

Lone Tree Ranch – 900 East Pine Knoll Drive

Neighborhood Meeting Plan

I. Introduction

This Neighborhood Meeting Plan is included with the Direct-to-Ordinance Zoning Map Amendment Application (the “Application”) submitted by Lincoln Avenue Communities (“LAC”) to facilitate development of a 168-unit affordable multifamily residential project (the “Project” or “Lone Tree Ranch”). LAC proposes to develop the Project on approximately 8.49 acres located at the northeast corner of Lone Tree Road & Pine Knoll Drive, also known as Coconino County Assessor’s APNs 104-14-003G, -003H, and -003J (collectively, the “Property”). The Property is shown in teal on the [Aerial Map](#), below.



The purpose of this Neighborhood Meeting Plan is to facilitate early and effective citizen participation with the Flagstaff Community. LAC is committed to providing nearby residents, property owners, and all other stakeholders with an adequate opportunity to learn about the Application. And LAC believes that ongoing dialogue with Flagstaff residents and property owners will ultimately result in delivery of the best possible version of the Project.

II. Neighborhood Meetings

In conformance with §§ 10-20.50.040.B and 10-20.30.060 of the Flagstaff Zoning Code, LAC will hold the required number of neighborhood meetings prior to appearing before the City’s Planning and Zoning Commission. The date, time, and location of each meeting will be determined through coordination with City Staff, and each meeting will include a presentation about the Project followed by a question-and-answer session. All meetings will be either hybrid or virtual-only.

III. Neighborhood Meeting Notification

Neighborhood meeting notification letters will be sent via first-class mail to (1) the record owners of property within 300 feet of the Property; (2) all homeowners' associations within 1,000 feet of the Property; and (3) all persons and groups on the City's Registry of Interested Persons or Groups (maintained by the City in accordance with Flagstaff Zoning Code § 10-20.30.080.C). A list of record owners of property within 300 feet of the Property is enclosed with the Application as **Attachment I.9.A**.

The letters will be mailed at least fifteen calendar days before the date of the neighborhood meeting. They will contain, at a minimum, the following information:

- The date, time, location, and purpose of the meeting.
- A general description of the substance of the Application.
- The location of the Property.
- Contact information for LAC's representatives and City Staff.
- Parking/login information for attendees (as applicable).

A proposed draft of the neighborhood meeting notification letter is enclosed with the Application as **Attachment I.9.B**. Applicant will provide City Staff with the above information, which the City may then post on its website.

Applicants will also install a notification sign on the Property that is clearly visible from Milton. The sign will be at least four feet by four feet in area, and will list the purpose, time, date, and place of the neighborhood meetings. The sign will contain copies of the meeting notice that members of the public may take and will be installed at least ten days before the meeting takes place. A proposed draft of the meeting notification sign is enclosed with the Application as **Attachment I.9.C**.

IV. Opportunities for Input

Interested parties may provide input during the neighborhood meetings. They may also call or email LAC's representatives: Lindsay Schube, of Gammage & Burnham PLC at 602.256.4471 or at lschube@gblaw.com. This contact information will also be provided on all neighborhood meeting notification materials.

V. Meeting Records

Applicants will prepare a Citizen Participation Report after the citizen review process is completed. This report will include:

- Certification that the meeting was noticed and conducted in compliance with requirements of § 10-20.30.060.
- Dates and locations of neighborhood meetings.
- Copies of letters, notices, newsletters and other correspondence, including dates and numbers of mailings or deliveries.
- A photograph of the notification sign discussed earlier in this plan.
- A copy of the mailing list, and a summary of where residents, property owners, and potentially affected citizens receiving notices, newsletters, or other written materials were located.
- The number and names of people that participated in the process based on the sign-in sheet for the meeting.
- A summary of concerns, issues and problems expressed during the neighborhood meeting and Applicants' response to the comments received at the public meeting.

The Applicant will also send a summary of the citizen participation process, via email or first-class mail, to neighborhood meeting attendees who provide their name and contact information.

VI. Communication with City Staff

LAC is committed to keeping City Staff updated on the status of neighborhood meetings and will provide the City with copies of all meeting records (described above). Any written public comments received by the Applicant will be included in the Citizen Participation Report and provided to the City. And, of course, City Staff is encouraged to attend neighborhood meetings to discuss the Project.

