

# AGENDA

## City of Sedona Planning and Zoning Commission Meeting

5:30 PM

Tuesday, April 18, 2017

### 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 18, 2017 at 5:30 pm in the City Hall Council Chambers.

### NOTES:

- 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/planning](http://www.SedonaAZ.gov/planning)

### 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. CALL TO ORDER, PLEDGE OF ALLEGIANCE, & ROLL CALL
2. ANNOUNCEMENTS & SUMMARY OF CURRENT EVENTS BY COMMISSIONERS & STAFF
3. APPROVAL OF THE FOLLOWING MINUTES:
  - a. March 2, 2017 (WS)
  - b. March 21, 2017 (R)
  - c. March 30, 2017 (WS)
4. 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.)*
5. Discussion regarding the update of the Land Development Code.
6. FUTURE MEETING DATES AND AGENDA ITEMS
  - a. Thursday, April 27, 2017; 3:30 pm (Work Session Canceled)
  - b. Tuesday, May 2, 2017; 5:30 pm (Public Hearing)
  - c. Thursday, May 11, 2017; 3:30 pm (Work Session)
  - d. Tuesday, May 16, 2017; 5:30 pm (Public Hearing)
  - e. Thursday, May 18, 2017; 3:30 pm (Special Work Session)
7. 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.
8. ADJOURNMENT



Scan with your mobile device to access meeting documents online

Physical Posting: April 13, 2017 By: DJ

Planning & Zoning Commission Meeting Agenda Packets are available on the City's website at: [www.SedonaAZ.gov/planning](http://www.SedonaAZ.gov/planning) 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:**  
CITY HALL COUNCIL CHAMBERS  
102 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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### Memorandum

**Date:** April 11, 2017  
**To:** **Planning and Zoning Commission**  
**From:** Michael Raber, Senior Planner  
**Meeting Date:** April 18, 2017  
**Subject:** Discussion regarding the update of the Sedona Land Development Code.

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### Summary

This agenda item provides for an informational work session regarding the update of the Sedona Land Development Code (LDC). Staff will provide a summary of the LDC Analysis and next steps.

The purpose of this meeting is to keep the Commission informed on the key steps in the LDC update by providing a general overview of the analysis of the Code.

The City and the City's consulting team, Clarion Associates, kicked off the LDC project update in November 2016 with a series of stakeholder meetings, a public open house, a public meeting with the Planning and Zoning Commission and a field tour of the City. In December and January, Clarion and staff worked to identify a detailed list of issues compiled from many contributors over the past several years. Clarion previously provided an issue identification memorandum and has worked with staff to develop a document that:

- Identifies strengths and weaknesses of the current LDC.
- Identifies potential solutions and best practices.
- Contains a detailed outline for a new LDC "roadmap".

This document, entitled: Analysis and Annotated Outline, is available for public review on the LDC website: [www.SedonaLDCupdate.com](http://www.SedonaLDCupdate.com) and also accompanies this memorandum. On March 2, Clarion provided an overview of the project and a summary of the LDC Analysis/outline. The April 18 Commission meeting is a follow up to the March 2 work session to continue to keep the Commission informed on the key steps in the LDC update.

### Next Steps

Drafting the LDC update:

- Module 1: Districts and uses
- Module 2: Development Standards
- Module 3: Administrative Procedures

Staff will continue to keep the Planning and Zoning Commission informed of the key points in the LDC update process.

### Attachments

1. Analysis and Annotated Outline (For informational purposes).



# Land Development Code (LDC) Analysis and Annotated Outline

March 2017

**CLARION**  
Clarion Associates







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# INTRODUCTION AND OVERVIEW

## DESCRIPTION OF THE LDC UPDATE PROJECT

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### Purpose

The Sedona Land Development Code (LDC) establishes the standards for all new development and is one of the City's most essential tools for protecting and enhancing the unique character of Sedona. In 2016, the City initiated a comprehensive rewrite of several major components of the LDC in order to:

- Provide more clear direction for development and redevelopment;
- Improve the user-friendliness of the LDC;
- Implement the 2014 Sedona Community Plan;
- Address the goals in adopted CFA Plans; and
- Reflect best planning and zoning practices from Arizona and around the nation.



