

**Coconino County Planning and Zoning Commission
Meeting of June 24, 2020**

This hearing was held on-line through Microsoft Teams

Members Present

Tammy Ontiveros – Madam Chair
Don Walters – Vice-Chair
Sat Best
Ray Mayer
John Ruggles
Tyanna Burton
Jim Clifford

Members Absent

Mary Williams

Staff Present

Jason Christelman, Director
Jess McNeely, Assistant Director
Bob Short, Principal. Planner
Zach Schwartz, Sr. Planner
Rachel Davis, Planner
Aaron Lumpkin, County Attorney
Marty Hernandez, Recording Secretary

Madam Chair Ontiveros called the meeting to order at 5:30PM. She noted procedures to the audience.

I. PLEDGE OF ALLEGIANCE

II. APPROVAL OF MINUTES

MOTION: Commissioner Clifford made the motion to approve the minutes from May 27, 2020.

SECOND: Commissioner Ruggles seconded.

VOTE: The motion passed unanimously.

III. PUBLIC HEARINGS

1. Case No. CUP-20-026: A request for a Conditional Use Permit for a 40-foot metal storage container on a 2.48-acre parcel in the AR-2 ½ (Agricultural Residential, 2 ½-acre minimum parcel size) Zone. The subject property is located at 9645 Stardust Trail in Doney Park and is also identified as Assessor's Parcel Number 301-18-005C.
Property Owner/ Sparks Family Declaration of Trust DTD 3-13-15, Palm Springs, California
Applicant: Robert Sparks, Flagstaff, Arizona
County Supervisor District: 4 (Jim Parks)

STAFF: Ms. Davis gave a PowerPoint presentation and summarized the staff report. Commissioner Best thought, in previous cases, a Condition was included about yard clean up. Ms. Davis said the desire for yard cleanliness would be met by the Conditions in place.

APPLICANT: Robert Sparks, Flagstaff, AZ, was not available for comment.

PUBLIC: NA

COMMISSION: Commissioners thought it was a straightforward request for storage, as long as it was painted earth tone colors.

MOTION: Commissioner Ruggles made a motion to approve CUP-20-026 with the conditions as listed in the staff report.

SECOND: Commissioner Clifford seconded.

DISCUSSION: NA

VOTE: The Motion passed unanimously.

2. Case Nos. SUB-20-004, SUB-20-005 and ZC-20-004: A request for two Final Plat Amendments for the purpose of transferring a 1,294 sq. ft. portion of Lot 48 of the North Lodge subdivision to Lot 178 of the Pinewood Unit 15 subdivision, and a Zone Change of the transfer parcel from the RS-10,000 (Residential Single-Family, 10,000 sq. ft. minimum parcel size) Zone to the RS-6,000 (Residential Single-Family, 6,000 sq. ft. minimum parcel size) Zone. The subject parcels are located at 265 Barnwood Trail and 17410 Lodgepole Place in Munds Park and are identified as Assessor's Parcel Numbers 400-53-048 and 400-77-118.

Property Owner: Paul and Sandra Baker, Phoenix, Arizona

Property Owner: Michael Harvey, Glendale, Arizona

Applicant: Urban Visser, Springville, Utah

County Supervisor District: 3 (Matt Ryan)

STAFF: Mr. Schwartz gave a PowerPoint presentation and summarized the staff report.

APPLICANT: Urban Visser, Springdale, Utah, had read the staff report and agreed with the Conditions stated.

PUBLIC: NA

COMMISSION: Commissioners had no issues with the plans and were in favor of it.

MOTION: Commissioner Ruggles made the motion to approve SUB-20-004 with the Conditions as stated in the staff report.

SECOND: Commissioner Clifford seconded.

DISCUSSION: NA

VOTE: The motion was passed unanimous.

MOTION: Commissioner Ruggles made the motion to approve SUB-20-005 with the Conditions as stated in the staff report.

SECOND: Commissioner Burton seconded.

DISCUSSION: NA

VOTE: The motion passed unanimously.

MOTION: Commissioner Ruggles made the motion to recommend approval to the Board of Supervisors approval of ZC-20-004. with the Conditions as stated in the staff report.

SECOND: Commissioner Clifford seconded.

DISCUSSION: NA

VOTE: The motion passed unanimously.

3. Case No. SUB-20-008: A request for a 22-lot Subdivision on a 111.02-acre parcel in the AR-5 (Agricultural Residential, five-acre minimum parcel size) Zone. The subject property is located on Tall Tales Ranch Road one mile west of the N Cosnino Road interchange on Interstate 40 and is also identified as Assessor's Parcel Number 117-01-001C.