VII. Public Hearing Notification

LAC will notice all public hearings in accordance with § 10-20.30.080 of the Flagstaff Zoning Code.

VII. Tentative Schedule

First Application Submittal	September 16, 2025
Second Application Submittal	October 30, 2025
Neighborhood Meeting 1	November 17, 2025
Neighborhood Meeting 2 (if not waived)	TBD
Planning & Zoning Commission	TBD

APN	OWNERNAME	OWNERADDRESS
10325005	FLAGSTAFF UNIFIED SCHOOL DISTRICT 1	3285 E SPARROW AVE FLAGSTAFF, AZ 86004
10410028	HAZEL HOLDINGS LLC	2109 N 4TH ST NO 3 FLAGSTAFF, AZ 86004
10410029	MOSS JED DAVID	33 S PASEO DEL FLAG FLAGSTAFF, AZ 86001
10410030	PASTRICK JULIE M	8272 SLAYTON RANCH RD FLAGSTAFF, AZ 86004
10410031	LEMKE PATRICIA	140 MONTEZUMA PL DURANGO, CO 81301
10410032	LUPO JOHN A & SUSAN MARIE	808 W MURRAY RD FLAGSTAFF, AZ 86001
10410033	CHAVEZ JOSE T & LILLIAN M	13 S PASEO DEL FLAG FLAGSTAFF, AZ 86001
10410034	LUPO JOHN A & SUSAN MARIE	808 W MURRAY RD FLAGSTAFF, AZ 86001
10410035	ROMAS GG & J LIVING TRUST DTD 03-18-04	1442 W BAHIA CT GILBERT, AZ 85233
10410036	VALENZUELA DIANE RENEE NELSON	5372 N POMONA AVE TUCSON, AZ 85704
10410039	ROUSSETT JAIME	29348 BROKEN ARROW WAY MURRIETA, CA 92563
10410059	LI ZHONG H REVOCABLE TRUST DTD 06-28-07	1349 CAMINO PABLO MORAGA, CA 94556
10410060	CHURCHILL FAMILY REVOCABLE TRUST DTD 07-30-03	3805 E IVYGLEN ST MESA, AZ 85205
10410061	HELVETIA LLC	506 E CHARLES RD FLAGSTAFF, AZ 86001
10417177	RIO HOMES HOA	2389 S CLIFFVIEW ST FLAGSTAFF, AZ 86001
10417207	RP40 LLC	5330 S CASSANDRA BLVD FLAGSTAFF, AZ 86005
10417208	RP40 LLC	5330 S CASSANDRA BLVD FLAGSTAFF, AZ 86005
10417209	RP40 LLC	5330 S CASSANDRA BLVD FLAGSTAFF, AZ 86005
10417210	RP40 LLC	5330 S CASSANDRA BLVD FLAGSTAFF, AZ 86005
10417212	RP40 LLC	5330 S CASSANDRA BLVD FLAGSTAFF, AZ 86005
10417214	RP40 LLC	5330 S CASSANDRA BLVD FLAGSTAFF, AZ 86005
10318004C	FLAGSTAFF CITY OF	211 W ASPEN AVE FLAGSTAFF, AZ 86001
10318004D	ARIZONA BOARD OF REGENTS FOR NORTHERN ARIZONA UNIVERSITY	PO BOX 4092 FLAGSTAFF, AZ 86011
10318007A	FLAGSTAFF UNIFIED SCHOOL DISTRICT 1	3285 E SPARROW AVE FLAGSTAFF, AZ 86004
10325004B	FLAGSTAFF CITY OF	211 W ASPEN AVE FLAGSTAFF, AZ 86001
10325004C	ARIZONA BOARD OF REGENTS FOR NORTHERN ARIZONA UNIVERSITY	PO BOX 4092 FLAGSTAFF, AZ 86011
10408011A	FLAGSTAFF CITY OF	211 W ASPEN AVE FLAGSTAFF, AZ 86001
10410037B	BERMAN SUZANNE ELIZABETH FAMILY TRUST DTD 04-03-01	2800 N PEBBLE BEACH DR FLAGSTAFF, AZ 86004
10414003F	CLEAR CREEK VILLAGE APARTMENTS LLC	8427 N MILLBROOK NO 110 FRESNO, CA 93720
10414003G	CONSOLIDATED INVESTMENT CO INC	203 N LASALLE ST NO 2100 CHICAGO, IL 60601
10414003H	CONSOLIDATED INVESTMENT CO INC	203 N LASALLE ST NO 2100 CHICAGO, IL 60601
10414003J	CONSOLIDATED INVESTMENT CO INC	203 N LASALLE ST NO 2100 CHICAGO, IL 60601

