

# MINUTES - DRAFT

## City of Flagstaff

### REGIONAL PLAN CITIZEN ADVISORY COMMITTEE

3:30 p.m. – 6 p.m. June 4, 2009

Aquaplex, Meeting Room A, 1702 N. Fourth Street



In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Bonita Sears at 928-779-7632, ext. 7294 (or 774-5281 TDD). Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

#### I. CALL TO ORDER

Meeting was called to order by Chair Paul Babbitt at 3:40 p.m.

#### II. Roll Call

##### A. Committee Members:

<input checked="" type="checkbox"/> Paul Babbitt (Chairman)	<input checked="" type="checkbox"/> Alex Frawley	<input checked="" type="checkbox"/> Devonna McLaughlin
<input type="checkbox"/> Carol Bousquet (Vice Chairman)	<input checked="" type="checkbox"/> Jean Griego	<input type="checkbox"/> Jerome Naleski
<input checked="" type="checkbox"/> Ben Anderson	<input checked="" type="checkbox"/> Shaula Hedwall	<input checked="" type="checkbox"/> Eva Putzova
<input checked="" type="checkbox"/> Susan Bean	<input checked="" type="checkbox"/> Richard Henn	<input checked="" type="checkbox"/> William Ring
<input checked="" type="checkbox"/> Michael Chaveas	<input type="checkbox"/> Maury Herman	<input checked="" type="checkbox"/> David Walker
<input checked="" type="checkbox"/> Beatrice Cooley	<input checked="" type="checkbox"/> Ken Kaemmerle	<input checked="" type="checkbox"/> Nat White
		<input type="checkbox"/> Steve Darden

##### B. Alternate Members:

Judy Louks  
 Larry Stevens

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

RECOMMENDED ACTION: Recommend corrections and approve minutes

Motion was made and seconded to approve the minutes of April 2, 2009 with corrections.  
Motion carried unanimously.

#### IV. APPROVAL of MINUTES for May 7, 2009

RECOMMENDED ACTION: Recommend corrections and approve minutes

Motion was made and seconded to approve the minutes of May 7, 2009 with corrections.  
Motion carried unanimously

#### V. 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

**VI. OLD BUSINESS - (Continued, postponed, and tabled agenda items.)**

**A. Gap Analysis** *(est. 10 minutes)*

PURPOSE: Review Draft Element Gap Analysis report; discuss.

RECOMMENDED ACTION: Review, discuss and make recommendations

PRESENTERS: Bob Caravona, Comprehensive Planning Manager

ATTACHMENTS: [Gap Analysis Document\\_052609](#)

Mr. Caravona gave a brief update of the Gap Analysis and the purpose of the Analysis. Once the analysis is completed, the document will be used for planning purposes. The City portion is approximately 90% completed and the County is currently in the interview process of its departments.

Mr. Caravona explained that due to the size of the document, a plotter would be required to print it. However, it could best be viewed on a computer and he is refining the graphics with color codes and will provide a key to understand the colors. Furthermore, the Gap Analysis will be updated throughout the regional plan process and any comments can be forwarded to Mr. Caravona.

**B. Public Participation Plan** *(est. 10 minutes)*

PURPOSE: Review Public Participation plan with recommended changes

RECOMMENDED ACTION: Approve or approve with suggested changes

PRESENTERS: Kimberly Sharp, Neighborhood Planner

ATTACHMENTS: [Public Participation Plan\\_052909](#)

This item was not discussed.

**VII. NEW BUSINESS**

**A. Public Lands** *(est. 60 minutes)*

PURPOSE: Overview discussion of public lands within planning area; future goals, potentials, etc.

RECOMMENDED ACTION: Discussion

PRESENTERS: Bob Caravona, Comprehensive Planning Manager and Bill Towler, Planning Director

i. "State Land Trust Holdings"

Presenter: Edward Dietrich, Project Manager of the Arizona State Lands Department

Within Coconino County are several large land owners, State Land Trust holdings, U.S. Forest lands and public lands. This presentation was to give an overview of how open space is used; how an agency disposes/sells lands; and to give the Committee a better understanding of how to use sector planning.

Mr. Edward Dietrich, Project Manager of the Arizona State Lands Department presented an overview of the State Land Trust Holdings, the date of creation and its beneficiaries. The mission of the Trust is to generate the highest value of their assets for their beneficiaries. At

this time due to Agency and state statute requirements, they were not able to commit to open space. However, there may be future legislation that may enable the Trust to do so.