*One of Sedona's breathtaking landscapes as viewed from an overlook above State Highway 179.*

### Project Kick-Off Meetings

The City of Sedona and Clarion Associates (the project team) kicked off the LDC update project in November 2016 with a series of stakeholder meetings, a public open house, a public meeting with the Planning and Zoning Commission, and a field tour of the City. During these meetings, Clarion Associates provided a general overview of the Sedona LDC update project to stakeholders and worked with City staff to develop an understanding of the strengths and weaknesses of Sedona's current LDC and opportunities for improvement. The project team met with the following stakeholders during the kickoff trip:

- Planning and Zoning Commission
- Some current and former members of City Council
- Representatives of other staff departments (e.g., public works, economic development, City Attorney, City Manager)
- Developers (both residential and nonresidential)
- Uptown representatives and business owners
- Neighborhood organization representatives
- Local architects and builders
- Local planning and landscape architecture consultants
- Chamber of commerce
- Special interest groups (e.g., Keep Sedona Beautiful)

### Issue Identification Memorandum

Following the kick-off trip, the team prepared an [LDC Issue Identification Memorandum](#) that identified many key issues to address through the LDC project, based on feedback from stakeholders and also

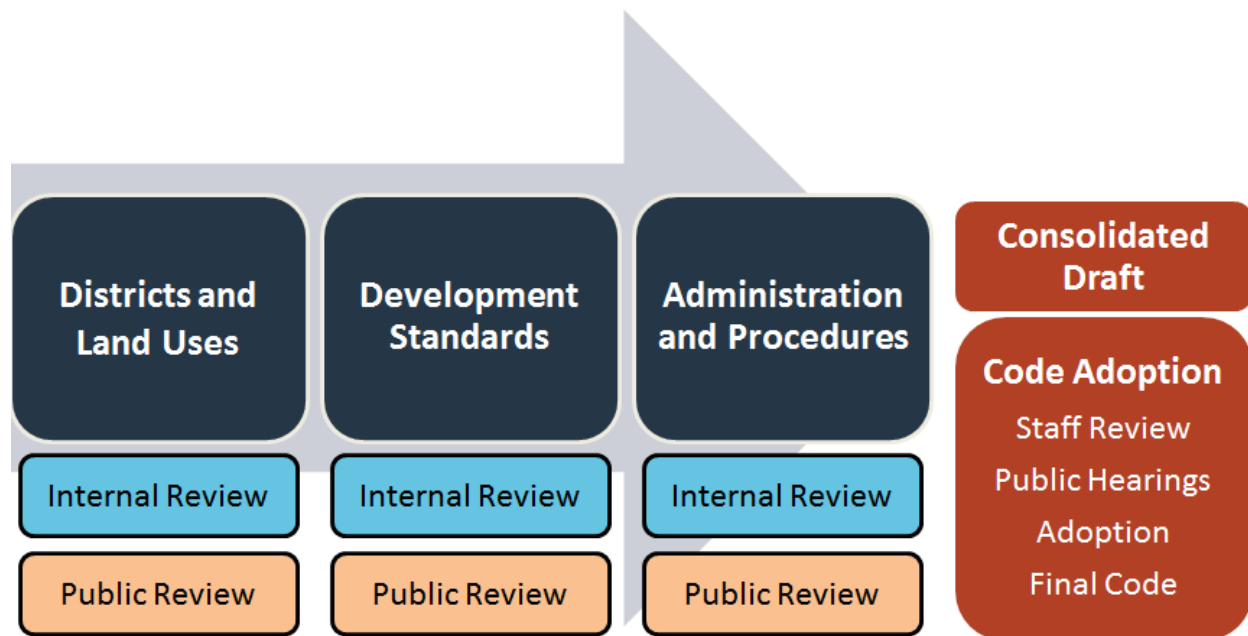
Clarion’s review of the current LDC. Clarion used that document as a foundation to prepare this Analysis and Annotated Outline, which will be discussed with City officials and will guide the detailed drafting of the new LDC.

## Drafting the Updated LDC

Using this LDC Analysis and Annotated Outline as the roadmap, the LDC update will be drafted in several installments (or “modules”), each of which will be presented to the public and available for review and comment. The modules are as follows:

- **Module 1 – Zoning Districts and Uses** (types of uses allowed on various properties)
- **Module 2 – Development and Design Standards** (development quality standards)
- **Module 3 – Administration and Procedures** (how development is reviewed and approved)

Comments on all three modules will be addressed in a consolidated draft LDC that will be brought forward through the adoption process. Final adoption of an updated LDC is expected in May 2018.



*The drafting process for the LDC update will be completed in three modules, each of which will be presented to the public as they are developed.*

## Project Website

Project-related information including upcoming events, draft deliverables, and links to other relevant issues for discussion are available on the Sedona LDC update website at [www.sedonaLDCupdate.com](http://www.sedonaLDCupdate.com). Users can also use this site to sign up to receive project updates via email.

## OVERVIEW OF THIS DOCUMENT

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The purpose of this LDC Analysis and Annotated Outline is to delve deeper into the issues identified in the LDC Issue Identification Memo and to refine recommended approaches for moving forward with the LDC update. Following this introduction, the remainder of this document is organized as follows:

- **LDC Analysis.** The LDC Analysis identifies major issues to address and proposes recommendations for how the updated LDC can address such issues. The LDC analysis is organized around the following key themes:
  1. Implement the Sedona Community Plan and Community Focus Area Plans
  2. Update the Zoning Districts
  3. Enhance the Use Regulations
  4. Clarify and Simplify the Development Standards
  5. Streamline the Development Review Procedures
  6. Create a More User-Friendly Land Development Code

The LDC Analysis summarizes the major issues to be addressed in the LDC update, with additional details and recommendations provided in the Appendix, Detailed Review of Current Land Development Code, described below.