10414003M	CLEAR CREEK VILLAGE APARTMENTS LLC	8427 N MILLBROOK NO 110 FRESNO, CA 93720
10414003N	RRIM 003N HOLDING LLC	8427 N MILLBROOK AVE NO 110 FRESNO, CA 93720
10414003R	RIDGE AT CLEAR CREEK APARTMENTS LLC	8427 N MILLBROOK NO 110 FRESNO, CA 93720
10410062	SCHROEDER KURT	1950 N CRECENT DR, FLAGSTAFF AZ 86001
10410027	DUIS JENNIFER	39 S PASEO DEL FLAG FLAGSTAFF, AZ 86001

<p>LUPO JOHN A & SUSAN MARIE 808 W MURRAY RD FLAGSTAFF AZ 86001</p>	<p>PADILLA LELIS C & ALICE M JT 7 PINE CIR FLAGSTAFF AZ 86001</p>	<p>NENE TRUST DTD 05-08-19 2148 N TALKINGTON DR FLAGSTAFF AZ 86001</p>	<p>MILLER BRADLEY G 16203 HAZY PINES CT HOUSTON TX 77059</p>
<p>COLA ANTHONY III 26 E RIDGECREST DR FLAGSTAFF AZ 86001</p>	<p>KUCHARSKI KATHRYN P 315 W ALMERIA RD PHOENIX AZ 85003</p>	<p>HAZEL HOLDINGS LLC 2109 N 4TH ST NO 3 FLAGSTAFF AZ 86004</p>	<p>BLASING & FRYE FAMILY TRUST DTD 03-06-23 12365 DUTCHMAN DR FLAGSTAFF AZ 86004</p>
<p>GALLOWAY GREG & MICHELLE 22 E RIDGECREST DR FLAGSTAFF AZ 86001</p>	<p>EAST WOODLAND LLC 1400 E SOUTHERN AVE NO 1020 TEMPE AZ 85282</p>	<p>CASTLE ON THE KNOLL LLC PO BOX 23595 FLAGSTAFF AZ 86002</p>	<p>MCCLINTON JAMES SR 26 S PINE CIR FLAGSTAFF AZ 86001</p>
<p>WOLFF GR INTERVIVOS TRUST DTD 05-01-87 2635 FARWELL AVE LOS ANGELES CA 90039</p>	<p>BRINKMAN ERIN ELAINE TRUST DTD 10-02-19 307 E WOODLAND DR FLAGSTAFF AZ 86001</p>	<p>HERNANDEZ JESUS & ERNESTINE 402 E WOODLAND DR FLAGSTAFF AZ 86001</p>	<p>WOODARD PROPERTIES LLC 1045 W LAVA LN FLAGSTAFF AZ 86001</p>
<p>FISHELL FAMILY TRUST DTD 06-01-12 3190 LAS FALDAS DR FULLERTON CA 92835</p>	<p>STEADMAN KATHY 11418 E HELM DR SCOTTSDALE AZ 85255</p>	<p>DELEON SANTIAGO J 414 E WOODLAND DR FLAGSTAFF AZ 86001</p>	<p>IRVING CORINE R PO BOX 1163 FLAGSTAFF AZ 86002</p>
<p>INTHETREES LLC 2722 N STAPLEY DR MESA AZ 85203</p>	<p>BENTON JOHNNIE B 781 36TH AVE SAN FRANCISCO CA 94121</p>	<p>MAGANA LISA MARIE 410 E WOODLAND DR FLAGSTAFF AZ 86001</p>	<p>ROBERTSON JOSIAH JR 7837 N ROUNDSTONE DR TUCSON AZ 85741</p>
<p>ROBERSON LORI A 16864 W LAS PALMARITAS DR WADDELL AZ 85355</p>	<p>MILLHOUSE PROPERTIES LLC 16203 HAZY PINES CT HOUSTON TX 77059</p>	<p>BALL RANDAL & LAURA 3602 N GRANDVIEW DR FLAGSTAFF AZ 86004</p>	<p>LI ZHONG H REVOCABLE TRUST DTD 06-28-07 1349 CAMINO PABLO MORAGA CA 94556</p>
