



Minutes- **APPROVED**

City of Flagstaff **PLANNING & ZONING COMMISSION** **4:00 PM– Wednesday, June 24, 2015**

City Hall, **Council Chambers**, 211 W. Aspen Avenue



In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Tammy Bishop at (928) 213-2611 (or 774-5281 TDD). Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Planning and Zoning Commission and to the general public that, at this meeting, the Planning and Zoning Commission may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the City's attorneys for legal advice on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).

CALL TO ORDER Chairman Jackson called the meeting to order at 4:04 p.m.

COMMISSION MEMBERS:

Present:

Steve Jackson- Chairman

David Carpenter –Vice Chairman (arrived shortly after roll call)

Stephen Dorsett

Paul W. Turner

Tina Pfeiffer

Absent: John Stigmon

CITY STAFF:

Mark Sawyers, Planning Manager

Roger Eastman, Zoning Code Administrator

Becky Cardiff, Recording Secretary

I. GENERAL BUSINESS

A. PUBLIC COMMENT

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

B. APPROVAL OF MINUTES

1) 1) Regular meeting of June 10, 2015.

Tabled until the next meeting.

II. PUBLIC HEARING

A. Conditional Use Permit PCUP2015-0004

A Conditional Use Permit request from Conservation Legacy, on behalf of Anthony & Yoon Choi, for the modification of Conditional Use Permit No. 95-004 to establish an 8,000 square foot office and a 3,000 square foot school on approximately 0.7 acres within the Sunnyside neighborhood. The subject property is located at 2500 N. Rose Street within the High Density Residential (HR) zone.

Mr. Kulina gave a PowerPoint presentation on the proposed conditional use and answered. Rob Spath, Executive Director, gave explanation of the proposed use and answered questions from the Commissioners.

Motion to open the public hearing **Moved** by Commissioner Turner; **seconded** by Commissioner Dorsett. Motion carried unanimously.

Peggy Orozco, resident, expressed concern about increased traffic by the proposed use.

Motion to close the public hearing **Moved** by Commissioner Turner; **seconded** by Commissioner Dorsett. Motion carried unanimously.

Motion to approve PCUP2015-0004 with Staff conditions as submitted **Moved** by Commissioner Dorsett; **seconded** by Commissioner Turner. Motion carried unanimously.

B. Conditional Use Permit PCUP 2015-0002

A Conditional Use Permit request from Smith Architects, Inc., on behalf of The Guidance Center, Inc., to remodel an existing building into general office space in the Light Industrial (LI) Zone, located at 2126 N. Walgreen Street in the Northwoods Business Centre. The proposal is to remodel the existing building into a total of 5,935 square feet of general office space and 2,525 square feet of warehouse to be utilized by the Guidance Center.

Ms. Antol gave a PowerPoint presentation on the proposed and answered questions from Commissioners. Jeremiah, Guidance Center facilities, answered questions from Commissioners.

Motion to open the public hearing **Moved** by Commissioner Dorsett; **seconded** by Commissioner Pfeiffer. Motion carried unanimously.

Motion to close the public hearing **Moved** by Commissioner Dorsett; **seconded** by Commissioner Pfeiffer. Motion carried unanimously.

Motion to approve PCUP2015-0002 with Staff conditions as submitted **Moved** by Commissioner Turner; **seconded** by Commissioner Dorsett. Motion carried unanimously.

III. OTHER BUSINESS

- A.** Discussion/possible action on proposed amendments to Flagstaff City Code, Title 10 (Zoning Code) with specific reference to Chapter 10-10 (Title, Purpose and Jurisdiction); Chapter 10-20 (Administration, Procedures and Enforcement); Chapter 10-30 (General to All); Chapter 10-40 (Specific to Zones); Chapter 10-50 (Supplemental to Zones); Chapter 10-60 (Specific to Thoroughfares); Chapter 10-80 (Definitions); and Chapter 10-90 (Maps).

Motion to adjourn to Executive Session **Moved** by Commissioner Turner; **seconded** by Commissioner Pfeiffer. Motion carried unanimously.

Adjourned to Executive session at 4:30 p.m.

Motion to reconvene the regular meeting **Moved** by Commissioner Turner; **seconded** by Commissioner Dorsett. Motion carried unanimously.

Regular Meeting reconvened at 5:17 p.m.

Mr. Eastman gave a brief presentation on the proposed amendments and answered questions from Commissioners.

Mr. Sawyers and Kevin Fincel, City Attorney, were present and answered questions from Commissioners.

Motion to open for public comment **Moved** by Commissioner Turner; **seconded** by Commissioner Dorsett. Motion carried unanimously.

None

Motion to close for public comment **Moved** by Commissioner Turner; **seconded** by Commissioner Dorsett. Motion carried unanimously.

Motion to recommend to City Council for approval option two on page 11 of the Staff report (Parking Standards) as submitted **Moved** by Commissioner Carpenter; **seconded** by Commissioner Dorsett. Motion carried unanimously

Motion to recommend to City Council for approval option one on page 13 of the Staff report regarding allowed parking on residential lots **Moved** by Commissioner Dorsett; **seconded** by Commissioner Turner.

Motion amended to recommend to City Council for approval option one on page 13 of the Staff report regarding allowed parking on residential lots and include a requirement for screening where any parking will occur in the side and allowed rear yard **Moved** by Commissioner Dorsett; **seconded** by Commissioner Turner. Motion carried unanimously

Motion to recommend to City Council for approval no change to the active recreation activities allowed in rural floodplains as submitted **Moved** by Commissioner Turner; **seconded** by Commissioner Carpenter. Motion carried unanimously

Motion to recommend to City Council the additions as stated in the Staff summary to section 10-40.60.300 for clarifications in the Historic Overlay Zone that if a building is expanded or demolished it still has to follow the height restriction **Moved** by Commissioner Carpenter; **seconded** by Commissioner Turner. Motion carried unanimously

Motion to recommend to City Council for approval the changes to sections 10-10 through 10-80 of the Zoning Code as presented by Staff in the amendments, the Staff summary dated June 24, 2015, and including the motions approved at tonight's meeting **Moved** by Commissioner Dorsett; **seconded** by Commissioner Turner. Motion carried unanimously

IV. MISCELLANEOUS ITEMS TO/FROM COMMISSION MEMBERS

Mr. Sawyers discussed future projects that will be coming before the Commission

ADJOURNMENT

Meeting adjourned at 6:13 p.m.