Coconino County Planning and Zoning Commission
Meeting of August 28, 2019
Board of Supervisors' Meeting Room
County Administrative Center
219 East Cherry
Flagstaff, Arizona

Members Present
Tammy Ontiveros – Madame Chair
Don Walters – Vice Chair
Sat Best
Ray Mayer
John Ruggles
Tyanna Burton
Mary Williams
Jim Clifford

Members Absent

Staff Present
Jay Christelman, Director
Jess McNeely, Assistant Director
Bob Short, Principal Planner
Zach Schwartz, Sr. Planner
Aaron Lumpkin, County Attorney
Marty Hernandez, Recording Secretary

Madame Chair Ontiveros called the meeting to order at 5:31PM. She noted procedures to the audience.

I. PLEDGE OF ALLEGIANCE

II. APPROVAL OF MINUTES

July 31, 2019

MOTION: Commissioner Ruggles made the motion to approve the minutes once the typographical error was corrected.
SECOND: Commissioner Williams seconded.
ABSTAINED: Commissioner Walters abstained.
DISCUSSION: NA
VOTE: The motion passed unanimously.

III. PUBLIC HEARINGS

1. Case No. AM-19-002: A Minor Amendment to the Coconino County Comprehensive Plan and Coconino County’s adopted version of the Flagstaff Regional Plan 2030,
Place Matters, to adopt the updated Bellemont Area Plan. This case was continued from the June 26, 2019 hearing.

**STAFF:** Mr. McNeely gave a PowerPoint presentation. Mr. McNeely asked the people that have worked on the plan to stand and be recognized. Mr. McNeely summarized the Plan and recommended that the plan be approved with the minor amendments to the Comprehensive plan, which are to adopt the updated Bellemont Area Plan as a Minor Amendment to the Coconino County Comprehensive Plan with revisions to policies LU.1 and NE.22 and to adopt the Design Review Overlay guidelines and to adopt a Minor Amendment to the Coconino County version of the Flagstaff Regional Plan 2030, Place Matters, to amend the Flagstaff Regional Plan 2030 Future Growth Illustration Map.

**APPLICANT:** NA

**PUBLIC:** No one from the public spoke.

**COMMISSION:** All commissioners support the plan and the policy changes.

**MOTION:** Commissioner Ruggles made the motion to approve AM-19-002 as follows: To recommend approval of PZ-AM-19-002, the Bellemont Area Plan, with suggested policy changes to LU.1 and NE.22 as written in this report, to the Board of Supervisors and to include the following minor amendments to the Comprehensive Plan:
1. To adopt the updated Bellemont Area Plan as a Minor Amendment to the Coconino County Comprehensive Plan, with staff recommended revisions to policies LU.1 and NE.22, and to adopt Design Review Overlay guidelines.
2. To adopt a Minor Amendment to the Coconino County version of the Flagstaff Regional Plan 2030, Place Matters, to amend the Flagstaff Regional Plan 2030 Future Growth Illustration Map.

**SECOND:** Commissioner Mayer seconded the motion.

**DISCUSSION:** NA

**VOTE:** The vote was unanimous.

2. **Case No. CUP-19-032:** A request for a Conditional Use Permit for a 4,000 sq. ft accessory structure on a 2.05-acre parcel in the RS-40,000 (Residential Single-Family, 40,000 sq. ft. minimum parcel size) Zone. The property is located at 11715 Homestead Lane in Timberline and is identified as Assessor’s Parcel Number 301-87-015A.

   Property Owner: Clarence and Susan Collins Revocable Trust, DTD, Flagstaff, AZ
   Applicant: Clarence Collins, Flagstaff, AZ
   County Supervisor District: 2 (Elizabeth Archuleta)

**STAFF:** Mr. Short gave a PowerPoint presentation and stated staff could make the findings with recommendations of the four conditions stated in the staff report.

**DISCUSSION:** Commissioner Ruggles stated that his wife was the only one to attend the neighborhood meeting. He wanted to disclose that information. He thought it would not have been appropriate for him to be at the neighborhood meeting.

**APPLICANT:** Clarence Collins of Flagstaff, AZ. Mr. Collins agreed with the staff report.

**PUBLIC:** NA
COMMISSION: All commissioners could make the findings.

MOTION: Commissioner Ruggles made the motion to approve CUP-19-032 with conditions as recommended by staff.