Mr. Dietrich provided a map of the Flagstaff area and identified six sections of state land holdings and the areas that potentially could be used for open space. Mr. Dietrich stated that they do support trust land reform and have asked the voters for permission to set aside land for conservation, but has not been passed.

Mr. Dietrich responded to questions about valuation. Financial value of state land is set by due diligence when an applicant shows an interest in purchasing state land. He explained the process that is followed to sell state land.

Mr. Dietrich stated that they have been working with the City Staff to come up with a general plan development that will work for everyone. He gave an overview of the map that was handed out and described areas that have sale and development potential.

This led to discussion about appropriate densities and working with the City as to what is mutually beneficial. Mr. Caravona, Comprehensive Planning Manager, clarified a planning concept and toll, further recommending that City staff review available all planning options with the legal department.

ii. "U.S. Forest Service Holdings and the Ruskin Land Exchange"

Presenter: Michael Chaveas, Deputy District Ranger, Peaks/Mormon Lake Ranger Districts

Mike Chaveas, Deputy District Ranger, gave a brief presentation on the U.S. Forest Service land holdings and the Ruskin Land Exchange. He highlighted the forest plan revision which is currently on hold. He then briefed the Committee on the consolidation of the Peaks and Mormon Lake Ranger Districts and their intent to sell these two pieces of property to build a new administrative facility. Next, he briefed the Committee on the Walnut Canyon study area and he clarified that this was not an expansion study, but a management study which should be completed in eighteen (18) months.

In closing, he described their difficulty of managing forest lands when "slivers of land" are created from resulting development which lead to a discussion of a brief overview of how forest land can be transferred in answer to questions by the Committee.

**B. Regional Planning Concept: Sector Planning** *(est. 45 minutes)*

PURPOSE: Applying sector planning to study area as an exercise - to evaluate this type of planning tool for the Flagstaff Regional Plan 2012

RECOMMENDED ACTION: Discuss and provide direction by way of group exercises

PRESENTER: Roger Eastman, Zoning Code Administrator

The Committee was asked to break up into four groups for an exercise in applying open space in sector planning. They were given maps of the City of Flagstaff and asked to designate those open spaces that should be Preserved sector, those open space lands that need to be protected in perpetuity; or Reserved sector, those open space lands that should be Reserved, but don't have the entitlements to do so. Finally, a group leader then presented their exercise plans to the others and expressing ideas, issues and solution. Mr. Eastman commented about how similar these plans and designation were in some instance but always surprised at some of the differences.

**C. Public Open House Comments & Focus Group Preparation** (est. 20 minutes)

PURPOSE: Review public comments from 5/13; 5/28 and 5/29 Open Houses; preparation for 6/11 Focus Group including preparing questions for public discussion.

RECOMMENDED ACTION: Review, discuss and make recommendations; report how many CAC are planning on attending.

PRESENTERS: Kimberly Sharp, Neighborhood Planner

ATTACHMENTS: 5-13, 28 & 29 Open House Comments

6-11-09 Focus Group: Land Use, Growth Areas, and Circulation & Bicycles

Ms. Sharp asked the Committee to review the public comments that can be found on the City website and make their comments.

She also informed the Committee of the Focus Group meeting that is scheduled for June 11 from 1:30 to 4:00 p.m. She provided an overview of the agenda. She said an invite list has been compiled and asked the Committee to recommend anyone that they think might be interested in attending and to provide their names to her the next day.

**VIII. 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: Growth Areas 06/01/09

Ms. Sharp asked the Committee to review the information on Growth Areas to prepare for Open houses and Focus Group meetings.

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

**1. Next CAC Meeting**

July 2, 2009 from 3:30 p.m. to 6 p.m. at Northern Arizona Healthcare facilities – 1200 N. Beaver Street (in the Basha's Shopping Center complex, north end of Humphrey's Street, to the west of Subway). How many CAC are NOT planning on attending this meeting as it proceeds a three day holiday weekend?

**2. Tentative Agenda Items for July 2, 2009:**

- a. Vision Statement
- b. Land Use, Growth & Circulation Elements
- c. Planning Exercise
- d. 15 Minute Zoning Code update

**IX. ADJOURNMENT**

Meeting adjourned at 6:00 p.m. by Chair Paul Babbitt.