

MINUTES

PLANNING & ZONING COMMISSION
WEDNESDAY
OCTOBER 29, 2025

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

1. CALL TO ORDER

- Chair Mandino called the meeting to order at 4:01 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-Left at 5:30 p.m.

MARY NORTON, VICE CHAIR
IAN SHARP
MEGAN WELLER

3. OPEN CALL TO THE PUBLIC

- 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 October 8, 2025.

Moved by Ian Sharp, seconded by CJ Lucke to approve the minutes from the regular meeting on October 8, 2025.

Vote: 7 - 0 - Unanimously

5. PUBLIC HEARING

- A. Public Hearing: PZ-24-00124-08: A Conditional Use Permit (CUP) request from Gammage & Burnham PLC, on behalf of STL 405, LLC, to establish a Golf Course and Facilities use on a 20.86-acre portion of parcel APN: 106-10-004, generally located northeast of existing Pine Canyon development, in the Rural Residential (RR) zone.

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-23-00124-08, subject to the following conditions:

1. The development of the site shall substantially conform to the plans as presented with the CUP application.
 2. The final Natural Resource Protection Plan submitted with the Civil Engineering Plans shall evaluate the disturbance to forest resources based on disturbance to canopy, in conformance with Section 10-50.90.070.C.8 of the Flagstaff Zoning Code. The final preservation rate of the site shall meet the minimum requirements as stated in 10-50.90.060 of the Flagstaff Zoning Code.
- Ben Mejia, Senior Planner, delivered a PowerPoint presentation. Questions from the Commissioners were addressed by the following individuals:
 - Ben Mejia
 - Tiffany Antol, Zoning Code Manager
 - Alexandra Pucciarelli, Current Planning Manager
 - Mac McNamara, Water Services Section Director
 - Lindsay Schube, Attorney with the law firm Gammage & Burnham PLC, provided a PowerPoint presentation on behalf of STL 405, LLC. The clients represented were Todd Severson, Managing Partner Symmetry Companies and Hillary Turby, Entitlements Director for Symmetry Companies. Questions from the Commissioners were addressed by the following individuals:
 - Lindsay Schube
 - Todd Severson
 - Mac McNamara
 - Christina Rubalcava, Senior Assistant City Attorney
 - Public comments were provided by:
 - Nat White
 - Michele James, with Friends of Flagstaff's Future

Moved by Ian Sharp, seconded by Joshua Maher to approve Conditional Use Permit (CUP) PZ-24-00124-08 in accordance with the findings and with the two conditions presented.

Vote: 5 - 2

NAY: CJ Lucke

Mary Norton

B. PZ-25-00027: Middle Housing Zoning Code Text Amendment

The City is requesting a modification to the following Zoning Code provisions for the purposes of allowing middle housing types and land uses similar to single-family housing types and land uses. Chapter 10-20: Administration, Procedures, and Enforcement, Division 10-20.30: Common Procedures, Division 10-20.40: Permits and Approvals, and Division 10-20.60: Nonconforming Provisions. Chapter 10-30: General to All, Division 10-30.50: Public Improvements, and Division 10-30.60: Site Planning Design Standards. Chapter 10-40: Specific to Zones, Division 10-40.30: Non-Transect Zones, Division 10-40.60: Specific to Uses, and Division 10-40.40: Transect Zones. Chapter 10-50: Supplemental to Zones, Division 10-50.20: Architectural Design Standards, Division 10-50.60: Landscape Standards, and Division 10-50.80: Parking Standards. Chapter 10-80: Definitions, Division 10-80.20: Definitions of Specialized Terms, Phrases, and Building Functions.

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 Zoning Code Text Amendment PZ-25-00027 Middle Housing Version #1.

- Tiffany Antol provided a PowerPoint Presentation. Questions from the Commissioners were addressed by the following individuals:
 - Tiffany Antol
 - Alaxandra Pucciarelli
- Public comments provided by;
 - Tyler Dunham

Moved by Christine Sheehy, seconded by Ian Sharp to approve, in accordance with the findings in this report, and to recommend to the City Council approval of Zoning Code Text Amendment PZ-25-00027 -- Middle Housing Version #1, including the addition of a disclaimer regarding CC&R's.

Vote: 6 - 0 - Unanimously

6. MISCELLANEOUS ITEMS TO/FROM COMMISSION MEMBERS

- None

7. ADJOURNMENT

- The meeting was adjourned at 6:01 p.m.

SIGNATURE LINE

CHAIRPERSON