- **Annotated Outline.** The Annotated Outline presents an article-by-article outline showing how the updated LDC could potentially incorporate a new format and structure, and what the new LDC may look like if the recommendations in the LDC Analysis were implemented.
- **Appendix - Detailed Review of Current Land Development Code.** The appendix to this document provides a section-by-section review of the current LDC. Although the comments in this appendix are related to the overall themes presented earlier in the LDC Analysis and Annotated Outline, many of the comments and recommendations are technical and are included as guidance for the drafting phase of the project.

# LDC ANALYSIS

## 1. SUMMARY OF RECOMMENDATIONS

The table below is organized around the six key themes introduced in this analysis and summarizes the recommendations within each theme.

<b>Table 1: Summary of Recommendations</b>	
<b>Implement the Sedona Community Plan and Community Focus Area Plans</b>	
Implement Sedona Community Plan	<ul style="list-style-type: none"> <li>• Implement policies and goals that can be addressed by the LDC.</li> <li>• Review the future land use map to inform zoning districts and land uses when updating the LDC.</li> </ul>
Implement Community Focus Area Plans	<ul style="list-style-type: none"> <li>• Integrate strategies from adopted CFA plans where appropriate.</li> <li>• Consider integration of policies developed during ongoing CFA planning processes where appropriate.</li> </ul>
<b>Update the Zoning Districts</b>	
Consolidate Districts	<p>Consider consolidation of the following districts:</p> <ul style="list-style-type: none"> <li>• Single-Family Residential (RS-6) and Single-Family and Mobile Home (RMH-6) districts. Consolidate into a single RS-6 (single-family residential) district.</li> <li>• Single-Family Residential (RS-10a, RS-10b, and RS-12) districts. Consolidate into a single RS-10 (single-family residential) district.</li> <li>• Single-Family Residential (RS-18a and RS-18b) districts. Consolidate into a single RS-18 (single-family residential) district.</li> <li>• Single-Family Residential (RS-35 and RS-36) districts. Consolidate into a single RS-35 (single-family large lot) district.</li> <li>• Single-Family and Mobile Home (RMH-10 and RMH-12) districts. Consolidate into a single RMH (single-family and mobile home) district and reconcile the lot and building standards.</li> <li>• General Commercial (C-1 and C-2) districts. Consolidate into one CO (commercial) district.</li> <li>• Resort Commercial (RC) and Lodging (L) districts. Consolidate into a single L (lodging) district.</li> <li>• Planned Development (PD) and Planned Residential Development (PRD) districts into a single PD (planned development) district that can accommodate negotiated residential, mixed-use, and nonresidential developments.</li> </ul>
Eliminate Districts	<p>Consider eliminating the following districts:</p> <ul style="list-style-type: none"> <li>• Included in the LDC but have never been applied to the zoning map               <ul style="list-style-type: none"> <li>○ Manufactured Home (MH) district</li> </ul> </li> <li>• Included in the LDC but are seldom applied to the zoning map               <ul style="list-style-type: none"> <li>○ Single-Family Residential (RS-5A) district</li> <li>○ Parking (P) district</li> </ul> </li> <li>• Not included in the LDC but have been applied to the zoning map               <ul style="list-style-type: none"> <li>○ All of the Transitional (T) districts (T-2, T-3, T-9, T-12, and T-15). These were replaced by the SU district in 2003.</li> </ul> </li> </ul>

