, Bedrooms per Acre							

Table 10-40.30.030.C.

Residential Zones – Building Form and Property Development Standards

		Residential Zones					
		RR	ER	R1	R1N	MR	HR
	Maximum without the RPO	---End note 14---	15	--	35	72.5	--
	Maximum without the RPO with a Conditional Use Permit for a High Occupancy Housing Development inside of a pedestrian shed of an activity center ¹⁷	---End note 15---	21	--	49 ¹⁶	101.5 ¹⁶	--
	Maximum with the RPO	---End note 14---	12.5	--	22.5	55	--
	Maximum with the RPO and a Conditional Use Permit for a High Occupancy Housing Development inside of a pedestrian shed of an activity center ¹⁷	---End note 15---	17.5	--	31.5 ¹⁶	77 ¹⁶	--

End Notes

~~16. Additional bedrooms per acre may be approved on a lot or parcel inside of a pedestrian shed of a regional activity center delineated on the General Plan or applicable specific plan with an HOHD conditional use permit.~~

Table 10-40.30.030.C.

Residential Zones – Building Form and Property Development Standards

	Residential Zones						
	RR	ER	R1	R1N	MR	HR	MH
17. Activity centers are delineated on the General Plan or applicable specific plan.							
Key							
-- Not Applicable							

Section 2. Amend Title 10 Flagstaff Zoning Code, Chapter 10-40: Specific to Zones, Division 10-40.30: Non-Transect Zones, Section 10-40.30.040: Commercial Zones , Table 10-40.30.040.C.: Commercial Zones – Building Form and Property Development Standards, as follows:

Table <u>10-40.30.040.C.</u>						
Commercial Zones – Building Form and Property Development Standards						
	Commercial Zones					
	SC	CC	NCC	HC	CS	CB
Building Form Requirements						
Building Height (max.) ^{8, 9, 10}	35'	60 ^{14, 7}	45 ^{17,} 13 ¹⁴	60 ¹⁴	60 ¹⁴	60 ¹⁴
Gross FAR (max.)	0.8	2.5	2.5	3.0	2.0	No max.
Density Requirements						
Gross Density (units/acre)						
	Maximum without the Resource Protection Overlay (RPO)	13 ¹¹	----- 29 ¹¹ -----			
	Maximum with the RPO, inside of a pedestrian shed of an activity center¹³	13 ¹¹	----- 29 ¹¹ -----			
	Maximum with the RPO, outside of a pedestrian shed of an activity center¹³	13 ¹¹	----- 22 ¹¹ -----			
Maximum Bedroom Requirements						
Bedrooms per Acre on a Development Site with Four Dwelling Units and Greater or More						
	Maximum without the RPO for a development	35 ¹²	----- 72.5 ¹² -----			
	Maximum with the RPO inside of a pedestrian shed of an activity center¹³	35 ¹²	----- 72.5 ¹² -----			
	Maximum with the RPO outside of a pedestrian shed of an activity center¹³	35 ¹²	----- 55 ¹² -----			

Table 10-40.30.040.C.

Commercial Zones – Building Form and Property Development Standards

	Commercial Zones					
	SC	CC	NCC	HC	CS	CB

End Notes

~~13. Activity centers are delineated on the General Plan or applicable specific plan.~~

~~13~~14. Conditional ~~u~~Use permit required for ~~s~~Structures over 45 feet in height.

Section 3. Amend Title 10 Flagstaff Zoning Code, Chapter 10-40: Specific to Zones, Division 10-40.60: Specific to Uses, Section 10-40.60.170: High Occupancy Housing Developments and Mixed-Use High Occupancy Housing Developments, as follows:

10-40.60.170 High Occupancy Housing Developments and Mixed-Use High Occupancy Housing Developments

A. Applicability. This section provides general requirements and Conditional Use Permit standards for High Occupancy Housing Developments (HOHD) and Mixed-Use High Occupancy Housing Developments (MHOHD). The following Development types meet the definition of High Occupancy Housing and are required to obtain a Conditional Use permit.

- 1. Single-Family High Occupancy Housing Development: A Single-Family Attached or Detached Dwelling Unit with seven or more Bedrooms or five or more Sanitation Facilities.**
- 2. Two-Units High Occupancy Housing Development: A Development consisting of two Dwelling Units on one Lot or Parcel, excluding an Accessory Dwelling Unit, with more than a total of seven Bedrooms or one or more Dwelling Unit(s) containing four or more Sanitation Facilities.**
- 3. Three-Units High Occupancy Housing Development: A Development consisting of three Dwelling Units on one Lot or Parcel with more than a total of nine Bedrooms or one or more Dwelling Unit(s) containing four or more Sanitation Facilities.**
- 4. Four Units and Greater High Occupancy Housing Development: A Development Site containing four or more Dwelling Units with any of the following:**
 - a. More than 20 percent of the total Dwelling Units have four Bedrooms; or**
 - b. One or more of the Dwelling Unit(s) contains four or more Sanitation Facilities; or**
 - c. The total number of Dwelling Units and Bedrooms per Acre exceeds the maximums of the building form and property development standards of the property's designated Non-Transect Zone; or**
 - d. If the property owner has elected a Transect Zone, the density is greater than 29 Dwelling Units per Acre and 72.5 Bedrooms per Acre.**
- 5. Mixed Use High Occupancy Housing Development: A Mixed-Use Development with any of the following:**