<p>SALBERG JULIAN P & YONA TRUST DTD 04-30-90 PO BOX 578 CORNVILLE AZ 86325</p>	<p>BELLMORE KRISTINE 160 S PASEO DEL FLAG FLAGSTAFF AZ 86001</p>	<p>FLAGSTAFF PEAK LLC 495 S RIVER RUN RD NO 100 FLAGSTAFF AZ 86001</p>	<p>CHURCHILL FAMILY REVOCABLE TRUST DTD 07-30-03 3805 E IVYGLLEN ST MESA AZ 85205</p>
<p>FLAGSTAFF CITY OF 211 W ASPEN AVE FLAGSTAFF AZ 86001</p>	<p>HOLTZ RYAN PO BOX 22361 FLAGSTAFF AZ 86002</p>	<p>PATEL SEJAL PARSHOTTAM 16122 NELSON ST WESTMINSTER CA 92683</p>	<p>PASTRICK JULIE M 8272 SLAYTON RANCH RD FLAGSTAFF AZ 86004</p>
<p>LOZANO DAVID S & PATRICIA 2780 W DARLEEN DR FLAGSTAFF AZ 86001</p>	<p>PINEGROVE RENTALS LLC 9510 SW MOUNTAIN VIEW LN TIGARD OR 97224</p>	<p>LEWIS MARK ANTHONY & EMILY MARIE 148 S PASEO DEL FLAG FLAGSTAFF AZ 86001</p>	<p>WAVERTREE LLC 51 S MARICOPA ST NO 1201C FLAGSTAFF AZ 86004</p>
<p>GARCIA PAMELA J 154 S PASEO DEL FLAG FLAGSTAFF AZ 86001</p>	<p>SONIER ABIGAIL BENEFICIARY TRUST CU SONIER LIVING T... 3185 DEADWOOD DR MICHAVE VALLEY AZ 86440</p>	<p>NIETO MARTHA 107 PASEO DEL FLAG FLAGSTAFF AZ 86001</p>	<p>MCCAUL BRAD 855 E DAVID DR FLAGSTAFF AZ 86001</p>
<p>HAIGHT MATTHEW 14736 N 147TH LN SURPRISE AZ 85379</p>	<p>STUMP RONALD E 7075 N HWY 89 FLAGSTAFF AZ 86004</p>	<p>SCHWALENSTOCKER JULIA W & GEORGE 908 W COCONINO AVE FLAGSTAFF AZ 86001</p>	<p>CONSTANTINO ALMA J ESTRADA 23 S PINEGROVE RD FLAGSTAFF AZ 86001</p>
<p>WITT DUANE I & REBECCA E 1680 W UNIVERSITY HEIGHTS DR N FLAGSTAFF AZ 86005</p>	<p>MCDAUDERMAN REVOCABLE TRUST DTD 07-11-22 118 S PASEO DEL FLAG FLAGSTAFF AZ 86001</p>	<p>HELVETIA LLC 506 E CHARLES RD FLAGSTAFF AZ 86001</p>	<p>ROHR FAMILY TRUST DTD 03-27-24 783 N FOREST VIEW DR FLAGSTAFF AZ 86001</p>
<p>BRANCH MELISSA S REVOCABLE LIVING TRUST DTD 10-19-... 1810 E 2ND PL MESA AZ 85203</p>	<p>IN THE TREES LLC 2722 N STAPLEY DR MESA AZ 85203</p>	<p>ROMAS GG & J LIVING TRUST DTD 03-18-04 1442 W BAHIA CT GILBERT AZ 85233</p>	<p>KISH FAMILY LIVING TRUST DTD 02-07-06 1584 EARL AVE SIMI VALLEY CA 93065</p>
<p>HAIGHT MATTHEW ROBERT ALEXANDER 14736 N 147TH LN SURPRISE AZ 85379</p>	<p>MILLER BRADLEY G & THERESA C 16203 HAZY PINES CT HOUSTON TX 77059</p>	<p>MOSS JED DAVID 33 S PASEO DEL FLAG FLAGSTAFF AZ 86001</p>	<p>SPEER MICHAEL & EMILY LYDIA 128 S PASEO DEL FLAG FLAGSTAFF AZ 86001</p>