<b>Table 1: Summary of Recommendations</b>	
Establish Mixed-Use Districts	<ul style="list-style-type: none"> <li>• M1 – Mixed-Use Neighborhood district, renamed and refining standards for the current CN district.</li> <li>• M2 – Mixed-Use Employment district, renamed and refining standards for the current OP district.</li> <li>• M3 – Mixed-Use Activity Center district, a proposed new district.</li> </ul>
Rename Districts	<ul style="list-style-type: none"> <li>• RM-2 (medium density multifamily) to retain RM-2 but rename description to medium-high density multifamily.</li> <li>• CN (neighborhood commercial) to M1 – Mixed-Use Neighborhood.</li> <li>• OP (office professional) to M2 – Mixed-Use Employment.</li> <li>• C-3 (heavy commercial/light manufacturing) to IN – light industrial to reflect the industrial intent of the district.</li> </ul>
Establish New Districts	<ul style="list-style-type: none"> <li>• M3 – Mixed-Use Activity Center district.</li> <li>• UE – Uptown Entertainment district.</li> <li>• OC – Oak Creek Heritage district.</li> </ul>
<b>Enhance the Use Regulations</b>	
Prepare a Table of Allowed Uses	<ul style="list-style-type: none"> <li>• Consolidate permitted use lists into a single table and include references to applicable use-specific standards.</li> <li>• Address accessory uses, temporary uses, and potentially parking standards in the use table.</li> </ul>
Categorize, Define, and Consolidate Use Types	<ul style="list-style-type: none"> <li>• Categorize specific use types within larger categories and subcategories.</li> <li>• Define each category, subcategory, and specific use type.</li> <li>• Remove unnecessary and/or antiquated uses (e.g., telegraph offices).</li> </ul>
Diversify Housing Types	<p>Consider introducing new housing types into the LDC, such as:</p> <ul style="list-style-type: none"> <li>• Two-family dwellings (duplexes)</li> <li>• Single-family attached dwellings (townhouses)</li> <li>• Live-work units (where the owner of a business also resides in a separate space within the same building or unit)</li> <li>• Small-scale multi-family (such as garden apartments or stacked three- or four-plexes)</li> <li>• Condominiums (attached for-sale units or multiple detached housing units on a single lot)</li> <li>• Co-housing (detached housing with shared common amenities either on a single lot or in a condominium arrangement)</li> <li>• Tiny homes (considering various approaches)</li> </ul>
Consider Standards for Uses that are not Currently Addressed in the LDC	<p>The LDC update should incorporate new uses that either exist today in Sedona, or are expected to develop in Sedona in the near future, such as:</p> <ul style="list-style-type: none"> <li>• Breweries, distilleries, and wineries</li> <li>• Fleet services</li> <li>• Urban agriculture</li> <li>• Expanded restaurant types</li> </ul>

**Table 1: Summary of Recommendations**

<b>Clarify and Simplify the Development Standards</b>	
Clarify the Organization and Applicability of the Development Standards	<ul style="list-style-type: none"> <li>• Consider consolidating Articles 9 and 10 into a single development standards article.</li> <li>• Identify guidelines in Articles 10 and 19 that could be rewritten as broader citywide standards, and consider relocating guidelines to a separate document outside the LDC.</li> <li>• Reformat the design standards to align with the rest of the LDC.</li> </ul>
Update the Lot and Building Standards	<p>Consider the following changes to the lot and building standards:</p> <ul style="list-style-type: none"> <li>• Update the height and massing standards.</li> <li>• Strengthen building step-back requirements.</li> <li>• Simplify density controls.</li> <li>• Clarify terms of measurement.</li> </ul>
Generally, Focus on Infill and Redevelopment	<p>Examples of areas where infill and redevelopment should be addressed in the new regulations include:</p> <ul style="list-style-type: none"> <li>• Lot and building standards (e.g., setbacks, height, lot size)</li> <li>• Development standards (e.g., parking and landscaping)</li> <li>• Uses allowed (more flexibility)</li> </ul>
Improve Other Specific Development and Design Standards	<ul style="list-style-type: none"> <li>• Update color regulations.</li> <li>• Establish a new section in the LDC for access, circulation, and connectivity.</li> <li>• Improve the parking standards.</li> <li>• Improve the landscaping standards.</li> <li>• Improve grading and drainage standards.</li> <li>• Consider establishing maximum impervious coverage standards.</li> <li>• Enhance lighting standards.</li> <li>• Enhance subdivisions design standards.</li> </ul>
<b>Streamline the Development Review Procedures</b>	
Establish Common Review Procedures	<p>Consider establishing a section for common review procedures that addresses the following procedural elements at a minimum:</p> <ul style="list-style-type: none"> <li>• Pre-application consultation.</li> <li>• Neighborhood meetings.</li> <li>• Application submittal and acceptance.</li> <li>• Staff review and action.</li> <li>• Public hearing scheduling and notice.</li> <li>• Decision-making review and action.</li> <li>• Post-decision actions and limitations.</li> </ul>
Evaluate Decision-Making Authority	<ul style="list-style-type: none"> <li>• Evaluate which application types should require public hearings, where more routine development applications would be delegated to staff review.</li> <li>• Consider establishing a new procedure for minor modifications (within defined parameters – e.g., up to 25%).</li> </ul>
Strengthen Approval Criteria	<ul style="list-style-type: none"> <li>• Redraft and strengthen the approval criteria to be objective and clear.</li> <li>• Provide examples of compliance with approval criteria where possible.</li> </ul>
Rethink Temporary Use Permits (TUPs)	<ul style="list-style-type: none"> <li>• Consider establishing distinct categories of TUPs for special events (e.g., festivals, craft shows) and temporary uses (Christmas tree lots, construction yards).</li> <li>• Tie temporary uses directly to the table of allowed uses.</li> </ul>

