



City of Flagstaff
Community Development
Substantive Review Comments

Project Name: Mountain View Church **Date:** 01/09/2024
Project No.: PZ-20-00010-01
Project Address: 2150 E Linda Vista Dr

Application Type: Site Plan
Review Type: Substantive 2nd Submittal

Project Manager: Bethan Heng
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Phone: 928-213-2603

Status of Review: Approved w/ Conditions
In accordance with ARS 9-835(J), the Substantive Review of the application is complete and the application has been approved subject to the following conditions and comments. This correspondence is being transmitted on Day 32 of the 33-day Substantive Review Timeframe (which includes the granted additional 11 days).

PROJECT SUMMARY:

This application proposes to develop an addition for a place of worship on a 2.99-acre site located at 2150 E Linda Vista Dr (APN 108-01-001V). The proposed development includes a sanctuary, office spaces, a library, and meeting rooms. The site is zoned Rural Residential (RR) and place of worship with 250 or more seats requires a Conditional Use Permit in the zone.

CONDITIONS OF RESUBMITTAL COMMENTS:

Substantive Current Planning: Current Planning, Bethan Heng *Approved with Conditions* 01/09/2024

Conditions of Approval:

1. Parking Standards (10-50.80)
 - a. Please show width and length of curved parking stalls to the Northeast of subject property at point of Civil Plan Review.
 - b. Please include parking calculations for all uses on site. Please see Parking Standards under General Comments for parking spaces requirement. Square footage for Auxiliary Worship Assembly space does not have to be included in parking count, as discussed at second submittal, based on the intention for this assembly area to be used for Children’s Church. However, all meeting rooms & offices in both the new and existing building must be parked. Please adjust calculations at point of Civil Plan Review.
2. Landscape Plan (10-50.60)
 - a. Required Landscaping Calculations are incorrect. 1 Tree per 15 feet of street buffer is required since the subject property is zoned Rural Residential. Please adjust Landscaping Calculation Table accordingly and provide correct quantities at point of Civil Plan Review.
 - b. The alternative landscaping plan, prepared by Reece and Rowe Architects dated December 22, 2023 and submitted for the January 4th, 2024 IDS Meeting, has been reviewed and approved by the Planning Director on January 9, 2024. Future submittals of the Landscaping Plan shall substantially conform to what was approved on this Landscaping Plan.



City of Flagstaff Community Development Substantive Review Comments

General Comments:

1. Project Information/Data:
 - a. Subject property is zoned Rural Residential (RR). Places of Worship facilities that exceeds 250 seats will need a Conditional Use Permit.
2. Site Planning Standards (10-30.60):
 - a. Site Planning Design Standards apply since the proposed addition will require a Conditional Use Permit as required by Section 10-30.60.020. However, the existing structure on site was approved and built before the enactment of this requirement from current Flagstaff Zoning Code. The applicant is encouraged to incorporate as much Site Planning Design Standards as possible to the project. Site Planning Design Standards can be found in Section 10-30.60 of the Flagstaff Zoning Code. Project Narrative submitted for the January 4th, 2024 IDS Meeting suffices for how this project intends to meet Site Design Standards.
3. Architectural Design Standards (10-50.20):
 - a. Architectural Design Standards apply since proposed addition includes an expansion of more than 25 percent of gross floor area. (10-50.20.020) LRV Chart and Materials Chart included in Elevations Plan submitted for the January 4th, 2024 IDS Meeting satisfy the Architectural Design Standards.
4. Landscaping Standards (10-50.60):
 - a. Landscaping standards apply since the proposed addition is more than 35 percent increase in gross floor area and seating capacity. (10-50.60.020)
 - b. Plant quantities and placement can be found in Table 10-50.60.050.B – Required Plan Quantities.
 - c. A list of approved plant species can be found in Appendix 3 – City of Flagstaff Landscape Plant List.
5. Outdoor Lighting Standards (10-50.70):
 - a. Outdoor Lighting permits should be submitted at the same time as Building Permit Submittal. If submitted as a part of a Building permit submittal, the Outdoor lighting application incurs no additional cost to the applicant.
6. Parking Standards (10-50.80):
 - a. Number of Motor Vehicle Parking Space are required as follows:
 - i. Places of worship – 1 per 60 gsf in main sanctuary. Site Plan meets requirement.
 - b. Bicycle parking spaces are required. The greater of two bicycle spaces, or five percent of the required vehicle parking. Proposed bicycle parking meets this requirement. (10-50.80.050)
7. Other
 - a. Retaining Walls - 5ft wall shown on Sheet A9.1 meet requirements as found in Section 10-30.60.040.
 - i. Retaining walls shall blend with the natural features of the site and shall be constructed with native rock or masonry that conveys a scale, color, and texture similar to that of traditional rock walls, such as split-face block or scored and textured concrete.
 - ii. The height of exposed retaining walls and retaining walls visible from the public right-of-way shall be limited to no more than five feet where feasible. Where greater heights are needed to retain cut or fill conditions, a series of terraced or stepped walls shall be used or a building shall be placed to screen the cut slope so it is not visible from public right-of-way.
 - iii. The width of a retaining wall terrace must be no less than three feet.



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Next Steps:

1. Submit for Civil Plan Review. Please coordinate with David Millis from Development Engineering at David.millis@flagstaffaz.gov
2. Submit for Conditional Use Permit (CUP)

Substantive Engineering: Development Engineering, James Boyer *Approved with Conditions 01/08/2024*

Conditions of Approval:

Civil Plan review and a Grading Permit will be required for this project. Contact David Millis Development Engineer David.millis@flagstaffaz.gov prior to initiating Civil Plan preparation. The requirements for this project will not include all items indicated on the application checklist due to the limited scope of improvements proposed in this project.

Substantive Fire Prevention: Fire Prevention Christopher Jack *Approved with Conditions 11/21/2023*

Underground fire line, automatic sprinklers, and fire alarm system are deferred submittals through the fire department.

Substantive Water Services: Water Services, Jackson Salazar *Approved with Conditions 11/28/2023*

Conditions of Approval:

1. Per City Code SECTION 7-03-001-0011, water meters and service lines shall be sized per AWWA Manual M22 to meet the domestic pressure and flow demands. Sizing will be submitted to the City Utilities Department by the developer or owner for City review at building permit. Caution: this information is needed early in the design process so that corrections are not made after the service lines are installed.

Substantive Public Works: Public Works, Samuel Beckett *Approved with Conditions 01/04/2024*

Conditions of Approval:

In order for the solid waste enclosure to be safely accessible for service, there should be a clearance rectangle of 20' wide by 50' long in front of the enclosure and the centerline of the clearance rectangle should not deviate more than 30 degrees from the vehicle's path of approach. The clearance rectangle should be free of all potential obstacles, including parking spaces.



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Substantive Stormwater: Stormwater, Douglas Slover *Approved 11/28/2023*

General Comments

1. Concentrated flows should not be routed across sidewalk. A scupper may be needed at retention basin outlet. COF Stormwater and designer will need to discuss options prior to Civil Submittal

Future Submittal Requirements

1. Provide Drainage Report with Civil Submittal
2. Provide O&M with Civil Submittal
3. Include Erosion Control Plan with Civil Submittal

Substantive Building & Safety: Building Safety, Brian Cook *Approved 11/15/2023*

No Comments

Substantive Parks: Parks, Amy Hagin *Approved 11/21/2023*

No Comments

Substantive Traffic: Traffic, Reid Miller *Approved 11/21/2023*

No Comments

Substantive HPC/Comm Design: Heritage Preservation, Mark Reavis *Approved 11/21/2023*

No Comments