- a. More than 20 percent of the total Dwelling Units have four Bedrooms or more; or
- b. One or more Dwelling Unit(s) containing four or more Sanitation Facilities; or
- c. The total number of Dwelling Units and Bedrooms per Acre exceeds the maximums the building form and property development standards of the property's designated Non-Transect zone; or
- d. If the property owner has elected a Transect Zone, the density is greater than 29 dwelling units per acre and 72.5 bedrooms per acre.

B. Exceptions. Housing Developments, either for rental or purchase, in which all Dwelling Units are permanently affordable and offered at 60 percent or less of the area median income (AMI) in compliance with the Department of Housing and Urban Development regulations shall not be categorized as High Occupancy Housing Development, regardless of the number of Dwelling Units, Bedrooms, or zoning.

CB. General Requirements.

15. The maximum number of ~~b~~**B** Bedrooms in a two-unit HOHD or MHOHD: 10.

26. The maximum number of ~~b~~**B** Bedrooms in a three-unit HOHD or MHOHD: 12.

~~1. The applicant of an HOHD or MHOHD with four dwelling units or more shall submit typical floor plans or a typical residential unit study that illustrates how the residential units of an HOHD or MHOHD could be converted to a residential unit that is no longer an HOHD or MHOHD with minimal structural or minimal plumbing modifications. The required study shall be designed and sealed by an Arizona registrant.~~

~~2. An HOHD or MHOHD with four or more dwelling units shall be located inside of a pedestrian shed of an activity center delineated in the General Plan or applicable Specific Plan.~~

34. An HOHD ~~or MHOHD~~ with four ~~dwelling~~ **dwelling** units ~~or more~~ **and greater in a residential zone,** ~~and that has 29 dwelling units per acre or less or 72.5 bedrooms per acre or less~~ shall not exceed a Bedroom-to-Dwelling Unit ~~r~~**Ratio greater than of** 3.5.

~~43.~~ An HOHD or MHOHD with four **d**dwelling units **or more and greater in a commercial zone,** and that ~~has more than 29 dwelling units per acre or more than 72.5 bedrooms per acre~~ shall have:

a. A minimum of 20 percent of the **b**Bedrooms contained in studio and/or one-**b**Bedroom **d**Dwelling **u**Units; and

b. A maximum of 30 percent of **b**Bedrooms contained in **d**Dwelling **u**Units with four **b**Bedrooms or more.

~~7. Inside of a pedestrian shed of a Regional Activity Center, an HOHD or MHOHD in a commercial zone may contain more than 50 dwelling units per acre and/or 125 bedrooms per acre.~~

~~8. An HOHD in a Commercial Zone shall be:~~

~~a. On a lot or parcel that is setback at least 300 feet from the centerline of a street classified as a Commercial Corridor identified on the General Plan; and~~

~~b. There shall be an existing primary mixed-use development or commercial use(s), excluding primary transportation and infrastructure uses, on the lot(s) or parcel(s) between the HOHD and the Commercial Corridor street.~~

~~511.~~ An MHOHD **with 4 units and greater** shall be on a lot or parcel that abuts a street classified as a **Collector or Arterial.** ~~commercial corridor shown on the General Plan.~~

~~69.~~ An MHOHD shall comply with the **m**Mixed-**u**Use **d**Development standards of Section 10-40.60.260.

~~710.~~ Prior to the final approval of a land division that creates ~~one or more lots or parcels with a~~ **d**Development that conforms to the definition of an HOHD or MHOHD, ~~the property owner shall obtain approval of~~ a Conditional Use **P**ermit **shall be obtained** for the Development Site that will contain the HOHD or MHOHD.

B. Building Footprint¹ Sizes and Separation Requirements **for HOHD or MHOHD with Four Units and Greater within a Historic Overlay Zone.**

1. Maximum building footprint¹ **on a Development Site within a historic overlay zone inside a pedestrian shed of a Historic Activity Center delineated in the General Plan or applicable Specific Plan**, excluding properties zoned Commercial Business (CB), **T6 Downtown, T5 Main Street, or T5-O Main Street Open shall not exceed: Equal to, or less than**, 5,000 square feet.