<b>Table 1: Summary of Recommendations</b>	
Create and Administrative Manual	<ul style="list-style-type: none"> <li>Consider relocating information that is either technical in nature, or otherwise not necessary, outside the LDC in some sort of an administrative manual, guidebook, or dedicated webpage on the City's website.</li> </ul>
<b>Create a More User-Friendly Document</b>	
Reorganize the Content of the LDC	<ul style="list-style-type: none"> <li>Reorganize the content of the LDC as proposed in the Annotated Outline later in this document.</li> </ul>
Incorporate Additional Graphics	<ul style="list-style-type: none"> <li>Integrate new graphics, tables, and illustrations that help convey complex information.</li> <li>Graphics should be considered for the following at a minimum: <ul style="list-style-type: none"> <li>Zoning districts</li> <li>Development standards</li> <li>Design standards</li> <li>Administration and procedures.</li> </ul> </li> </ul>
Modify the Numbering System	<ul style="list-style-type: none"> <li>Consider a more user-friendly numbering system.</li> <li>Style every line of text in Microsoft Word for easy updating and maintenance over time.</li> </ul>
Improve the Page Layout	<p>Establish a more aesthetically-pleasing and user-friendly code. Improvements may include the following:</p> <ul style="list-style-type: none"> <li>More dynamic headers, showing article, section, and subsection on each page.</li> <li>Consistent formatting and location of tables and graphics.</li> <li>Balance between text and white space.</li> <li>Clear and prominent hierarchy of heading titles (using color and/or bold fonts).</li> <li>Consistent indentation and nested text.</li> </ul>
Update the Definitions	<p>Update the definitions as follows:</p> <ul style="list-style-type: none"> <li>Consolidate the definitions into one location.</li> <li>Remove terms that are not used in the LDC.</li> <li>Remove regulatory language from definitions to the extent possible.</li> <li>Include more graphics for complex definitions, especially as they relate to terms of measurement.</li> <li>Define each specific use type and category.</li> <li>Clarify definitions for setbacks, lots, and lot lines.</li> <li>Reconcile definitions for engineering terms with current practice.</li> </ul>
Use Clear and Succinct Language	<ul style="list-style-type: none"> <li>Replace jargon, "plannerese," and "legalese" with plain language.</li> <li>Replace verbose text with more succinct language, applying a "less-is-more" philosophy.</li> </ul>
Reconcile Duplications and Inconsistencies	<ul style="list-style-type: none"> <li>Reconcile duplicative language (e.g., public notice and hearing requirements).</li> <li>Reconcile and clarify conflicting language.</li> </ul>

## 2. IMPLEMENT THE SEDONA COMMUNITY PLAN AND COMMUNITY FOCUS AREA PLANS

### Implement the Sedona Community Plan

The 2014 Sedona Community Plan is an expression of the community's vision, a guide for future growth, and a statement of community priorities. Several goals and policies in the Sedona Community Plan can be addressed through the LDC update, including but not limited to:

- Ensuring a balance of land uses and areas for concentrated mixed-use development, public gathering spaces, and transitions between established neighborhoods and commercial areas
- Improving circulation and creating a more walkable and bikeable community
- Preserving Sedona's scenic views
- Promoting an efficient use of land and minimizing paved areas
- Reflecting Sedona's historic and cultural heritage
- Providing housing diversity and affordability
- Protecting environmentally sensitive areas
- Maintaining a focus on sustainability

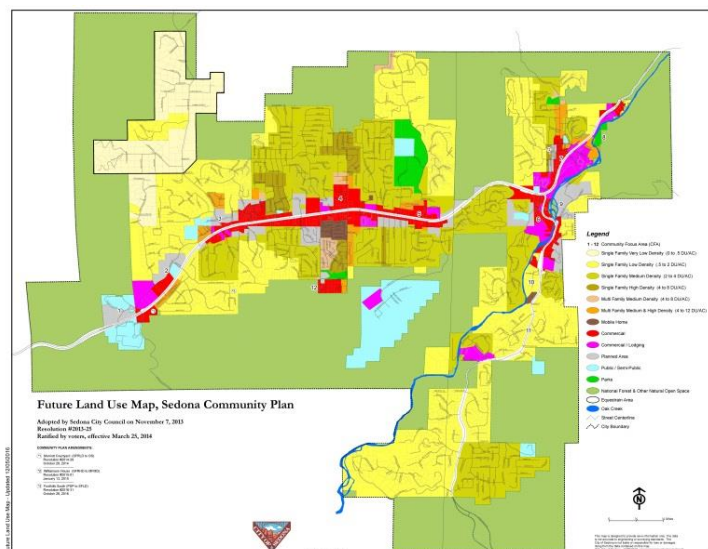
#### Sedona Community Plan says...

*Look for text boxes like this one throughout this LDC Analysis. They highlight important policy direction from the Sedona Community Plan that supports recommendations for implementation made in this report.*

In addition to these larger goals, the future land use map identifies the desirable land use patterns for future growth and development, which will inform the new lineup of zoning districts and land uses.

