



FLAGSTAFF  
REGIONAL  
PLAN 2012

# MINUTES - DRAFT

City of Flagstaff

## REGIONAL PLAN CITIZEN ADVISORY COMMITTEE

3:30 p.m. – 5 p.m. May 7, 2009

\*NOTE the earlier finish time to allow for participation at the 5:30 p.m. Zoning Code Open House – City Hall

Aquaplex, Meeting Room A, 1702 N. Fourth Street

### I. CALL TO ORDER

Chair Paul Babbitt called the meeting to order at 3:30 p.m.

### II. **Roll Call**

Present were:

#### A. **Committee Members:**

- Paul Babbitt (Chairman)
- Carol Bousquet (Vice Chairman)
- Ben Anderson
- Susan Bean
- Michael Chaveas
- Beatrice Cooley
- Alex Frawley
- Jean Griego
- Shaula Hedwall
- Richard Henn
- Maury Herman
- Ken Kaemmerle
- Devonna McLaughlin
- Jerome Naleski
- Eva Putzova
- William Ring
- David Walker
- Cynthia White
- Nat White

#### B. **Alternate Members:**

- Steve Darden
- Judy Louks
- Larry Stevens

### III. APPROVAL of MINUTES for April 2, 2009

RECOMMENDED ACTION: Recommend corrections and approve minutes

#### Discussion:

Committee members did not receive the minutes and it was recommended by Chair Babbitt that approval of the minutes be deferred to the next meeting to allow the committee members to review the minutes. There was no objection.

Change to order of Agenda: move Agenda Item VI forward under New Business, allowing Roger Eastman's presentation to conclude earlier, allowing him to attend another meeting.

### IV. PUBLIC COMMENT

*At this time, any member of the public may address the Committee on any subject within their jurisdiction that is not scheduled before the Commission on that day. Due to Open Meeting Laws, the Committee cannot discuss or act on items presented during this portion of the agenda. To address the Committee 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.*

None

### V. OLD BUSINESS - (Continued, postponed, and tabled agenda items.)

#### A. Gap Analysis

PURPOSE: Review Draft Element Gap Analysis as prepared by staff; discuss.

RECOMMENDED ACTION: Table until next CAC meeting, due to on-going department interviews and suggested formatting corrections.

#### Tabled

#### B. Public Participation Plan (est. 20 minutes)

PURPOSE: Review the Public Participation Plan to receive optimal public input in the Regional Plan process.

RECOMMENDED ACTION: Approve the plan as presented or suggest changes

PRESENTER: Kimberly Sharp, Neighborhood Planner

Attachment: Regional Plan Public Participation Plan – updated 4/27/09

Draft had been previously given to the Committee at a prior meeting. The draft has been reviewed by the core planning group and had been sent to the Steering Committee for additional review and corrections. It is now before this committee for recommendation. A Power Point overview of the plan was presented by Ms. Sharp. She asked for feedback from the CAC.

#### Comments:

- The Plan's objectives and how they are written are more about the committee doing something as opposed to asking or receiving. Turn this around; objective should be to receive comments.
- The public should be asked questions to learn what they are thinking.
- Scientifically run surveys have merit. Gauging public opinion with surveys is important.
- Perhaps CAC members and planners will need to poll the public at places such as outside Wal Mart or similar places.
- Grouping elements that are similar for open houses and focus groups is beneficial.

- Outreach should be explored to accommodate people that that have two or more jobs.
- Open houses should have flexible or variable schedules and keep terminology simple.
- Rotate locations of public meetings and open houses.
- Communicate to the public how this affects their daily lives and that they have a voice in what happens.
- It may be worthwhile to recruit, seek out and hold specific meetings for high school students to get them involved. Perhaps a civics or government course(s) could incorporate the Regional Plan; planners and instructors can work together to engage students.
- Contact Charter schools, pre schools and community organizations to give notice of surveys, open houses and town halls.
- Cityscape is a source of advertisement.
- Contact businesses to send out mass e-mailing, Ms. Sharp will share email list with Committee for review and to add possible contacts.
- Budget for media outreach? 'Budget' was added to the parking lot list of future agenda items.

## VI. NEW BUSINESS

### A. City and County "Big" Issues Affecting the Region *(est. 20 minutes)*

PURPOSE: Overview discussion of recent impacts/issues of regional significance; Council goals and priorities; Board of Supervisors goals and priorities.

