

MINUTES

PLANNING & ZONING COMMISSION
WEDNESDAY
MAY 28, 2025

COUNCIL CHAMBERS
211 WEST ASPEN AVENUE
4:00 P.M.

1. CALL TO ORDER

- Chair Mandino called the meeting to order at 4:00 p.m.

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Commission and to the general public that, at this 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 Commission'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.

PRESENT:
CAROLE MANDINO, CHAIR
JOSHUA MAHER
CHRISTINE SHEEHY
CJ LUCKE
IAN SHARP
MEGAN WELLER

EXCUSED:
MARY NORTON, VICE CHAIR

3. PUBLIC COMMENT

- None

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.

4. APPROVAL OF MINUTES

- Approval of the minutes from the regular meeting on Wednesday May 14, 2025.

Moved by CJ Lucke, seconded by Megan Weller to approve of the minutes from the regular meeting on Wednesday May 14, 2025.

Vote: 6 - 0 - Unanimously

5. PUBLIC HEARING

A. Public Hearing:

PZ-25-0008-Forest Resource Pilot Program -The City is requesting a modification to the Zoning Code provisions in Chapter 10-50: Supplemental to Zones, Division 10-50.90: Resource Protection Standards, to update the purpose and goals and add Section 10-50.-90.061, Forest Resource Pilot Program, to establish a three-year pilot program for the preservation of forest resources using new technology in alignment with the Flagstaff Fire Department Forest Management Plan.

STAFF RECOMMENDED ACTION:

Staff recommends the Planning and Zoning Commission, in accordance with the findings in this report, make a recommendation to the City Council for approval of the City Code Text Amendment.

- Tiffany Antol, Zoning Code Manager, and Neil Chapman, Wildland Fire Captain, delivered a PowerPoint presentation and responded to questions from the Commissioners.

Moved by CJ Lucke, seconded by Ian Sharp to approve, in accordance with the findings in this report, that the Planning and Zoning Commission make a recommendation to the City Council for approval of the City Code Text Amendment **PZ-25-0008-Forest Resource Pilot Program**.

Vote: 6 - 0 - Unanimously

B. **PZ-23-00161-05: Mountain Line Maintenance and Storage**

A Conditional Use Permit request from Norris Design on behalf of Mountain Line, for a Passenger Transportation Facility at 3773 N Kaspar Drive (APN: 113-22-001M & 113-22-001T), in the Highway Commercial (HC) zone. The applicant is proposing a 63,463 square-foot passenger transportation facility to include bus maintenance bays, bus parking, fueling facilities, storage space, offices, and meeting rooms on an approximately 6.75-acre site in addition to the existing approximately 25,000 square foot bus storage facility and supporting structures for storage, maintenance, and bus washing.

STAFF RECOMMENDED ACTION:

Staff believes that the proposed CUP request is in substantial conformance with the required findings and recommends the Planning and Zoning Commission approve PZ-23-00161-05, subject to the following conditions:

1. The development of the site shall substantially conform to the plans as presented with the CUP application.
 - Ben Mejia, Senior Planner, gave a PowerPoint presentation and answered Commissioners' questions.
 - A PowerPoint presentation was given by applicant Rachael Smith, Associate Urban Planner with Norris Designs. Also present for the presentation were applicants Aaron Hayne, Landscape Architect; Anne Dunno, Capital Development Manager at Mountain Line; and John Griffith, Architect at HDR Architecture Inc. A discussion followed, during which the Commissioners' questions were addressed.

Moved by Carole Mandino, seconded by Christine Sheehy to approve, with substantial conformance to the required findings, that the Planning and Zoning Commission approve PZ-23-00161-05, subject to the following conditions: The development of the site shall substantially conform to the plans as presented with the CUP application.

Vote: 6 - 0 - Unanimously

6. MISCELLANEOUS ITEMS TO/FROM COMMISSION MEMBERS

- Alaxandra Pucciarelli, Current Planning Manager, announced that the June 11, 2025 meeting has been canceled.

7. ADJOURNMENT

- The meeting was adjourned at 5:03 p.m.

SIGNATURE LINE.

CHAIRPERSON _____