### Implement Community Focus Area Plans

The Sedona Community Plan identifies 13 Community Focus Areas (CFAs) to be studied further through specialized area plans. The LDC update will integrate strategies from adopted CFA plans as appropriate. As of February 2017, two CFA plans have been adopted (Western Gateway and Soldiers Pass) and the planning process for a third (Schnebly) is underway. As future CFA plans are developed, any relevant policies fleshed out during the CFA planning process may also be considered for integration into the LDC.

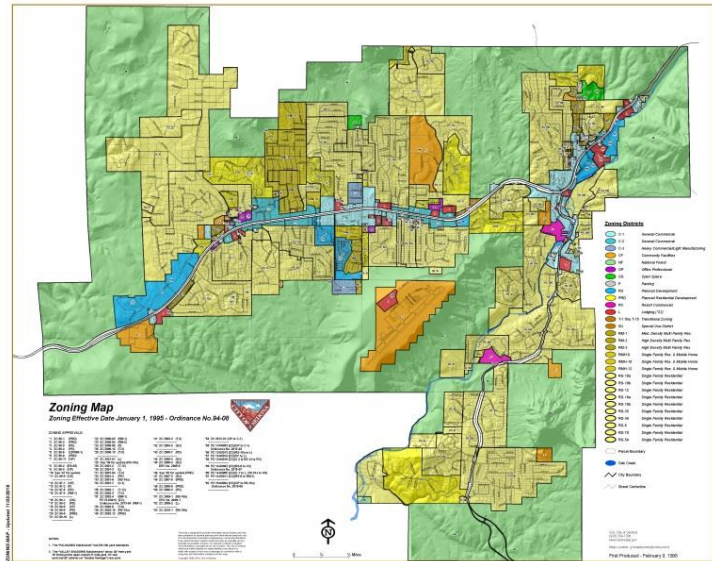


*The Future Land Use Map from the Sedona Community Plan identifies the types of uses and densities desired for various areas throughout the City.*



### 3. UPDATE THE ZONING DISTRICTS

A comprehensive update of a community’s land development regulations provides an opportunity to step back and review the current zoning districts to ensure they are appropriate for local goals and to implement adopted plans. The zoning districts in Sedona should accommodate a wide range and mixture of housing types, commercial and mixed-use development, institutional uses, and recreational opportunities. The current districts should be reviewed and updated as appropriate to more accurately reflect existing conditions and to open up additional opportunities for mixed-use in targeted areas.



The current Sedona zoning map. The lighter shades of yellow generally represent single-family residential zoning districts.

As part of the analysis of the current districts, the team considered the following:

- Is the intent of each district clear and does the district name match the intent?
- Is each district currently used, or are there districts that are obsolete and/or unnecessary?
- Are new types of districts needed in Sedona?
- Are there districts in place to implement the Community Plan and the CFA plans?
- Are any districts so similar in purpose and standards that they could be consolidated?

Within each district, the detailed standards should be reviewed and updated if necessary to reflect City goals and policies. For instance, we heard that increased density and height may be appropriate in some CFA areas, subject to strong design standards to preserve character and protect nearby neighborhoods.

Based on these considerations, the team proposes several changes to the current lineup of zoning districts as summarized in this section.

#### Consolidate Districts

Sedona has a relatively large number of zoning districts for a community of its size (in part dating to the consolidation of the city and county regulations many years ago when several pairs of nearly identical districts were carried forward). Some districts are so similar in terms of allowable uses and size, scale, and intensity of development that they should be considered for consolidation to simplify the LDC. The following districts are proposed for consolidation:

- Single-Family Residential (RS-6) and Single-Family and Mobile Home (RMH-6) districts. Consolidate into a single RS-6 (single-family residential) district.
- Single-Family Residential (RS-10a, RS-10b, and RS-12) districts. Consolidate into a single RS-10 (single-family residential) district.
- Single-Family Residential (RS-18a and RS-18b) districts. Consolidate into a single RS-18 (single-family residential) district.

- Single-Family Residential (RS-35 and RS-36) districts. Consolidate into a single RS-35 (single-family large lot) district.
- Single-Family and Mobile Home (RMH-10 and RMH-12) districts. Consolidate into a single RMH (single-family and mobile home) district and reconcile the lot and building standards.
- General Commercial (C-1 and C-2) districts. Consolidate into one CO (commercial) district.
- Resort Commercial (RC) and Lodging (L) districts. Consolidate into a single L (lodging) district.
- Planned Development (PD) and Planned Residential Development (PRD) districts into a single PD (planned development) district that can accommodate negotiated residential, mixed-use, and nonresidential developments.

The proposal to consolidate zoning districts generally results in the underlying purpose and character of the districts remaining intact. However, in some cases consolidation may result in changes to the land uses allowed and to the lot and building standards (e.g., setbacks and building height). These types of changes will be clearly identified during the drafting process. For example, consolidating the C-1 and C-2 districts would require reconciling allowable uses such as “automotive repair, general,” which is currently permitted in the C-2 district but requires a conditional use permit in the C-1 district. As another example, consolidation of the RS-35 and RS-36 districts would require reconciling the two minimum lot area requirements, which are 35,000 square feet and 36,000 square feet, respectively.

## **Eliminate Districts**

The lineup of districts also can be simplified (and the LDC shortened) by not carrying forward districts that are no longer needed, generally because they are not applied on the zoning map and are not expected to be used in the future.

### **Which Districts Should be Considered for Elimination?**

Consider eliminating several zoning districts because they are:

- Included in the LDC but have not been applied to the zoning map
  - Manufactured Home (MH) district
- Included in the LDC but are seldom applied to the zoning map
  - Single-Family Residential (RS-5A) district
  - Parking (P) district
- Not included in the LDC but have been applied to the zoning map
  - The Transitional (T) districts (T-2, T-3, T-9, T-12, and T-15) (These were replaced by the SU district in 2003)

### **What Happens to Eliminated Districts?**

Eliminating zoning districts requires updates to the LDC as well as the official zoning map. These changes can be accomplished using the following approaches:

- For any district included in the LDC but not applied to the zoning map (Manufactured Home (MH)), the district can simply be removed from the LDC and would no longer be an option for rezoning property in Sedona.
- The Single-Family Residential (RS-5A), Parking (P), and Transitional (T) districts are each applied to at least one property in Sedona yet are recommended for elimination. We recommend that the City retain these as “obsolete zoning districts.” The current lot and building standards and allowable uses would be carried forward in an appendix to the new LDC, and the properties no

new nonconformities would be created. However, no future rezoning would be allowed to any obsolete zoning district.

## Establish Mixed-Use Districts

Mixed-use areas are characterized by a combination of residential and nonresidential land uses, along with pedestrian-friendly design features and an active streetscape. The Sedona Community Plan sets an expectation for more mixed-use development in the future. Some of the CFA areas in particular may be locations where mixed-use development would be appropriate. The current LDC does not have any mixed-use districts by name, yet some of Sedona’s districts are clearly intended to allow mixed use.

Moving forward in the new LDC, the City should consider establishing a range of new districts that explicitly allow and encourage pedestrian-friendly mixed-use development in a range of different contexts. For discussion purposes, this report proposes three districts: neighborhood, employment, and activity centers. Two of these could be created by simply renaming existing districts (CN to M1 – mixed-use neighborhood, and OP to M2 – mixed-use employment), and the third would require establishing a new district (M3 – mixed-use activity center). These are described in further detail in Table 2 below along with other renamed and new districts.

### Sedona Community Plan says...

*“Ensure that a balance of land uses is maintained and identify general areas for concentrated, mixed use development, public gathering spaces, and land use transitions to provide healthy and sustainable residential neighborhoods and commercial areas...” p. 53*

## Rename Districts

Consider renaming some of the current zoning districts to be consistent with the intent of the district in terms of intensity and uses. The following districts could be renamed during the LDC update:

- Rename the RM-2 (medium density multifamily) district to RM-2 medium-high density multifamily district to establish a clearer hierarchy between the multifamily districts.
- Rename CN, neighborhood commercial, to M1, mixed-use neighborhood. This new name retains the intent of a primarily residential district with neighborhood-scale commercial uses. The CN district has never been applied to a property in Sedona.
- Rename the OP, office professional, to M2, mixed-use employment. This new name makes it clear that a mixture of office and limited residential uses are intended to be located in the district.
- Rename the C-3, heavy commercial/light manufacturing, to IN, light industrial. This new name reflects the intended use of more industrial uses (where things are made) versus traditional “commercial” uses (where things are sold).

## Establish New Districts

While the general approach is to shorten the district lineup, there are three new districts proposed for consideration:

- **M3, mixed-use activity center district**, to accommodate a mix of uses in Sedona’s primary and secondary activity centers, with a focus on walkability and connectivity; and
- **UE, Uptown entertainment district**, which could be applied as an overlay district using a City-designated entertainment district (pursuant to A.R.S. §4-207) as a starting point. This overlay

district could introduce area-specific development standards to address considerations for parking and entertainment uses that would complement an established entertainment district.

- **OC, Oak Creek heritage district**, which the City is considering as a potential implementation mechanism for the Schnebly CFA Plan. The advantage of creating this new district is that it can be tailored for the Schnebly CFA planning area with unique standards. However, a new district could create an unnecessary layer of complexity, and the district goals could potentially be addressed through other tools in the LDC, such as area-specific use and development standards. The City is considering these factors and further discussion on this topic will be explored during the drafting phase.

## Mapping the New Zoning Districts

The new lineup of zoning districts in Sedona will require a revised zoning map that reflects the various district updates included in the new LDC discussed above. For example, if the RS-35 and RS-36 districts are consolidated as proposed below, each property currently designated RS-36 would need to be converted to RS-35 on the new zoning map.