URBAN RENEWAL TRUST 08222020 DTD 08-01-20
216 N HUMPHREYS ST
FLAGSTAFF
AZ
86001

AVILA ORLANDO
124 S PASEO DEL FLAG
FLAGSTAFF
AZ
86001

SALBERG JULIAN P & YONA
PO BOX 578
CORNVILLE
AZ
86325

BAIN GEORGE W & REUKEMA JANE T TRUST DTD 08-01-24
145 E ASTRO LN
FLAGSTAFF
AZ
86001

PARRA TOMAS & ZALDIVAR ROSA M
17 E RIDGECREST DR
FLAGSTAFF
AZ
86001

FRUMHOFF ROBERT
13 E RIDGECREST DR
FLAGSTAFF
AZ
86001

MARTINEZ MAX
9 RIDGECREST DR
FLAGSTAFF
AZ
86001

SMITH BELINDA
5 E RIDGECREST DR
FLAGSTAFF
AZ
86001

GLOTFELTY-JONES FAMILY TRUST DTD 05-14-08
10001 N 34TH PL
PHOENIX
AZ
85028

MORRISON CAYSON
59 S PASEO DEL FLAG
FLAGSTAFF
AZ
86001

SPRINGHILL BAPTIST CHURCH
624 S O'LEARY ST
FLAGSTAFF
AZ
86001

ULIBARRI PETE & MARY C
6580 W DANA DR
TUCSON
AZ
85735

ELAM FAMILY LIVING TRUST DTD 01-20-20
47 S PASEO DEL FLAG
FLAGSTAFF
AZ
86001

BELLE PROPERTIES LLC
2016 S ARROWHEAD LN
COTTONWOOD
AZ
86326

BENKO ERIK JOHN & NICOLE
46 S PINEGROVE RD
FLAGSTAFF
AZ
86001

THOMPSON RENTALS LLC
PO BOX 2782
FLAGSTAFF
AZ
86003

MCDOWELL MEGHAN GILBERT
43 S PASEO DEL FLAG
FLAGSTAFF
AZ
86001

SHADDY LARRY DEAN & STACEY L
216 N MOGOLLON ST
FLAGSTAFF
AZ
86001

DUIJ JENNIFER
39 S PASEO DEL FLAG
FLAGSTAFF
AZ
86001

SCHROEDER KURT
1950 N CRESCENT DR
FLAGSTAFF
AZ
86001

ROUSSETT JAIME
29348 BROKEN ARROW WAY
MURRIETA
CA
92563

BERMAN SUZANNE ELIZABETH FAMILY TRUST DTD 04-03-0...
2800 N PEBBLE BEACH DR
FLAGSTAFF
AZ
86004

BERMAN DANIEL D SURVIVORS TRUST DTD 04-03-01
2800 N PEBBLE BEACH DR
FLAGSTAFF
AZ
86004

VILLAS OLIVIA
29 E RIDGECREST DR
FLAGSTAFF
AZ
86001

RIDGECREST HALE LLC
3225 MCLEOD DR NO 777
LAS VEGAS
NV
89121

KISKADDON HOLLY A TRUST DTD 05-25-21
15107 N 100TH PL
SCOTTSDALE
AZ
85260

CAUVIN JOHN ROBERT H LIVING TRUST DTD 09-14-21
PO BOX 2174
CAREFREE
AZ
85377

VANNATTA PAUL R TRUST AGREEMENT DTD 11/24/99
3065 E PLACITA ALDEA LINDA
TUCSON
AZ
85716

LLOYD KEITH W
417 E WOODLAND DR
FLAGSTAFF
AZ
86001

PATTIE LISA D & NICHOLAS
20412 W HESS AVE
BUCKEYE
AZ
85326

COCKING JEFFERY D & JILL
433 E WOODLAND DR
FLAGSTAFF
AZ
86001

LEE JEFFREY P & ANGEL J
441 E WOODLAND DR
FLAGSTAFF
AZ
86001

HOPSON SAMANTHA M
2377 W MISSION TIMBER CIR
FLAGSTAFF
AZ
86001

LEMKE PATRICIA
140 MONTEZUMA PL
DURANGO
CO
81301

ARIZONA BOARD OF REGENTS FOR NORTHERN ARIZONA ...
PO BOX 4092
FLAGSTAFF
AZ
86011

CONSOLIDATED INVESTMENT CO INC
203 N LASALLE ST NO 2100
CHICAGO
IL
60601

CHAVEZ JOSE T & LILLIAN M
13 S PASEO DEL FLAG
FLAGSTAFF
AZ
86001

VALENZUELA DIANE RENEE NELSON
5372 N POMONA AVE
TUCSON
AZ
85704

FLAGSTAFF UNIFIED SCHOOL DISTRICT 1
3285 E SPARROW AVE
FLAGSTAFF
AZ
86004

CLEAR CREEK VILLAGE APARTMENTS LLC
8427 N MILLBROOK NO 110
FRESNO
CA
93720

RIDGE AT CLEAR CREEK APARTMENTS LLC
