



# MINUTES - **Approved**

City of Flagstaff  
**PLANNING & ZONING COMMISSION**  
4:00 PM– Wednesday, February 26, 2014  
City of Flagstaff, Council Chambers

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## CALL TO ORDER

Chairman Carpenter called the meeting to order at 4:04 p.m.

### COMMISSION MEMBERS:

PRESENT: David Carpenter, Chairman; Paul Turner; Stephen Dorsett, Vice Chairman; Steve Jackson; Paul Moore; Justin Ramsey

Absent: Tina Pfeiffer

### CITY STAFF:

Mark Sawyers, Staff Liaison

Elaine Averitt, Planning Development Manager

Brian Kulina, Planning Development Manager

Becky Cardiff, Recording Secretary

## GENERAL BUSINESS

### A. PUBLIC COMMENT

None.

### B. APPROVAL OF MINUTES

1) Regular meeting of November 13, 2013.

**Motion:** Move to approve the minutes of the Regular Meeting of November 13, 2013, with amendment to Chairman Carpenter's comment **Action:** Approve with amendment **Moved by:** Chairman Carpenter **Seconded by:** Commissioner Moore. Motion carried unanimously

2) Regular meeting of January 8, 2014.

**Motion:** Move to approve the minutes of the Regular Meeting of January 8, 2013, as submitted **Action:** Approve as submitted **Moved by:** Vice Chair Dorsett **Seconded by:** Commissioner Turner. Motion carried unanimously

## **OTHER BUSINESS**

### **1. Switzer Canyon Village Townhomes**

Address: 587 N Switzer Canyon Dr  
Assessor's Parcel Number: 101-45-098, 101-45-099  
Property Owner: Forest Ring LLC  
Applicant: Rick Schuller, Woodson Engineering  
Application Number: **PPPL 2014-0001**  
City Staff: Elaine Averitt  
Action Sought: Preliminary Plat Approval

A request for Preliminary Plat approval for the Switzer Canyon Village Townhomes, a 48-unit residential townhouse subdivision on an 18.56-acre site located at 587 North Switzer Canyon Drive in the R1, Single-Family Residential Zone. The existing condominium plat is proposed to be abandoned and a new townhouse plat is proposed as described.

Ms. Averitt gave a PowerPoint presentation on the proposed project and answered questions from Commissioners.

Rick Schuller, Woodson Engineering, introduced himself and answered questions from Commissioners.

Mr. Sawyers also answered and clarified questions from the Commissioners.

**Motion:** Motion to approve PPPL 2014-0001 Switzer Canyon Village Townhomes as submitted **Moved by:** Commissioner Jackson **Seconded by:** Chairman Carpenter. Motion carried unanimously.

### **2. Country Club I-40**

Address: 1201 N Country Club Drive  
Assessor's Parcel Number: 113-29-001L; 113-29-003G; 113-29-003J; 113-29-003K; 113-25-103  
Property Owner: Sinclair Oil Corp/Sun Valley Company  
Applicant: Vintage Partners, LLC  
Application Number: **PPPL2014-0002**  
City Staff: Brian Kulina  
Action Sought: Preliminary Plat Approval

A Preliminary Plat request from Vintage Partners, LLC, on behalf of Sinclair Oil Corp. / Sun Valley Company, for a Preliminary Plat of 12 parcels on 95.5-acres located at 1201 North Country Club Drive, within the Highway Commercial (HC), High Density Residential (HR), and Rural Residential (RR) zones.

Mr. Kulina gave a PowerPoint presentation on the proposed project and answered questions.

David, Scholl, Vintage Partners, introduced himself spoke briefly about the proposed project and answered questions from Commissioners.

Mr. Sawyers and Malcolm Alter, City of Flagstaff Storm Water Section, were both present and answered questions from Commissioners.

Dwayne Hund, Vintage Partners, answered and clarified questions from Commissioners.

Discussion was held among Commissioners and Commissioners commended the developer on their proposed project but they want to make sure it's done right.

**Motion:** Motion to approve PPPL 2014-0002 Country Club I-40 with conditions proposed by Staff and additionally the condition that any subsequent final platting of units within the boundaries of the preliminary plat must stand alone in regards to transportation, sewer, water, storm water and franchise utilities **Moved by:** Vice Chairman Dorsett **Seconded by:** Chairman Carpenter Motion carried unanimously.

### 3. ELECTION OF OFFICERS

**Motion:** Motion to elect Mr. Dorsett to Chairman of the Planning and Zoning Commission **Moved by:** Chairman Carpenter **Seconded by:** Commissioner Jackson Motion carried unanimously.

**Motion:** Motion to elect Mr. Ramsey to Vice Chairman of the Planning and Zoning Commission **Moved by:** Vice Chairman Dorsett **Seconded by:** Chairman Carpenter Motion carried unanimously

### 4. APPOINTMENTS

**Motion:** Motion for the representatives that are currently in place to remain the same for the Water, Board of Adjustments and Open Space Commissions. **Moved by:** Chairman Carpenter **Seconded by:** Commissioner Turner. Motion carried unanimously.

### MISCELLANEOUS ITEMS TO/FROM COMMISSION MEMBERS

Mr. Sawyers gave a very brief update on some projects that will be on the March 26<sup>th</sup> agenda and informed the Commission that Brad Hill from Utilities will be at the same meeting to give a presentation on water adequacy.

### ADJOURNMENT

The meeting was adjourned at 5:55 p.m.