SECOND: Commissioner Williams seconded the motion.

VOTE: The vote was unanimous.

3. Case No. ZC-19-006: A request for a Zone Change from G (General, 10-acre minimum parcel size) Zone to M-2-6,000 (Heavy Industrial, 6,000 sq. ft. minimum parcel size) Zone on a 64.62-acre parcel. The parcel is located approximately ½ mile south of the Newman Park exit on Interstate 17 and is also identified as Assessor’s Parcel Number 400-13-001.

Property Owner/Applicant: Morrison Brothers Windmill Ranch, LLC, Gilbert, AZ

Representative: Gregory Bamford, Gilbert, AZ

County Supervisor District: 3 (Matt Ryan)

STAFF: Mr. Short gave a PowerPoint presentation. He stated that this zone change was speculative, and a specific development plan was not proposed.

DISCUSSION: Commissioner Williams asked if the zone change occurred, how does it affect the flood plain. Mr. Short said this was an unstudied floodplain and the elevations have not been determined. If no development is proposed in the floodplain, a study is not required. Commissioner Ruggles asked about a Zone Change versus a CUP. Mr. Short said the if the Commission moved forward with the Zone Change then it would go forward as a Zone Change. Mr. McNeely indicated that, if the Zone Change was not approved, the applicant could apply for a CUP or TUP The Applicant could apply immediately for a CUP or TUP; there would be no waiting period. Commissioner Ruggles asked about other uses for the M-2-6000 Zone. Mr. Short stated there are many uses but there is a definition in Condition # 1 for this zone change request and he tried to pattern this zone change request after the updated zoning ordinance and the conditions for use are stated in the staff report. Commissioner Best was concerned about uses but Mr. Short stated that only the uses in the staff report are recommended, not the uses in the M-2-6000 Zone. Mr. Short stated that typically in a Zone Change the applicant has the availability of all the uses but this one has conditional zoning. Commissioner Burton asked about parcel size and if it could be split. Mr. Short said that 6,000 was a small area, it could be split but that would be too small for forest service products processing. Commissioner Ruggles stated that if the Commission forwarded the recommendation to the Board of Supervisors, it seems like the Board of Supervisors would determine the use and add a time period. Mr. Short stated Commission could put a time period on conditional zoning.

APPLICANT: Greg Bamford, 325 S. Higley Rd., Ste. 110 Gilbert, AZ, 85296, gave the background of property. He was tasked with finding the best use for this property. He looked at many different avenues and the forest restoration idea
seemed like an idea that could serve the purpose. This is a safety restoration project for the greater good of the people and the land. Industry is attracted to land that is zoned and ready to go. He asked that serious consideration be given to advance this to the Board of Supervisors. A well was drilled in 2007 that can produce up to 200/gal/min. which could handle whatever might be developed on the land. Mr. Bamford passed around Flagstaff Industrial Comparisons in Coconino County, which is a summary of comparisons of industrial lands for sale in the area compiled by Co-Star LoopNet. A potential user will know what they have to work with and will be more attracted to a permanently zoned property. Mr. Bamford stated they agreed with the conditions stated. A neighborhood meeting was held and was well attended.

**COMMISSION:** Commissioner Walters indicated the applicant’s ancestors had the property, and he had developed nearby Foxboro Ranch Estates along with other background information. Commissioner Walters stated this property is not appropriate for commercial or heavy industrial. He indicated the Morrison brothers he knew would not support this industry on this property.

Richard Morrison, 720 West Elliott Gilbert, AZ 85233. A user came to us with a plan and a contract. The details were worked out and were waiting to sign the contract. They believe the flood plain could be mitigated. Mr. Morrison did not know about the Forest Service plan until a few weeks ago. He recognizes this is a beautiful piece of property. Good stewardship is putting this land to use to be useful to the community.

Commissioner Walters suggested a Forest Service exchange, but Mr. Morrison stated he had worked with them for over 14 years. It takes many years but that does not seem to be happening. Commissioner Walters asked about working with State Land for an exchange. Richard has not worked with them yet. Commissioner Walters is willing to work with them and help them if interested.

Chair Ontiveros stated commission had to support 3 findings. How would the proposal protect the scenic corridor? Mr. Bamford stated the buildings could blend with the environment and the view of the Peaks would not be obstructed. Chair Ontiveros stated there are other properties that could serve this purpose and doesn’t feel the comparison sheet is complete. Madame Chair stated that the Comprehensive Plan supports developing existing industrial areas. Mr. Bamford stated all products would be forestry and forestry related. We are limiting to forest related industry.

Commissioner Williams asked about putting a time frame on this? If this goes beyond 3 years-what will change? Mr. Bamford said the current project is for 20 years.

Commissioner Clifford asked if the representative from Coconino National Forest had gotten back to Mr. Morrison. Mr. Morrison stated the documents have been returned. He stated they are complicated and time consuming.

Commissioner Clifford asked if there had been discussion regarding upgrading Forest Service Road 772. Mr. Bamford said the Forest Service contact is researching delineation of road, knows it needs to be upgraded and maintained regarding industrial zoning. Commissioner Clifford thought the zone change was speculative since Forest Service had not approved of upgrading the road first.
He said he could not move forward on speculation. Chair Ontiveros said there are two ways to accomplish what they are wanting by either a Zone Change or a CUP/TUP, and asked Why is the CUP/TUP avenue not being used? Mr. Bamford thought the position would be stronger for industry if zoning was approved and the wording: conditional or temporary would be determinantal to future industry that might want to participate or buy into development of the property.

Mr. McNeely said that if the Zone Change was denied, the applicant could not come back as a zone change for one year but could come back as a TUP or CUP. Commissioner Best asked Mr. Bamford if he would consider a delay to form a better plan then come back for another hearing. He thought it was a good idea to take a step back and review and continue until later.

Mr. Bamford asked for a 90-day continuance, until the December 4th hearing. Commissioner Ruggles thought it was only fair to let him know concerning and thoughts expressed so he knows what they are looking for in the future.

PUBLIC: Tom Piffer, 8999 N Bel Air Rd., Casa Grande, AZ, said he had sold this property to the Morrison Brothers. He wrote a letter regarding his concerns about the water possibly running on his property and the beauty of the corridor being ruined.

Cindy Eagleton, 17550 Munds Ranch Rd., Munds Park, AZ, feels it would be a very negative impact for the area. The beauty would be taken away from the gateway to Flagstaff. She felt like this would be very detrimental to the county.

Mr. Bamford has worked 15 years to find use for this land. He asked Commissioner Walters to help him work with Forest Service or State Land to find use.

Commissioner Williams asked for clearer picture on floodplain mitigation.

Commissioner Ruggles believes industrial use is not right for this area, nor for a conditional use or TUP. He referred to the Zoning Ordinance regarding these.

Commissioner Walters indicated this property is not appropriate for these large-scale forest products uses and he cannot make the findings. He indicated that the Mormons are a great family.

Commissioner Best stated burns are inevitable.

Commissioner Mayer stated anything he added would be redundant. This gateway is beautiful and will not approve to butcher it.

Commissioner Burton had the same thoughts as the other commissioners.

MOTION: Commissioner Williams made the motion to continue for 90 days to 12/4/2019.
SECOND: Commissioner Ruggles seconded it.
VOTE: The vote was unanimous.

IV. CALL TO PUBLIC FOR ITEMS NOT ON THE AGENDA

No one from the public spoke.
V. CONTINUATION OF STUDY SESSION IF NEEDED

Mr. McNeely made everyone aware of items on the study session for the next hearing. Staff will be going to the APA conference will be on September 11-13, 2019. Commissioners were invited.

Community Development was interviewing interim certified building officials. There were two internal applicants.

Urban Wildlife interviews were held and should decide within the week.

On August 6, the BOS reappointed Commissioners Ontiveros, Ruggles, Mayer, and Williams. Mr. McNeely thanked Tammy Ontiveros for stepping up to be chair and Don Walters to be vice-chair.

Supervisor Lena Fowler has found a new commissioner, Verlin Joe. He will be appointed on by BOS on September 24. He will try to sit in on the next hearing to observe.

The Board of Supervisors approved all cases that were on the P&Z hearing last month. Commissioner Best asked about attending by Skype. Mr. McNeely stated attendance by phone is acceptable per the by-laws.

Mr. McNeely talked about the new King Street building for Community Development, along with other departments, with better technology.

Madame Chair Ontiveros adjourned the hearing at 8:10 pm.

Chairperson, Coconino County Planning and Zoning Commission

ATTEST:

Secretary, Coconino County Planning and Zoning Commission