8427 N MILLBROOK NO 110
FRESNO
CA
93720

RRIM 003N HOLDING LLC
8427 N MILLBROOK AVE NO 110
FRESNO
CA
93720

FISCHER FAMILY TRUST DTD 01-27-22
12314 N 72ND AVE
PEORIA
AZ
85381

WYATT PHILIP CHARLES
1345 S MARICOPA ST
FLAGSTAFF
AZ
86001

MPC TRUST DTD 06-25-02
1313 S MARICOPA ST
FLAGSTAFF
AZ
86001

VUKASINOVICH TIFFANY REVOCABLE TRUST DTD 10-11-21
12138 RANCH BERNARDO RD
SAN DIEGO
CA
92128

URIG FAMILY TRUST DTD 12-27-04
2934 E ELM ST
PHOENIX
AZ
85016

HEINZE CARL R & KATHERINE A
3952 E BART ST
GILBERT
AZ
85295

HORN CASEY & GRETA
2725 WILD RIVER DR
ROSEBURG
OR
97470

QUINTANA JOSHUA KYLE & JACQUELINE COPP
1361 S MARICOPA ST
FLAGSTAFF
AZ
86001

LAUDICK TERRANCE J & LANA K
1297 S MARICOPA ST
FLAGSTAFF
AZ
86001

CARNICOM JAMES TK & MELODY D
18612 W SWEET ACACIA DR
GOODYEAR
AZ
85338

CDH TRUST DTD 04-27-20
6752 E OCUPADO DR
CAVE CREEK
AZ
85331

PEREZ ROBERTO L & MARY M
7011 S STAR DR
GILBERT
AZ
85298

HEYNSSENS JULIE B
1344 S MARICOPA ST
FLAGSTAFF
AZ
86001

GEHRKE SCOTT W
4841 E HEARN RD
SCOTTSDALE
AZ
85254

MASON LEWIS
1328 S MARICOPA ST
FLAGSTAFF
AZ
86001

DONIS PAUL A & KAROLINA M TRUST DTD 06-07-10
5839 E WILSHIRE DR
SCOTTSDALE
AZ
85257

MARISON TRUST DTD 12-28-18
8528 N 16TH PL
PHOENIX
AZ
85020

MOCKINGBIRD GROUP LLC
6632 N 66TH PL
PARADISE VALLEY
AZ
85253

MONTANO URSULA LIVING TRUST DTD 07-15-25
1288 S MARICOPA ST
FLAGSTAFF
AZ
86001

PINE KNOLL VILLAGE COMMUNITY ASSOC
PO BOX 10000
PRESCOTT
AZ
86304

MCMICHAEL LINDA J & RICHARD D
1352 S MARICOPA ST
FLAGSTAFF
AZ
86001

RP40 LLC
5330 S CASSANDRA BLVD
FLAGSTAFF
AZ
86005

S & A FAMILY TRUST DTD 12-31-07
17145 E RAND DR
FOUNTAIN HILLS
AZ
85268

HILL BRYCE
1171 E DOGWOOD LN
FLAGSTAFF
AZ
86001

MILLER SEAN P
1225 S MARICOPA ST
FLAGSTAFF
AZ
86001

GOEBEL RICK & TERRI FAMILY TRUST DTD 07-19-18
4549 E ENCANTO ST
MESA
AZ
85205

ALLEN GLENN A & JULIE
1337 E LUDLOW DR
PHOENIX
AZ
85022

TAGER SURVIVORS TRUST DTD 02-13-97
11002 N 62ND ST
SCOTTSDALE
AZ
85254

GONSHAK LARRY & JUDI
1118 E DOGWOOD LN
FLAGSTAFF
AZ
86001

TSINGINE GLENN W & CANDACE A
1182 E DOGWOOD LN
FLAGSTAFF
AZ
86001

SHIVERS TRAVIS & LAURA
437 W VERDE LN
TEMPE
AZ
85284

DARLING SUSAN E TRUST DTD 03-27-24
2128 E 2ND ST
TUCSON
AZ
85719

TROUARD THEODORE P & MARGARET E
2026 E KLEINDALE RD
TUCSON
AZ
85719

DPC TRUST DTD 01-03-03
4518 E ROBIN LN
PHOENIX
AZ
85050

RIO HOMES HOA
2389 S CLIFFVIEW ST
FLAGSTAFF
AZ
86001

Lone Tree Ranch- 900 East Pine Knoll Neighborhood Meeting Record of Proceedings

I. Project Description