Property Owner: 7486 Star House, LLC, Flagstaff, Arizona

Applicant: Civil Engineering and Design, Flagstaff, Arizona

Representative: Ian Braun, Flagstaff, Arizona

County Supervisor District: 4 (Jim Parks)

STAFF: Mr. Short gave a PowerPoint presentation and summarized the staff report. Chair Ontiveros thought the wording on Condition 12 should be changed to *shall* from *should*: “work ~~should~~ shall stop immediately, and the State Historic Preservation Officer ~~should~~ shall be contacted...”

Commissioner Best asked if the cul de sacs were the proper diameter for fire trucks. Mr. Short stated they were. Commissioner Best asked if the Commission had the right to control and enforce CCRs on the applicant regarding Condition # 12? Mr. Short said that was his understanding that they could but thought the County Attorney could comment. Mr. Short stated he looked at the policies in the Comprehensive Plan so the subdivision could be consistent with these policies. Commissioner Best said CCRs could be changed or be done away with by the owners. Mr. Short stated that since this goes to the BOS then the Resolution would mandate, and the owners would not be in compliance if they removed it from the Subdivision. Commissioner Best asked if the applicant had been offered more lots, if others could be set aside for wildlife? Mr. Short stated the zoning was already in place with a low-density development and thought this would reduce the impact to wildlife.

Mr. Lumpkin said it would be permissible to include these conditions in the CCRs and is backed by the BOS Resolution.

APPLICANT: Ian Braun, Flagstaff, AZ, Civil Engineering and Design, had read the staff report. The Applicant, who was not available, had passed along his recommendations. The applicant was concerned about putting encumbrances on future lot owners as far as some of the CCRs. Mr. Braun listed them: Condition #6- this has been an operating ranch for over 30 years with the same fencing and do not want to bear the cost of refencing; Condition #7- does not want any further encumbrance on future lot owner; Condition # 10- again does not want any extra encumbrance on the future lot owners and wanted “any structures” to be struck; Condition # 12-does not want to limit anyone wishing to build on a lot with 25% slope, since it is possible; Condition # 18-

wanted the recommendation be removed but the main issue is the trail easement past future homesites, maybe more flexible wording.

Chair Ontiveros asked Mr. Braun if Condition #18, as modified by Mr. Short, was agreeable, but Mr. Braun wanted it removed.

Mr. Braun thought the flood plain would act as a wildlife corridor.

Chair Ontiveros asked if the applicant was opposed to wildlife fencing and was the applicant willing to take down the existing fencing. Mr. Braun stated they would not want it taken down.

Chair Ontiveros asked Ms. Simmons to speak to regarding the wildlife.

Ms. Simmons thought it was great that there was no development in the floodplain as wildlife use that as their corridor, even though it ended at I-40. Retrofitting should be done on the fencing, as per stats, it would save wildlife from entanglement. Ms. Simmons did a quick cost estimate of replacing the top and bottom wire with smooth wire and thought it to be about \$5000 and would be beneficial to wildlife. Wildlife friendly fence designs are available for the different types of wildlife. Chair Ontiveros asked for Ms. Simmons to review how to modify the existing fence. Ms. Simmons stated the first 2 lines needs to be 12" apart, with the top strand smooth. The bottom needs to be smooth with 18-20 inches from the ground. The 3rd strand could stay.

Commissioner Best asked if the flow of animals was parallel to the highway. Ms. Simmons said the corridor clips the western edge of the parcel and run N-S near the floodplain.

PUBLIC: NA

COMMISSION: Commissioner Burton liked the idea of modifying the fence, possibly a phased modification. Cultural resources are important, so make it a point to take caution in future development.

Commissioner Mayer thought the fence needed replacing, as we are intruding on the animals' property. Commissioner Mayer was not in favor of the development so close to a nation monument.

Commissioner Best was disappointed that in working so hard on the subdivision ordinance that we seem to be setting aside the cultural and conservation assets. He would like to see a continuance, so they could better focus on the cultural and conservation assets.

Chair Ontiveros thought Condition #10 should address those concerns of cultural protection. Commissioner Best agreed that the Condition helped but was concerned about it changing later.

Mr. Short stated that the entire site it is full of pottery shards. He tried not to have the applicant do an archeological survey. This area is part of the Doney Park Area Plan.

Commissioner Best was disappointed that Walnut Canyon did not respond.