2. Maximum building footprint¹ **on a Development Site within a historic overlay zone inside a pedestrian shed of a Historic Activity Center delineated in the General Plan or applicable Specific Plan**, and **on a property** zoned Commercial Business (CB), **T6 Downtown, T5 Main Street, and T5-O Main Street Open shall not exceed: Equal to, or less than**, 22,000 square feet.

~~3. Maximum building footprint¹ inside a pedestrian shed of a Regional Activity Center delineated in the General Plan or applicable Specific Plan: No Maximum.~~

~~4. Maximum building footprint¹ inside a pedestrian shed of an activity center in all other areas not described in subsections B.1., B.2., and B.3. of this section: Equal to, or less than, 22,000 square feet.~~

35. Excluding the Commercial Business (CB) zone, The minimum separation between **the building footprints of structures** on the same lot or parcel, and **building footprints structures** on an abutting lot or parcel **(not including Accessory Structures)**, shall be **separated by** a distance that is the greater of 10 feet, or one-third the height of the taller structure, **excluding properties zoned Commercial Business (CB), T6 Downtown, T5 Main Street or T5-O Main Street Open.**

~~6. Where the area of a pedestrian shed of an activity center intersects with the area of a pedestrian shed of another activity center, the pedestrian shed with the more restrictive maximum building footprint requirement shall govern the intersecting area. The locations of the pedestrian sheds of the activity centers are identified in the General Plan, including any applicable Specific Plans.~~

Note 1: ~~For the purpose of the requirements of subsection B. of this section, T~~he maximum allowable building footprint is equal to the largest floor plate of a structure, including interior courtyards, abutting and interior, or partial interior, podium and above ground parking structure(s), and structures connected with a **continuous** roof.

C. Waste Management Plan **for HOHD or MHOHD with Four Units and Greater.**

1. ~~The property owner of an HOHD or MHOHD with four dwelling units or more shall obtain approval of a~~ **A** waste management plan **shall be reviewed and approved by** ~~from~~ the City's Public Works Director, or designee, prior to the approval of the site plan.
2. ~~The~~ **Prior to the issuance of any** building permit **shall include all necessary,** ~~the property owner shall incorporate into the construction documents the~~ improvements **required** to comply with the approved waste management plan.
3. ~~If a Certificate of Occupancy is not required, the property owner shall provide all necessary apparatus, equipment, and improvements within 182 days from the date of the approval of the CUP, or another date specified in the conditions of approval for the CUP.~~
 - a. ~~The Director may approve a one-time 91-day extension, for no more than 273 days from the date of the CUP approval, to allow the property owner to complete the improvements. The property owner shall request an extension at least 14 days prior to the date indicated in subsection C.3. of this section.~~
34. The ~~HOHD or MHOHD~~ **Development** shall be maintained in compliance with the approved ~~wWaste mManagement pPlan.~~

D. ~~Crime Free Multi-Housing Program.~~

1. ~~The property owner of an HOHD or MHOHD shall maintain compliance with the Flagstaff Police Department's Crime Free Multi-Housing Program, unless exempted by the Police Department's Crime Free Multi-Housing Program representative.~~
2. ~~Prior to the issuance of the Conditional Certificate of Occupancy, or Certificate of Occupancy, whichever is first, or within 63 days of the approval of the Conditional Use Permit if a Certificate of Occupancy is not required, the property owner of a HOHD or MHOHD shall enter into an agreement with the City to comply with the Flagstaff Police Department's Crime Free Multi-Housing Program.~~
3. ~~The property owner, or agent, shall:~~
 - a. ~~Utilize a Crime Free Lease Addendum, or an alternative approved by the Flagstaff Police Department's representative, as part of each tenant lease;~~

~~b.— Obtain written verification as part of a tenant lease that each tenant has received and agreed to the Crime Free Lease Addendum or the approved alternative; and~~

~~c.— Have completed the Flagstaff Police Department’s Crime Free Multi-Housing Program required training within the Program’s required time frames.~~

~~4.— Within 182 days from the date of the agreement, the property owner, or managing agent, shall have completed the first phase requirements of the Flagstaff Police Department’s Crime Free Multi-Housing Program.~~

~~5.— A new Flagstaff Police Department’s Crime Free Multi-Housing Program first phase training and related requirements shall be completed within 182 days from the date of a change of ownership, management company, or a site manager of an existing HOHD or MHOHD.~~

~~6.— Every two years from the date of the agreement, the property owner, or managing agent, shall complete the required training that complies with the Flagstaff Police Department’s Crime Free Multi-Housing Program.~~

DE. Additional Conditional Use Permit Criteria **for HOHD or MHOHD Developments with Four Units and Greater.** In addition to the criteria of Section 10-20.40.050.E., the Planning and Zoning Commission shall not approve a Conditional Use Permit unless:

~~1.— For the properties subject to Division 10-30.30, Heritage Preservation, the City’s Historic Preservation Officer or the Heritage Preservation Commission has made a determination that the proposed HOHD or MHOHD has no adverse effect or has appropriately mitigated its effects on the historic cultural resource.~~

1. The applicant has consulted with the City’s Police Department to create a safety plan for the Development.

2. Adequate transit service is available to the Development Site has a permanent transit stop located within 1,320 feet, measured following a continuously improved walkway, sidewalk, and/or public trail. A distance greater than 1,320 feet may be approved by the Planning & Zoning Commission when the applicant can demonstrate that the additional distance does not impede reasonable access to transit. containing four dwelling units or more. Adequate transit service from a Development Site to a permanent transit stop is:

3. The proposed HOHD or MHOHD is consistent with and conforms to the goals and policies of the General Plan and any applicable Specific Plan.

~~a. Less than or equal to 1,320 feet; or~~

~~b. A distance greater than 1,320 feet when the Planning and Zoning Commission finds that the route to the permanent transit stop has adequate nighttime lighting and does not have a significant grade change, and the distance does not impede reasonable access to transit.~~

~~The distance between the permanent transit stop to the Development Site shall be measured following a continuously improved sidewalk and/or public paved trail.~~

Section 4. Amend Title 10 Flagstaff Zoning Code, Chapter 10-80: Definitions, Division 10-80.20: Definition of Specialized Terms, Phrases, and Building Functions, Section 10-80.20.080: Definitions “H”, as follows:

High Occupancy Housing Development (HOHD): Means any of following: High Occupancy Housing Development, Single-Family; High Occupancy Housing Development, Two-units; High Occupancy Housing Development, Three-units; and High Occupancy Housing Development, Four-units and Greater (see definitions below). ~~Housing development, either for rental or purchase, in which all dwelling units are permanently affordable and offered at 60 percent of the Area Median Income (AMI) in compliance with the Department of Housing and Urban Development regulations shall not be categorized as High Occupancy Housing Development, regardless of the number units, bedrooms, or zoning.~~

High Occupancy Housing Development, Four-Units and Greater: A Development Site containing four or more ~~d~~Dwelling ~~u~~Units where:

- a. More than 20 percent of the total ~~d~~Dwelling ~~u~~Units have four ~~b~~Bedrooms or more; **or**
- b. One or more of the ~~d~~Dwelling ~~u~~Unit(s) containing four or more ~~s~~Sanitation ~~f~~Facilities; or
- c. The total number of ~~d~~Dwelling ~~u~~Units ~~per acre, or and b~~Bedrooms per ~~a~~Acre, ~~requires a Conditional Use Permit for an HOHD in accordance with exceeds~~ the building form and property development standards of the property’s designated Non-Transect Zone; ~~or, if the property owner has elected a Transect Zone, the density is greater than 29 dwelling units per acre or 72.5 bedrooms per acre.~~
- d. If the property owner has elected a Transect Zone, the density is greater than 29 Dwelling Units per Acre and 72.5 Bedrooms per Acre.**

Section 5. Amend Title 10 Flagstaff Zoning Code, Chapter 10-80: Definitions, Division 10-80.20: Definition of Specialized Terms, Phrases, and Building Functions, Section 10-80.20.130: Definitions “M”, as follows:

Mixed-Use High Occupancy Housing Development (MHOHD):

1. A ~~m~~**M**ixed-~~u~~**U**se ~~d~~**D**evelopment with:
 - a. More than 20 percent of the total ~~d~~**D**welling ~~u~~**U**nits have four ~~b~~**B**edrooms or more; **or**
 - b. One or more ~~d~~**D**welling ~~u~~**U**nit(s) containing four or more ~~s~~**S**anitation ~~f~~**F**acilities; or
 - c. ~~The total number of dDwelling uUnits per acre, or and bBedrooms per aAcre, requires a conditional use permit for an MHOHD in accordance with~~ **exceeds** the building form and property development standards of the property’s designated ~~Non-T~~**Non-T**ransect zone; ~~or, if the property owner has elected a transect zone, the density is greater than 29 dwelling units per acre or 72.5 bedrooms per acre.~~
 - d. If the property owner has elected a Transect Zone, the density is greater than 29 Dwelling Units per Acre and 72.5 Bedrooms per Acre.**

2. ~~Mixed-use housing development, either for rental or purchase, in which all dwelling units are permanently affordable and offered at 60 percent of the area median income (AMI) in compliance with the Department of Housing and Urban Development regulations shall not be categorized as high-occupancy housing development, regardless of the number of units, bedrooms, or zoning.~~