



Mill Town
SWC of Milton and University

**Direct to Zoning Ordinance Map
Amendment**

PZ-24-00162-03

Record of Proceedings

Submitted: September 18, 2025

1. INTRODUCTION

In accordance with Section 10-20.30.060.F of the Zoning Code, Toll Bros and Vintage Partners (collectively “Applicants”) are submitting this Record of Proceedings related to the proposed development of the approximate 12.29 acres of property assigned Coconino County Assessor’s APNs 103-21-024, -025, -026, and -027 (collectively, the “Property”)

2. NEIGHBORHOOD MEETING

In accordance with Section 10-20.30.060.A the Applicant held one (1) neighborhood meeting on 8/19/2025 at 5:30 p.m.

Neighborhood Meeting Notification. On August 4, 2025 a notice of the neighborhood meeting was mailed by first class to properties within 900-feet. See **Tab A**.

Site Posting Notification. On August 4, 2025 the site was posted with a sign containing all information required by Flagstaff City Code. See **Tab B**.

First Neighborhood Meeting Summary The first neighborhood meeting was held 8/19/2025 at 5:30 p.m. The meeting was held via the Zoom virtual meeting platform. The meeting consisted of an overview of the meeting procedures and instructions for asking questions, a formal presentation, and concluded with questions & answers and comments. The Development Team provided a formal presentation, which included presentation of an aerial map, site plan, perspective renderings, building elevations, landscaping, and public civic space area, an overview of the applications and requests, conformance with the Regional Plan, as well as discussion regarding the project’s response to the City’s Climate Action & Adaptation Plan and the City’s Housing Crisis.

1 member of the public registered for the meeting and 1 member of the public attended the meeting. Two comments were received outside of the meeting. Both were responded to. See **Tab C** — First Virtual Neighborhood Meeting Attendee List.

TAB A

First Neighborhood Meeting Notification Letter

Mailing List

Neighborhood Meeting Certification

GAMMAGE & BURNHAM, PLC

ATTORNEYS AT LAW

40 NORTH CENTRAL AVENUE

20TH FLOOR

PHOENIX, ARIZONA 85004

TELEPHONE (602) 256-0566
FACSIMILE (602) 256-4475

LINDSAY C. SCHUBE
lschube@gblaw.com

WRITER'S DIRECT LINE
(602) 256-256-4471

August 4, 2025

Notice of Neighborhood Meeting

Dear Property Owner or Interested Party:

We represent Toll Bros and Vintage Partners (collectively “Applicants”) regarding the approximate 13 acres located at the southwest corner of Milton Road and University Avenue (“Property”). The Property is zoned Highway Commercial—Resource Protection Overlay Zone (HR—RPO), which allows by-right residential and commercial uses. The City Council previously approved the Property for a mixed-use development comprised of residential and neighborhood serving commercial, restaurant, and/or personal services, which we are not changing. We are simply proposing an amendment to the stipulated Site Plan (application no. PZ-24-00162003). This application does not change the zoning, permitted uses, or development standards (e.g., building height, density, setbacks, etc.).

You are receiving this letter because Coconino County Assessor records show that you own property within 900 feet of the Property or are listed as a potentially interested party by the City of Flagstaff (“City”). The purpose of this letter is to inform you that we are holding a neighborhood meeting, as follows:

Date/Time: August 19, 2025, at 5:30pm

Location: Online at the following address/QR Code:



https://gblaw.zoom.us/webinar/register/9417539056985/WN_HtxTPla0SEmRkRIib4eKjQ

The City Planner assigned to this case is Mr. Wesley Welch—he can be reached at (928) 213-2608 or wesley.welch@flagstaffaz.gov. You may also contact me at (602) 246-4471 or lschube@gblaw.com with any questions about the neighborhood meeting or the Application. Thank you.

Sincerely,

GAMMAGE & BURNHAM



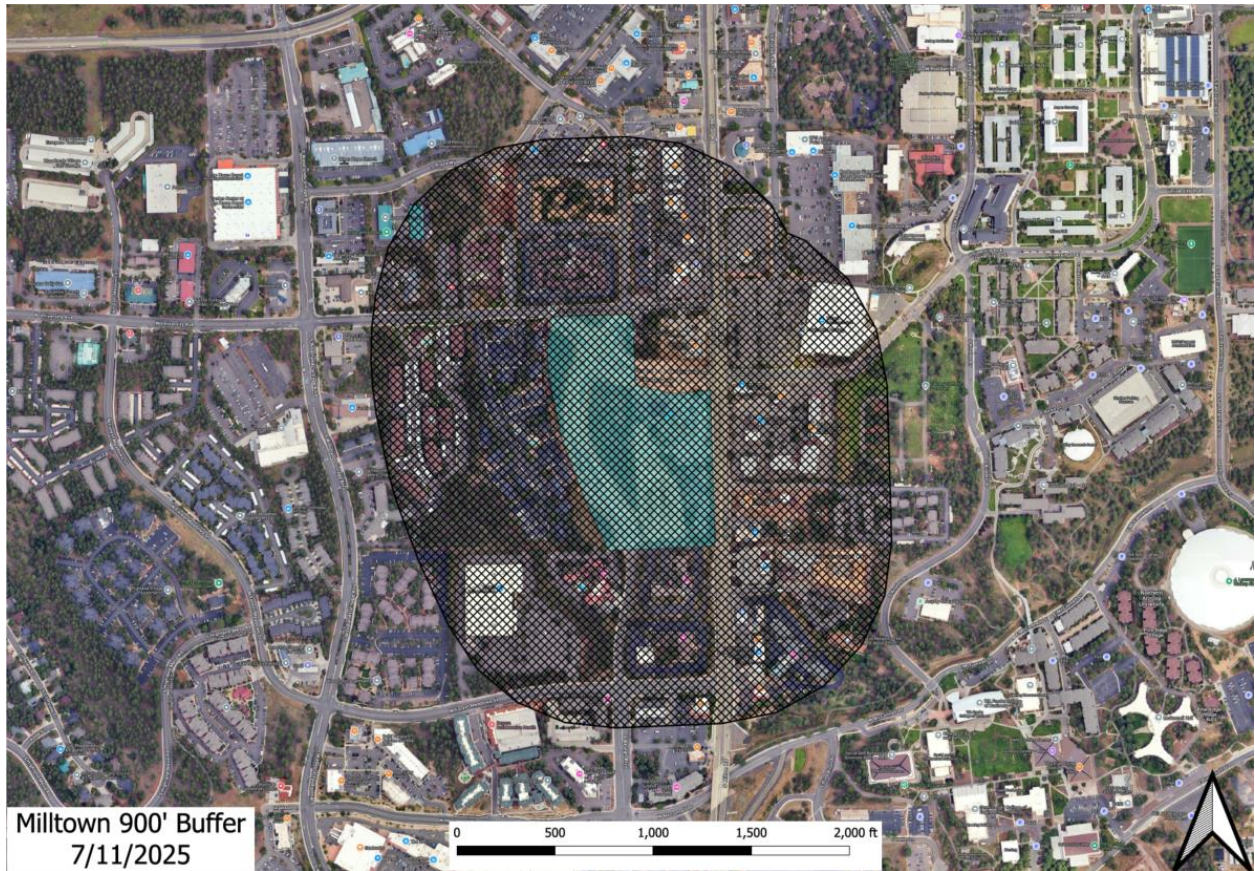
By

Lindsay C. Schube

LCS/SFK/nas

Mill Town

900 ft. Buffer Map



APN	Name	Street Address	City	State	Zip
10320069B	1503 YALE LLC	1503 S YALE ST NO 200	FLAGSTAFF	AZ	86001
10320058C	15222 KIERLAND LLC	4212 CRESTA AVE	SANTA BARBARA	CA	93110
10324009	2120 CAMELBACK LLC	2201 E SAN JUAN AVE	PHOENIX	AZ	85016
10332002B	360 FOREST MEADOWS LLC	4455 E CAMELBACK RD NO A-242	PHOENIX	AZ	85018
10320070	AEC PROPERTIES INC	4950 N WILDROSE TRL	FLAGSTAFF	AZ	86001
10325001D	ARIZONA BOARD OF REGENTS FOR NORTHERN ARIZONA UNIVERSIT	PO BOX 4092	FLAGSTAFF	AZ	86011
10324005R	ARIZONA BOARD OF REGENTS FOR NORTHERN ARIZONA UNIVERSIT	PO BOX 4092	FLAGSTAFF	AZ	86011
11224013A	ARIZONA CENTRAL CREDIT UNION 28007	2020 N CENTRAL AVE NO 200	PHOENIX	AZ	85004
10322007A	ARIZONA DEPARTMENT OF TRANSPORTATION	205 S 17TH AVE NO 612E	PHOENIX	AZ	85007
10320008	BLEEKERS INVESTMENTS LLC	5400 E EMPIRE AVE	FLAGSTAFF	AZ	86004
10321005	BORDEN DANIEL & DIANE	8767 SUNSHINE AVE	FLAGSTAFF	AZ	86004
10320059C	BROOKSIDE LLC	10632 N SCOTTSDALE RD NO B466	SCOTTSDALE	AZ	85254
10324002G	BROWN CHERYL BENEFICIARY TRUST	PO BOX 14134	SCOTTSDALE	AZ	85267
10324005B	BROWN CHERYL BENEFICIARY TRUST	PO BOX 14134	SCOTTSDALE	AZ	85267
10321021B	BURGER KING CO LLC	PO BOX 460189	HOUSTON	TX	77056
10332007	CDC FLAGSTAFF LLC	N56W17000 RIDGEWOOD DR	MENOMONEE FALLS	WI	53051
11224011A	CHABAD OF FLAGSTAFF INC	2098 W TOBOGGAN CT	FLAGSTAFF	AZ	86001
10324005N	CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS CORPORATION	50 E NORTH TEMPLE ST 22ND FLOOR	SALT LAKE CITY	UT	84150
10320058D	COLE FAMILY PARTNERS LP	417 N WC RILES ST NO 2D	FLAGSTAFF	AZ	86001
10322005A	CONSOLIDATED INVESTMENT CO INC	PO BOX 9456	MINNEAPOLIS	MN	55440
10322002A	DIOCESE OF PHOENIX CATHOLIC CEMETERIES & MORTUARIES	2033 N 48TH ST	PHOENIX	AZ	85008
11224020	DOWELL THERESA & ALAN FAMILY TRUST DTD 02-11-05	906 W UNIVERSITY AVE NO B	FLAGSTAFF	AZ	86001
11224021	DOWELL THERESA & ALAN FAMILY TRUST DTD 02-11-05	906 W UNIVERSITY AVE NO B	FLAGSTAFF	AZ	86001
10321004	ELDEN PROPERTIES LLC	PO BOX 3374	FLAGSTAFF	AZ	86003
10321006	ELDEN PROPERTIES LLC	PO BOX 3374	FLAGSTAFF	AZ	86003
10320005	ELDEN PROPERTIES LLC	PO BOX 3374	FLAGSTAFF	AZ	86003
10320006	ELDEN PROPERTIES LLC	PO BOX 3374	FLAGSTAFF	AZ	86003
10320007	ELDEN PROPERTIES LLC	PO BOX 3374	FLAGSTAFF	AZ	86003
11228007	EMERITOL LO FLAGSTAFF LLC	6737 W WAHINGTON AVE NO 1310	MILWAUKEE	WI	53214
10319007A	ERNST TRUST ARIZONA LLC	PO BOX 802206	DALLAS	TX	75380
10322003C	FLAGSTAFF CITY OF	211 W ASPEN AVE	FLAGSTAFF	AZ	86001
11228009A	FLAGSTAFF GROUP LLC	52 HANSENS RD	JELM	WY	82063
10320064B	FLAGSTAFF MEDICAL CENTER INC	PO BOX 1268	FLAGSTAFF	AZ	86002
10322007B	GILES FAMILY LLC				
10322004D	GREENTREE ASSOCIATES LTD	6266 LA SALLE AVE	OAKLAND	CA	94611
10332002A	HAN CORPORATION	350 W FOREST MEADOWS ST	FLAGSTAFF	AZ	86001

11224019	HAVEN FLAGSTAFF REAL ESTATE LLC	3 BAY DR	LAGUNA BEACH	CA	92651
10322004N	HERZBERG BARBARA BLOOME LIVING TRUST DTD 06-17-80	713 N PALM DR	BEVERLY HILLS	CA	90210
10324005M	ITTOIV LLLP	PO BOX 1701	COTTONWOOD	AZ	86326
10324005G	ITTOIV LLLP	PO BOX 1701	COTTONWOOD	AZ	86326
10324003	JACKSONS FOOD STORES INC	3450 E COMMERCIAL CT	MERIDIAN	ID	83642
10324004	JACKSONS FOOD STORES INC	3450 E COMMERCIAL CT	MERIDIAN	ID	83642
10320010	JAMB PROPERTIES OF NORTHERN ARIZONA LLC	3191 E COLD SPRINGS TRL	FLAGSTAFF	AZ	86004
10319001W	LNN ENTERPRISES INC	9 W CHERRY AVE NO A	FLAGSTAFF	AZ	86001
10321022C	LNN ENTERPRISES INC	9 W CHERRY AVE NO A	FLAGSTAFF	AZ	86001
10332005	LODGING DAKOTA B	222 S CORTEZ ST	PRESCOTT	AZ	86303
10320014B	MCDONALDS CORPORATION	3111 N CADEN CT NO 170	FLAGSTAFF	AZ	86004
10320014D	MCDONALDS CORPORATION	3111 N CADEN CT NO 170	FLAGSTAFF	AZ	86004
10324005P	MDL FLAGSTAFF OWNER LLC	461 PARK AVE S FLOOR 4	NEW YORK	NY	10016
10324002N	MDL FLAGSTAFF OWNER LLC	461 PARK AVE S FLOOR 4	NEW YORK	NY	10016
10321003	MGS UNIVERSITY LLC	7117 E RANCHO VISTA DR NO 6003	SCOTTSDALE	AZ	85251
11224010B	MICM PLAZA WAY APARTMENTS PROJECT LP	6400 EL DORADO CIR NO 300C	TUCSON	AZ	85715
11228008B	MOUNTAIN COUNTRY INVESTMENTS LLC	2076 S WOODLANDS VILLAGE BLVD NC	FLAGSTAFF	AZ	86001
11224015	MREG FLAGSTAFF LLC	60 COLUMBUS CIR 20TH FLOOR	NEW YORK	NY	10023
10320068A	PADR NOS FAMILY TRUST DTD 05-04-22	4140 N ZERMATT WAY	FLAGSTAFF	AZ	86004
10320009	PARRA-ATAYDE ADRIAN & LAURA	1845 W SHELLIE DR	FLAGSTAFF	AZ	86001
10320011	PARRA-ATAYDE ADRIAN & LAURA	1845 W SHELLIE DR	FLAGSTAFF	AZ	86001
10320013	PORTER MICHAEL	1776 N SCOTTSDALE RD NO 1931	SCOTTSDALE	AZ	85257
10332008A	SHIVAM FLAGSTAFF LLC	2350 E LUCKY LN	FLAGSTAFF	AZ	86004
10332001	SHREEJI FLAGSTAFF LLC	2005 S MILTON RD	FLAGSTAFF	AZ	86001
11224009	SIDLINGER BRUCE D	1650 S PLAZA WAY	FLAGSTAFF	AZ	86001
11224010A	SIDLINGER BRUCE D	1650 S PLAZA WAY	FLAGSTAFF	AZ	86001
10332006A	SO FREMONT STATION OWNER LLC	PO BOX 11277	CHICAGO	IL	60611
11224022	STARK REAL ESTATE HOLDINGS LLC	906 W UNIVERSITY AVE STE 100	FLAGSTAFF	AZ	86001
10320012	STUMP RONALD E & CHRISTAL A	7609 WHITEWOOD WAY	FLAGSTAFF	AZ	86004
10332003M	SWITZER RIDGE LLC	1024 N SAN FRANCISCO ST NO 103	FLAGSTAFF	AZ	86001
10332003J	SWITZER RIDGE LLC	1024 N SAN FRANCISCO ST NO 103	FLAGSTAFF	AZ	86001
10332003K	SWITZER RIDGE LLC	1024 N SAN FRANCISCO ST NO 103	FLAGSTAFF	AZ	86001
10332003L	SWITZER RIDGE LLC	1024 N SAN FRANCISCO ST NO 103	FLAGSTAFF	AZ	86001
11224012B	UNIVERSITY BUSINESS CENTER LLC	1016 W UNIVERSITY AVE NO 109	FLAGSTAFF	AZ	86001
10320059E	UNIVERSITY SQUARE APARTMENTS	PO BOX 3568	FLAGSTAFF	AZ	86003
10325001C	UNIVERSITY WEST LP	PO BOX 4697	LOGAN	UT	84323
10322004S	UNIVERSITY WEST LP	PO BOX 4697	LOGAN	UT	84323

10319003E	VALLEY NATIONAL BANK ARIZONA	PO BOX 8265	WICHITA FALLS	TX	76307
10321024	VP CINEMA LLC	2502 E CAMELBACK RD NO 214	PHOENIX	AZ	85016
10321025	VP CINEMA LLC	2502 E CAMELBACK RD NO 214	PHOENIX	AZ	85016
10321026	VP CINEMA LLC	2502 E CAMELBACK RD NO 214	PHOENIX	AZ	85016
10321027	VP CINEMA LLC	2502 E CAMELBACK RD NO 214	PHOENIX	AZ	85016
11228005A	WCA FLAGSTAFF LLC	500 N MARKETPLACE DR NO 101	CENTERVILLE	UT	84014
10321021C	WESTSIDE PROPERTY LLC	43551 MISSION BLVD NO 111	FREMONT	CA	94539
10322008	WNDG LLC	7339 E MCDONALD DR	SCOTTSDALE	AZ	85250
11224016A	WOODLAND VILLAGE APARTMENTS	PO BOX 3568	FLAGSTAFF	AZ	86003
10320071	YALE PLAZA OWNERS ASSOCIATION	2050 S WOODLANDS VILLAGE BLVD NC	FLAGSTAFF	AZ	86001

Neighborhood Meeting Certification

Gammage & Burnham, PLC
I, c/o Lindsay C. Schube, the authorized representative of Toll Brothers c/o Doug Smythe, do hereby attest that the neighborhood meeting for Project No. PZ- 24 - 00162-03 was noticed and conducted in compliance with Section 10-20.30.060 of the City of Flagstaff Zoning Code and included the following:

- A Citizen Participation Plan, prepared in accordance with Section 10-20.30.030.C of the City of Flagstaff Zoning Code, was submitted to the City of Flagstaff on 7 / 15 / 2025 and accepted by the City of Flagstaff on 7 / 15 / 2025.
 - A list of property owners within 900 feet of the subject property boundaries was prepared and submitted to the City of Flagstaff as part of the Citizen Participation Plan.
 - Notices of the neighborhood meeting were sent via first class mail on 8 / 4 / 2025 to all property owners within 900 feet of the subject property boundaries, to all tenants residing on the subject property, to all Homeowners Associations (HOAs) within 1,000 feet of the subject property, and all persons or groups whose names are listed on the Registry of Persons and Groups.
 - A total of 1 neighborhood meeting notification sign(s) were installed on 8 / 4 / 2025 at the following location(s):
 - South of the SWC of University Dr and Milton Rd - Facing Milton.
 - _____
 - _____
 - A written summary of the meetings, known as a Citizen Participation Report, was submitted to the City of Flagstaff on / / . (This Document, submitted on 9/18/2025)
- N/A Copies of the Citizen Participation Report were sent via first class mail on / / to all persons who recorded their names on the neighborhood meeting sign-in sheet.

Authorized Representative of the Applicant:

Lindsay Schube

Signature:



TAB B

Neighborhood Meeting Notification Sign

TAB C

Neighborhood Meeting Summary
Neighborhood Meeting Attendee List
Public Correspondence

MILL TOWN—Summary of Neighborhood Meeting

Southwest corner of University Ave and Milton Rd

Case No.: PZ-24-00162

Neighborhood Meeting

Vintage Partners and the Development Team held a virtual neighborhood meeting on August 19, 2025. The format for the meeting included a formal presentation followed by questions, comments, and discussion. In general, the formal presentation included an overview of the: (1) applications; (2) site plan; (3) building elevations, architecture, and materials; (4) existing and proposed zoning; (5) Regional Plan land use designation; (6) open space and amenities; and (7) process.

Questions, Comments, and Discussion

There was only one member of the public in attendance and he joined after the presentation was completed. The team re-iterated major points from the presentation and the member of the public said he knew about most all of the project details already and had just joined late. He had no further questions about the project and the neighborhood meeting concluded at 5:58 p.m.

Virtual Meeting Attendee List

1. Donnie D.

Virtual Meeting Registration List

1. Celia Barotz

Public Correspondence

Communication	Date	Author	Type	Tone	Summary
<u>Call</u>	8/5/2025	Greg Hoff- Evans Property Company	Supportive		Wishes us luck and may write a letter of support for the hearing. Will not attend neighborhood meeting
<u>Email</u>	8/11/2025	Michele A. James, Executive Director Friends of Flagstaff's Future	Question		"Could you provide me with a description of the proposed amendment to the site plan?"