Commissioner Ruggles agreed with Conditions 10 and 12. The fencing condition should be modified to state either update to wildlife fencing or to remove fencing. Barbed wire fencing along the owner's property might be a liability for the owner.

Commissioner Walters lives near the site and in the same conditions. Pottery shards are everywhere in this area. This is an active ranch and the fencing must be maintained due to that. The area is full of wildlife and you can see the areas where they cross. He feels that a continuance is a good idea so the applicant could be at the hearing to discuss these

issues. Commissioner Walters thought the Commission shouldn't be so authoritative with the owner as they are a long-standing community members and cares about the area. Commissioner Clifford agreed with a continuance so the owners could be present. He thought it was a good area for a subdivision.

Commissioner Ruggles stated since this is an active cattle ranch, discussion was needed regarding the fencing, so a continuance would be appropriate.

Chair Ontiveros appreciated the information brought up by Commissioner Walters.

Mr. Braun did not want a continuance and thought modifying the conditions regarding the fencing would be appropriate. If there was a continuance the property owners would probably end up doing a lot split instead.

Chair Ontiveros thought if Condition # 12 was removed, would that sway any commissioners.

All Commissioners thought condition 12 could be removed.

Commissioner Ruggles thought it was a good compromise in helping to move forward.

Mr. Jay Christelman thought Commissioner Walters made a good point when he referenced what the Forest Service standard for wildlife fencing was and that is PVC over the top strand and in some cases the bottom strand, intermittently. He thought it would be very applicable in this case and would meet the needs of the urban wildlife and interests of the property owners.

Commissioner Ruggles talked about the easements to access the National Forest and thought Condition # 18 should be removed .

Chair Ontiveros thought Commissioner Walters brought up a lot of good points. She was even willing to go for a continuance but is more in favor of a subdivision than lot splits. Chair Ontiveros felt like the applicant trusted their representative enough to make decisions for them.

Mr. Short pulled up Condition 6 so everyone could see how it was written to be flexible, and a reference for "Guidelines for Wildlife Compatible Fencing". Ms. Simpson stated that she would be involved with talking to the applicant about fencing and the Condition could be changed to state "as approved by the Wildlife Planner". Commissioner Walters thought this could be worked out with the fencing as long as they continue to make the fencing safer for wildlife crossing and noting that the corridors will change as homes are being built.

MOTION: Commissioner Walters made a motion to recommend approval to the Board of Supervisors of SUB-20-008 with the following Conditions modified to read:
Condition #7-The CC&Rs shall limit the use of pesticides and herbicides to protect sensitive habitat with coordination from the Coconino County Wildlife Planner.
Condition #10-The applicant shall exercise extra caution and monitoring when excavating the site during construction. If any structures or human remains are encountered during excavation, work shall stop immediately, and the State Historic Preservation Officer shall be contacted to determine a mitigation strategy. These provisions shall be applied to any construction activity in the subdivision and included in the CC&Rs.

Condition #12- Strike

Condition #18- Strike

SECOND: Commissioner Ruggles seconded.

DISCUSSION: NA

VOTE: The Motion passed unanimously with recommending approval to the Board of Supervisors.

4. Case No. ZC-20-006, CUP-20-023 and DRO-20-003: A request for a Zone Change from the RM-10/A (Residential Multiple Family, 10 units per acre maximum density) Zone to the CG-10,000 (Commercial General, 10,000 sq. ft. minimum parcel size) Zone on a .47-acre parcel identified as Assessor's Parcel Number 116-49-042B. The request also includes a Conditional Use Permit and Design Review for an expansion of the convenience store and addition of fuel islands and includes an additional .64-acre parcel. The subject properties are located at 3290 Forest Service Road 237 in Kachina Village and are also identified as Assessor's Parcel Numbers 116-49-038 and 116-49-042B.
Property Owner/Applicant: Ed Flores Investments, Inc, Flagstaff, Arizona
Representative: Michael Janes, Woodson Engineering, Flagstaff, Arizona
County Supervisor District: 3 (Matt Ryan)

STAFF: Mr. Short gave a PowerPoint presentation and summarized the staff report. Commissioner Ruggles asked if Mark Stento had an opportunity to review the lighting plan. Mr. Short stated Mr. Stento had not but he would be approving all lighting plans for the County moving forward. Commissioner Ruggles did not think the lighting plan was consistent with the Kachina Area Plan. Mr. Short stated this was a conceptual plan only and a permit would be required for a lighting plan with approval by Mark Stento. Per Commissioner Ruggles, the DRO, Condition # 5, would need to be modified relative to the Kachina Area Plan with IDA approved lighting.

APPLICANT: Mr. Ed Flores, 5550 E. Sunset Drive, Flagstaff, AZ, owner, built the store 33 years ago. The customer base had increased over the years. He took a local survey from the residents. Listening to the neighbors' requests, they wanted more options. The restaurant would remain the same size but wants to try adding foods as requested from the residents, with curbside pick-up and possible delivery. Individuals travelling with long trailers, ATVs, etc., look for an easy pull in/out place. Right now, it is very congested with these vehicles. He is trying to make a smoother flow to traffic. Chair Ontiveros asked if Mr. Flores was willing to work with County staff to make the lighting permit fall within the recommendations that Commissioner Ruggles was speaking of. Mr. Flores stated he was and had submitted a lighting plan over 4 years ago and was approved but the lights were not user friendly, they were expensive to run. Mr. Flores had read and agreed with the staff report. Mr. Short and Mr. Flores had discussed the lighting and thought there would be a solution to come within the 55,000 lumens. Commissioner Ruggles thought the plan was excellent and asked if the lighting in the existing canopies would be replaced? Mr. Flores stated since this was an expensive

upgrade in 2015, he would like to work with it and try to reduce lumens in other areas. Commissioner Ruggles thought if the canopy lighting went down to 3000 lumens, safety and color rendition would not be compromised, along with the safety of employees and customers. Mr. Flores stated that on occasion, law enforcement would contact him for videos of cars involved in possible criminal activity. The rendition was not good but with the upgrade on 2015, it improved greatly. Mr. Flores had worked with Chris [Lugenbuhl](#) in 2015, on the current lighting for appropriateness.

Commissioner Walters thought the egress/ingress was the choke point for traffic. Mr. Flores thought Michael Janes could help with that answer.

Michael Janes, Woodson Engineering, Flagstaff, AZ, stated they were looking at moving the sign to the NE corner to help with the drop-off to protect people from driving into it. The thought was to put in an island in the driveway to help direct the flow of traffic.

As it is now, people pull in at an angle and tends to block traffic. An island should help Commissioner Walters still thought the traffic was concerning but felt that talking to Engineering, it could be worked out. Mr. Flores said that the frontage road belonged to Forest Service and was barely used. Mr. Janes said he was unsure if the TIA addressed the grade of the drop off. The island should help with a traffic pattern set-up.

PUBLIC: Inez Salcido, 3491 Kachina Trail, Kachina, lives right behind the Pic and Run. It is a convenience and a nuisance. She is not opposed to the additional property being changed to commercial property. She is concerned about the traffic, lighting, and possibly more criminal activity. Commissioner Burton stated that the other property is not a consideration for an entrance/exit. Ms. Salcido asked if the extension going to take up the entire lot. The site plan was pulled up to review. Chair Ontiveros stated this not intended to be a truck stop, just an expansion of the store. Chair Ontiveros stated if she was unsatisfied with the final recommendation by the Commission, then it moves to the Board of Supervisors, and she would have another chance to voice her concerns.

COMMISSION: Commissioner Burton stated she was a resident of Kachina and the traffic is an inconvenience. She thought it would be an improvement to help with traffic. Commissioner Mayer thought it would enhance the corner but still concerned about the traffic.

Commissioner Best thought it would be a traffic flow improvement but still thought it would bottleneck.

Commissioner Ruggles thought it would be difficult to control the traffic but thought it would be a good start. He proposed to modify Condition 5 of the DRO, to state that the canopy light shall be 3000 K or less, all wall lighting shall be 2700 K or less.

Commissioners Clifford, Walters and Ontiveros all supported the case.

Chair Ontiveros asked if Condition 6 would help mitigate the traffic. Mr. Janes stated a TIA had been completed. It does not solve the traffic problem but helps get the traffic off the road.

Chair Ontiveros thought this was a well thought out plan and would be a great improvement.

MOTION: Commissioner Ruggles made a motion to recommend approval to the Board of Supervisors of ZC-20-006.

SECOND: Commissioner Burton seconded.

DISCUSSION: NA

VOTE: The motion passed unanimously.

MOTION: Commissioner Ruggles made a motion to approve CUP-20-023 with the Conditions as stated in the staff report.

SECOND: Commissioner Burton seconded.

DISCUSSION: NA

VOTE: The motion passed unanimously.

MOTION: Commissioner Ruggles made a motion to approve DRO-20-003 with the Conditions #5 as modified by staff.

SECOND: Commissioner Burton seconded.

DISCUSSION: NA

VOTE: The motion passed unanimously.

5. Case No. CUP-20-024: A request for a Conditional Use Permit for a campground on a 15.06-acre parcel in the G (General, ten-acre minimum parcel size) Zone. The subject parcel is located at 2867 W Honeysuckle Road in Red Lake and is also identified as Assessor's Parcel Number 202-33-002C.

Property Owner: Doorscout, LLC, Sheridan, Wyoming

Applicant: Grand Canyon Glamping, LLC, Phoenix, Arizona

Representatives: Eric Rubenstein and Tom Staub

County Supervisor District: 3 (Matt Ryan)

STAFF: Mr. Schwartz gave a PowerPoint and summarized the staff report.

Commissioner Ruggles asked if there would be electrical power to the property. The power will be brought out there per Mr. Schwartz.

Commissioner Walters asked about the pit toilets and composting toilets.

Mr. McNeely stated that talking with David Monihan from Environmental Quality, there would be a way but would have to be permitted through EQ. Condition #2 stated the color for tents would be earth tone or green but what about the airstreams being camouflaged? Mr. Schwartz stated the since the RVs were not a permanent structure they would not need to be painted. Commissioner Best thought they would be far enough from the road that they would not be too visible between the junipers.

APPLICANT: Thomas, Staub, Austin, TX, had read the staff report and agreed with the conditions. A lot of these types of companies are coming to this area. We are trying to be less impactful to the property and environment, to intertwine the beauty of the land by keeping as many trees and stones/rocks in place as possible.

PUBLIC: Michael McCally, Flagstaff, AZ is the property owner on west side of fence. He owns a sheep and cattle ranch with guard/sheep dogs and wants to make sure some conditions are in place. The ranch is downslope from the area and needs to make sure the runoff from a major weather event is controlled. With a septic, it needs to be pumped on a regular basis. Mr. McCally and Mr. Rubenstein have agreed that the ranch will be indemnified through the campground's insurance. Clients will be traveling on the roads with livestock. Mr. McCally wants signage stating that the livestock is free range, page

wire fence, and no trespassing signs.

Chair Ontiveros asked about the signage and the page wire fence. Mr. Schwartz stated it could be addressed with public works. The Commissioners could state these issues and could be addressed in the Conditions.

Mr. Staub stated there would be signage, along with rules for the guests.

Mr. Rubenstein, Huntington Beach, CA, said these concerns have been brought up by other neighbors. We were addressing the concerns of trespassing, pets, and safety. We are putting systems in place even before guests can make a reservation. There would be campground hosts as well. They are trying to promote tranquility.

Chair Ontiveros asked about the marketing strategy. Mr. Rubenstein stated he planned on various websites and marketing platforms.

Mr. McCally was unsure if educating guests would be sufficient. People tend to forget what they are told.

Mr. Eric Rubenstein wanted to work directly with Mr. McCally to ensure his concerns were met regarding the guests, wastewater, and any other issues. He stated if there was an issue that could not be resolved, he would have to rethink the plan.

Mr. Rubenstein had read and agreed with the staff report and the conditions.

COMMISSION: Commissioner Burton thought it was a good project as long as the applicants worked with Perrin Ranch, there should be no concerns.

Commissioners Best, Mayer, Ruggles, Walters, Clifford, Ontiveros all thought the transparency and working together in good faith, it would be a good project.

MOTION: Commissioner Clifford made a motion to approve CUP-20-024 with Conditions as stated in the staff report.

SECOND: Commissioner Burton seconded.

DISCUSSION: NA

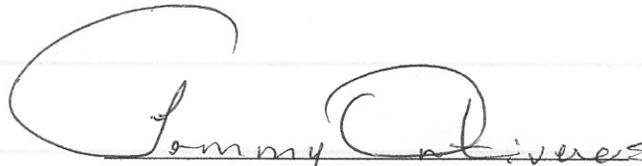
VOTE: The motion passed unanimously.

IV. CALL TO PUBLIC FOR ITEMS NOT ON THE AGENDA

No one from the public spoke.

Chair Ontiveros adjourned the hearing at 9:33 pm.

V. CONTINUATION OF STUDY SESSION IF NEEDED


Chairperson, Coconino County
Planning and Zoning Commission

ATTEST:

ATTEST:

Marty Hernandez

Secretary, Coconino County
Planning and Zoning Commission