This Record of Proceedings is included with the Direct-to-Ordinance Zoning Map Amendment Application No. PZ-24-00224-04 (the "Application") submitted by Lincoln Avenue Communities ("LAC") to facilitate development of a 168-unit affordable multifamily residential project (the "Project" or "Lone Tree Ranch"). LAC proposes to develop the Project on approximately 8.51 acres located at the northeast corner of Lone Tree Road & Pine Knoll Drive, also known as Coconino County Assessor's APNs 104-14-003G, -003H, and -003J (collectively, the "Property"). The Property is shown in teal on the Aerial Map, below.



The purpose of this Record of Proceedings is to certify that a neighborhood meeting was noticed and conducted under as required under Flagstaff Code § 10-20.30.060, and to document LAC's public outreach about the Application.

II. Public Involvement Techniques

In accordance with § 10-20.30.060.A of the Zoning Code, LAC held a neighborhood meeting on November 17, 2025. The meeting was held virtually.

A. November 17, 2025 Meeting

The meeting opened with a presentation about the Project, followed by a question/answer with citizens, property owners, and stakeholders. Questions were also received by presenters throughout

the meeting, allowing LAC to directly address issues as quickly as possible. A list of attendees may be found below.

First Initial	Last Name	Join Time	Leave Time
D.	Rosenbaum	11/17/2025 17:31	11/17/2025 17:58
C.	Henderson	11/17/2025 17:30	11/17/2025 17:58
D.	Coleman	11/17/2025 17:43	11/17/2025 17:54
D.	Arvanites	11/17/2025 17:30	11/17/2025 17:56
M.	Klein*	11/17/2025 17:30	11/17/2025 17:58
J.	Graziano	Registered but did not attend	
L.	Stone	Registered but did not attend	
*Mr. Klein is a member of the Project’s Development Team			

Notification letters for this meeting were sent on October 27, 2025 via first class mail to each real property owner within a 300-foot radius of the Property and all property owners’/homeowners’ association within a 1000-foot radius of the Property, and any individuals, groups, etc. on the City’s “Registry of Persons and Groups” as provided by the City, and City Staff (collectively, “Affected Parties”). No letters were returned as undeliverable. A list of the Affected Parties and a draft of this letter were previously submitted to the City as part of the Neighborhood Meeting Plan included with the Application. An affidavit attesting to this mailing was submitted to the City via email on October 31, 2025.

In addition to the notification letters, a four-by-four-foot sign was posted at the intersection of Lone Tree Road & Pine Knoll Drive. This sign was posted in a location that is visible from the public right-of-way and listed the purpose, time, date, and URL/QR code of the neighborhood meeting. A copy of this sign, as well as an affidavit attesting to its posting were submitted to the City via email on October 31, 2025.

