

# AGENDA

## City of Sedona Planning and Zoning Commission Meeting

5:30 PM

Tuesday, April 19, 2016

### NOTICE:

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 the Planning and Zoning Commission will hold a public hearing open to the public on Tuesday, April 19, 2016 at 5:30 pm in the Vultee Conference Room.

### NOTES:

- Times are approximate.
- Meeting room is wheelchair accessible. American Disabilities Act (ADA) accommodations are available upon request. Please phone 928-282-3113 at least 24 hours in advance.
- Planning & Zoning Commission Meeting Agenda Packets are available on the City's website at: [www.SedonaAZ.gov](http://www.SedonaAZ.gov)

### GUIDELINES FOR PUBLIC COMMENT

#### PURPOSE:

- To allow the public to provide input to the Planning and Zoning Commission on a particular subject scheduled on the agenda.
- Please note that this is not a question/answer session.

#### PROCEDURES:

- Fill out a "Comment Card" and deliver it to the Recording Secretary.
- When recognized, use the podium/microphone.
- State your Name and City of Residence
- Limit comments to 3 MINUTES.
- Submit written comments to the Recording Secretary.

1. VERIFICATION OF NOTICE
2. CALL TO ORDER, PLEDGE OF ALLEGIANCE, & ROLL CALL
3. ANNOUNCEMENTS & SUMMARY OF CURRENT EVENTS BY COMMISSIONERS & STAFF
4. APPROVAL OF THE FOLLOWING MINUTES:
  - a. March 17, 2016 (S)
  - b. April 5, 2016 (R)
5. PUBLIC FORUM: *(This is the time for the public to comment on matters not listed on the agenda. The Commission may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date.)*
6. Discussion regarding the process for future CFA (Community Focus Area) Planning.
7. FUTURE MEETING DATES AND AGENDA ITEMS
  - a. Thursday, April 28, 2016; 3:30 pm (Work Session)
  - b. Tuesday, May 3, 2016; 5:30 pm (Public Hearing)
  - c. Thursday, May 12, 2016; 3:30 pm (Work Session)
  - d. Tuesday, May 17, 2016; 5:30 pm (Public Hearing)
8. EXECUTIVE SESSION  
If an Executive Session is necessary, it will be held in the Vultee Conference Room at 106 Roadrunner Drive. Upon a public majority vote of the members constituting a quorum, the Planning and Zoning Commission may hold an Executive Session that is not open to the public for the following purposes:
  - a. To consult with legal counsel for advice on matters listed on this agenda per A.R.S. § 38-431.03(A)(3).
  - b. Return to open session. Discussion/possible action on executive session items.
9. ADJOURNMENT



Scan with your mobile device to access meeting documents online

Physical Posting: April 14, 2016 By: DJ

Planning & Zoning Commission Meeting Agenda Packets are available on the City's website at: [www.SedonaAZ.gov](http://www.SedonaAZ.gov) or in the Community Development Office, 102 Roadrunner Drive approximately one week in advance of the meeting. Note that members of the City Council and other City Commissions and Committees may attend the Planning and Zoning Commission meeting. While this is not an official City Council meeting, because of the potential that four or more Council members may be present at one time, public notice is therefore given for this meeting and/or event.

The mission of the City of Sedona government is to provide exemplary municipal services that are consistent with our values, history, culture and unique beauty.

MEETING LOCATION:  
VULTEE CONFERENCE ROOM  
106 ROADRUNNER DR, SEDONA, AZ



## City of Sedona Community Development Department

102 Roadrunner Drive Sedona, AZ 86336

(928) 282-1154 • Fax: (928) 204-7124

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**TO:** Planning and Zoning Commission  
**FROM:** Audree Juhlin, Director  
**DATE:** April 12, 2016  
**RE:** Specific Planning Process Discussion

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The purpose of the April 19, 2016 work session is to discuss the Planning and Zoning Commission's participation in the planning process for future Community Focus Area (CFA) plans. Since the updated Sedona Community Plan was ratified by the voters in March 2014, the City has initiated 2 CFA specific area planning projects and is currently working on the neighborhood initiated Schnebly Hill CFA plan. Specific area planning projects of this nature are generally new to the City and as such should be viewed as an ever evolving and improving process. Every CFA planning area is unique with varying objectives and conditions, which may result in different approaches and outcomes. The whole CFA planning process is at the same time visionary and strategic. At every stage, as additional information is obtained, the plan or its process and sequencing may have to be changed or adjusted. To help understand the planning process, a flow chart identifying each planning phase is attached.

Based on experience with the planning process for the Soldier Pass and Western Gateway CFA Plans below are some talking points for discussion related to the Commission's involvement in the CFA planning process:

1. At what point in the planning process should the Commission become involved?
2. Should a joint visioning session be held between the Commission and Council at the beginning of each new CFA planning process?
3. Should major policy concepts, such as lodging and housing be discussed prior to drafting the plan?
4. Should multiple alternative land use scenarios be provided prior to drafting a plan?
  - If multiple alternative land use scenarios, how do we rank each of them?
5. How do we address areas where there is a lack of consensus between Commissioners and the Commission and staff?
6. At what points in the planning process does the Commission want to see a draft plan?
  - At certain stages of evolution?
  - At certain thresholds?
  - Upon completion of a draft based on understanding of the vision and policy concept discussions?
7. Staff establishes an estimated time schedule for each new CFA planning process. What are some things that the Commission can do to help keep the schedule on track?



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### CFA Planning Process