RECOMMENDED ACTION: Discussion

PRESENTERS: Kevin Burke, City Manager and Bill Towler, Planning Director

Kevin Burke presented an overview of the impacts/issues of regional significance. Areas covered were:

- Population estimates and use of lands.
- Who are we trying to attract?
- How do demographics affect planning?
- What are the dynamics that affect traffic? Think anecdotally instead of engineering.
- Land use: understanding housing and land exchange.
- Peak water: what happens when we meet maximum, what happens in an extended drought.
- Snow play and congestion.
- How trends affect work being done at the city. Huge impacts getting water from Red Gap and Colorado River will exceed debt capacity.
- Transportation, how to alleviate congestion on Milton.
- Floodplain, Rio de Flag, priority project for the city. Redevelopment projected for up to \$400 million.
- Facilities, four issues identified that have highest priority for consideration for bond issues; Lone Tree, new municipal court facility, lap pool, public works yard.
- Alternative energy aspects; utility cost increases; how we start flat lining these energy costs.
- Reclaimed water, how do we maximize both production and use?
- Diverse economy, economic vitality. How do we diversify?

Comments:

- Have you seen the risk of the future, cost of water, highway interchange, and things we can't predict from where we sit today?
- The idea of Flagstaff being a park city and the importance of open space. Are they part of the planning?
- Address food security, in terms that climate, affects of drought that may affect our food supply source.

**B. Regional Planning Concept: Sector Planning, (est. 50 minutes)**

PURPOSE: 'Sector Planning' with the goal to bring consistency between the Regional Plan and the Land Development Code (Zoning Code).

RECOMMENDED ACTION: Discuss and provide direction as an acceptable approach to consider

PRESENTER: Roger Eastman, Code Administrator

- Attachments:
- 1) Memo from Roger Eastman – Introducing Smart Code & Sector Planning
  - 2) Smart Code Regional Scale Plans (pdf)
  - 3) Smart Code Appendix (pdf)
  - 4) Flagstaff Sector Planning Terms 2009 April10 (pdf)
  - 5) Please download and print Taos Sector Plan as an example:  
<http://www.taossmartcode.com/documents/TaosRegionalSectorPlan-Nov5-07.pdf>
  - 6) Please download and print Fayetteville City Plan as an example:  
[http://www.doverkohl.com/files/pdf/Fayetteville%202025\\_low%20res.pdf](http://www.doverkohl.com/files/pdf/Fayetteville%202025_low%20res.pdf)

A power point overview of Sector Planning was presented by Roger Eastman.

Comments by Committee:

- How will Open Space be depicted on maps?
- National forest lands - will they be reserved as open space?
- Has there been a process of matching up this regional plan with the Coconino Forest regional plan?
- Extension of other infrastructure to serve village cores that would be developed, how does this land use plan synchronize with other infrastructure in the community?
- Transfer development rights, address sooner than later. Get the city attorney to render an opinion on how the committee can use this.
- What are the estimates of population in the sections?
- Hydrological study is currently being conducted, will need to have this information to be able to made decisions.
- Zoning code needs to be in plain language.
- Why is it that state lands cannot be zoned as open sector and federal lands can be?
- Jurisdiction for planning purposes includes county lands. Wondering what the county's position would be in considering this type of sector analysis. Or would there be two plans, a sector analysis in the city and something else for the county.

Homework assigned: All CAC members were given an 11X17 "Public Lands" map and asked to thing about and draw upon potential sector designations for these public lands, also to review the sector planning terms for Flagstaff and have comments.

## VII. CONCLUDING GENERAL BUSINESS

### A. Reports

### B. Homework

1. To be distributed during the CAC Meeting. This Homework is to review to prepare for Open Houses, Focus Group and next month's CAC meeting:
  - a. Cliff Notes: Land Use 05/01/09
  - b. Cliff Notes: Bicycles 05/07/09

### C. Announcements *(Informal Announcements, Future Agenda Items, and Next Meeting Date)*

#### 1. Zoning Code Re-write OPEN HOUSE with Opticos

May 7, 2009 from 5:30 p.m. to 7:30 p.m. at City Hall

*(Please note, it is highly suggested the CAC Members and Alternates attend the meeting.)*

2. **Bicycle Community Forum** – May 13, 6- 8 p.m. – Flagstaff High School Commons
3. **Regional Plan Open Houses** – May 28, 3-6 p.m. – Aquaplex; May 29, Noon – 2 p.m. City Hall lobby
4. **Next CAC Meeting**  
June 4, 2009 from 3:30 p.m. to 6 p.m at Aquaplex, Meeting Room A
5. **Tentative Agenda Items** for June 4, 2009:
  - a. **Gap Analysis Findings**  
Presenter: Bob Caravona, Comprehensive Planning Manager
  - b. **“Housing and Transportation”**  
Presenter: Kevin Burke, City Manager

#### Public Lands:

- i. **“State Land Trust Holdings”**  
Presenter: Edward Dietrich, Project Manager of the Arizona State Lands Department
  - ii. **“U.S. Forest Service Holdings and the Ruskin Land Exchange”**  
Presenter: Michael Chaveas, Deputy District Ranger, Peaks/Mormon Lake Ranger Districts
6. **Planning Exercise: Applying sector planning to public lands**

## VII. ADJOURNMENT

Chair Paul Babbitt adjourned the meeting at 5:15 p.m.