In addition to the neighborhood meeting, LAC engaged with two voicemails and one email regarding the Application. One voicemail inquired about Project information, while the other voicemail and email asked for additional details about the neighborhood meeting. All messages were responded to and each maintained neutral tones without expressing any concerns or issues.

III. Summary of Concerns and Issues

A. November 17, 2025 Meeting

The tone of the neighborhood meeting was positive and informative. The meeting took slightly under thirty (30) minutes, and only four (4) questions were presented, none of which raised substantive issues. Each question was addressed live.

The following list summarizes the questions posed during the meeting, along with LAC’s responses.

1. Preservation of Woods on the Property
 - a. The Project will comply with all forest preservation requirements.
2. Operation of the Development after Construction

- a. The developer is obligated to operate the development for at least fifteen (15) years under federal rules, and LAC is genuinely invested in successfully integrating this planned community into the greater Flagstaff community.
3. Location of Access Points for the Property
 - a. Two entrance and exit points would be located on Pine Knoll Drive.
4. Measures to Ensure Units are Rented to Working Members of the Community (Rather than, say, Students)
 - a. LAC shared about the existing restrictions on renting LIHTC apartments to students and also highlighted opportunities to partner with local institutions, such as fire stations and schools, to ensure that Flagstaff's frontline workers would be included in the Lone Tree Ranch community.

B. Waiver of Second Neighborhood Meeting

Because the questions asked in the November 17, 2025 neighborhood meeting were informational in nature, as opposed to raising substantive issues or expressing concerns, and because the public participation was minimal, City staff granted a waiver of the requirement to conduct a second neighborhood meeting pursuant to Flagstaff Zoning Code § 10-20.30.060.G.

IV. Conclusion


In summary, the tone of the neighborhood meeting was positive and informative. LAC looks forward to continuing to work with the City to serve the Flagstaff community with the proposed Project.

Affidavit of Notifications to Affected Property Owners

Case Number: PZ-24-00224-04
Project Name: Lone Tree Ranch (Pine Knoll Multi-family)
Applicant Name: Lincoln Avenue Communities
Location: 900 E Pine Knoll

In order to assist in providing adequate notice to interested parties the applicant for a Zoning Map Amendment in the City of Flagstaff shall hold a neighborhood meeting and notify affected property owners as prescribed by Section 10-20.30.080 of the City of Flagstaff Zoning Code. **It shall be the responsibility of the applicant to establish a list of the names and addresses of persons who require notification of a public hearing as established in Sections 10-20.30.060.A, 10-20.30.060.B, and 10-20.30.060.C of the Zoning Code, and mail a notice of required public hearing via first class mail to each of the persons on the list referenced above no later than 15 days prior to the neighborhood meeting date.**

I confirm that the neighborhood meeting notifications were mailed as detailed in Section 10-20.30.080 of the City of Flagstaff Zoning Code at least fifteen (15) days prior to the public hearing.

Applicant's/Representative's Signature: 

SUBSCRIBED AND SWORN before me this 31 day of October, 2025 by:


Notary Public

My Commission Expires:
8-23-2028



Affidavit of Sign Posting

Case Number: PZ-24-00224-04

Project Name: Lone Tree Ranch (Pine Knoll Multi-family)

Applicant Name: Lincoln Avenue Communities

Location: 900 E Pine Knoll

In order to assist in providing adequate notice to interested parties the applicant for a Zoning Map Amendment in the City of Flagstaff shall hold a neighborhood meeting and post a notification sign as prescribed by Section 10-20.30.080 of the City of Flagstaff Zoning Code. **It shall be the responsibility of the applicant to erect and to maintain the sign on the subject property 15 days prior to the meeting and to update the meeting information on the sign until final disposition of the case. It shall also be the responsibility of the applicant to remove the sign within seven (7) days after the final disposition of the case.**

I confirm that the site has been posted as detailed in Section 10-20.30.080 of the Zoning Code as well as the Public Hearing Notice Sign Specifications included in this application for the case above, and that the site was posted at least fifteen (15) days prior to the neighborhood meeting.

See attached date stamped photo exhibit of posted signs.

Applicant's/Representative's Signature: [Signature]

SUBSCRIBED AND SWORN before me this 31 day of October, 2025 by:

[Signature]
Notary Public

8.23.2029
My Commission Expires:



