



# MINUTES - **Approved**

## City of Flagstaff PLANNING & ZONING COMMISSION

4:00 PM– Wednesday, March 13, 2013

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**THIS MEETING IS NOW STREAMED AND CAN BE VIEWED IN ITS ENTIRETY ON THE CITY OF FLAGSTAFF'S WEBSITE AT:**

<http://www.flagstaff.az.gov/index.aspx?NID=1461>

### CALL TO ORDER

Chairman Carpenter called the meeting to order at **4:00 p.m.**

### COMMISSION MEMBERS:

PRESENT: David Carpenter , Chairman Jim McCarthy; Paul Moore; Steve Jackson;  
Tina Pfeiffer; Justin Ramsey

ABSENT: Stephen Dorsett, Vice Chairman

### CITY STAFF:

Mark Sawyers, Staff Liaison  
Neil Gullickson, Planning Development Manager  
Kimberly Sharp, Acting Advanced Planning Manager  
David McIntire, Permanent Affordability Administrator  
Dana Cole, Engineering Project Manager  
Becky Cardiff, Recording Secretary

## **I. GENERAL BUSINESS**

### **A. PUBLIC COMMENT**

None.

### **B. APPROVAL OF MINUTES**

- 1) Regular meeting of February 13, 2012.

**Motion:** Move to approve the minutes of the Regular Meeting of February 13, 2013, as submitted.

**Action:** Approve. **Moved by:** Commissioner Jackson **Seconded by:** Commissioner Moore . Motion carried unanimously.

## II. Other Business

### A. Preliminary Plat for Elden Townhomes

Address:	307 S Elden Street
Assessor's Parcel Number:	104-01-008
Property Owner:	City of Flagstaff
Applicant:	David L Carpenter
Application Number:	<b>PC PPPL 13-002</b>
City Staff:	Neil Gullickson
Action Sought:	Preliminary Plat Approval

A Preliminary Plat for Elden Townhomes, six townhome lots on .26 acres in the HR Zoning District

RECOMMENDED ACTION: Staff recommends that the Commission forward the preliminary plat to the City Council with a recommendation for approval.

Chairman Carpenter excused himself for a conflict of interest with the project.

Mr. Gullickson gave a power point presentation of the overview of the project and answered questions from the Commission. Mr. McIntire and Mr. Cole both answered clarifying questions from the commission regarding the land trust and the right hand turning radius.

Kent Hotsenpillar, applicant's engineer, answered questions regarding gravel paving, bus pullout and right-of-way dedication.

**Motion:** Motion to forward PC PPL13-002 to City Council for approval subject to the property owner executing an agreement stating that the transect zone T4N1 standards are applied to the property..

**Moved by:** Commissioner Jackson **Seconded by:** Commissioner Ramsey. Motion carried unanimously.

## III. ADJOURN TO WORKSESSION

### A. Flagstaff Regional Plan 2030: Place Matters - overview of public release

City Staff: Kimberly Sharp, Acting Advanced Planning Manager

Ms. Sharp gave a power point presentation on the overview of the Regional Plan. She discussed the schedule for the release of the draft document being March 28, 2013. Commissioners made suggestions about possible changes to the review of the document. Mr. Sawyers discussed possibilities between public hearings and discussions the Commission would like to have to review the draft Regional Plan.

**IV. MISCELLANEOUS ITEMS TO/FROM COMMISSION MEMBERS**

Mr. Sawyers updated the commission on the future projects list. Mr. Sawyers gave update on the P3 project at the request of Commissioner Jackson. Chairman Carpenter informed Commission that he has been invited to the Council work session meeting on April 8<sup>th</sup> and invited any other commission members to attend also.

**ADJOURNMENT**

The meeting was adjourned at 5:33 p.m.