City staff conducted a zoning and land use mapping analysis to assess how many acres and parcels fall within each current vs. proposed zoning designation. That analysis will help inform the conversion map process and should result in a new map that accurately reflects the direction established in the Sedona Community Plan. In most cases, individual parcels will likely require only a simple “one-to-one” conversion (e.g., properties currently zoned “C-1” are re-mapped to “CO” to reflect the new naming convention). In some cases, however, City staff may need to conduct additional research to verify the appropriate conversion based on existing land uses or other factors.

In addition to converting existing zoning districts to the appropriate renamed or consolidated district, the City may also consider applying some of the new zoning districts established in the new LDC. For example, there is not currently a district that would convert to the proposed new M3 (mixed-use activity center) district. To apply this new district, and any associated standards, a rezoning of an existing property would have to be approved. Cities often wait until after a code is adopted to consider either legislative rezoning (large areas of the City at one time) or rezoning individual properties.

## Summary Tables of Proposed Zoning Districts

### Translating Current Districts to Proposed Districts

The following table shows how each of the current zoning districts would translate to the new lineup of zoning districts if all of the recommendations are implemented. There would be 20 base or planned zoning districts, down from the current 33. The far-right hand column in Table 2 indicates the required mapping needs to convert the current lineup of zoning districts into the proposed lineup following the recommendations throughout this section.

<b>Table 2: Proposed Sedona Zoning Districts</b>			
<b>Current District</b>	<b>Proposed District</b>	<b>Comments</b>	<b>Mapping Change</b>
<b>Residential Districts</b>	<b>Residential Districts</b>		
RS-5A single-family residential	--	District is seldom used. Carry forward in appendix as obsolete district, not in main LDC.	Retain as an obsolete district. City would initiate future rezoning to implement Sedona Community Plan.
RS-70 single-family residential	RS-70 large lot single-family residential	Carry forward.	No change.
RS-36 single-family residential	RS-35 large lot single-family residential	Consolidates two residential districts based on similarities between purpose statements, allowed uses, and lot and building standards.	RS-36 properties would be renamed to RS-35 to reflect consolidation.
RS-35 single-family residential			
RS-18a single-family residential	RS-18 single-family residential	Consolidates two residential districts based on similarities between purpose statements and allowed uses. Need to reconcile different lot coverage requirements (RS-18a is 25 percent and RS-18b is 30 percent).	Properties would be renamed to RS-18 to reflect consolidation.
RS-18b single-family residential			
RS-12 single-family residential	RS-10 single-family residential	Consolidates three single-family residential districts based on similarities between purpose statements, allowed uses, and lot and building standards.	Properties would be renamed to RS-10 to reflect consolidation.
RS-10a single-family residential			
RS-10b single-family residential			
RS-6 single-family residential	RS-6 single-family residential	Consolidates the high-density single-family and high-density single-family and mobile home districts based on similarities between lot and building standards.	RMH-6 properties would be renamed to RS-6 to reflect consolidation.

**Table 2: Proposed Sedona Zoning Districts**

<b>Current District</b>	<b>Proposed District</b>	<b>Comments</b>	<b>Mapping Change</b>
<b>RMH-6</b> single-family residential and mobile home		Mobile and manufactured homes are not currently permitted in the RS-6 district but are permitted in the RMH-6 district, which would be reconciled with the consolidation.	
<b>RMH-12</b> single-family residential and mobile home	<b>RMH</b> single-family and mobile home	Consolidates two single-family and mobile home districts based on similarities between purpose statements and allowed uses. Need to reconcile lot area requirements, which are currently 12,000 sf and 10,000 sf.	RMH-12 properties would be renamed to RMH to reflect consolidation.
<b>RMH-10</b> single-family residential and mobile home			
<b>RM-1</b> medium density multifamily	<b>RM-1</b> medium density multifamily	Carry forward.	No change.
<b>RM-2</b> high density multifamily	<b>RM-2</b> medium-high density multifamily	Carry forward but renamed to reflect medium-high density.	No change.
<b>RM-3</b> high density multifamily	<b>RM-3</b> high density multifamily	Carry forward.	No change.
<b>MH</b> manufactured home	--	Do not carry forward because the district has never been applied.	No change; district was never applied to map.
<b>PRD</b> planned residential	--	Consolidate with PD district.	Retain on map as an obsolete district.
<b>Commercial Districts</b>	<b>Commercial and Mixed-Use Districts</b>		
<b>CN</b> neighborhood commercial	<b>M1</b> mixed-use neighborhood	Rename the district and refine uses to be consistent primarily residential district with limited commercial.	CN properties would be renamed to M1.
<b>OP</b> office professional	<b>M2</b> mixed-use employment	Rename the district and refine uses to be consistent with more of an employment center district with limited residential uses.	OP properties would be renamed to M2.

Table 2: Proposed Sedona Zoning Districts			
Current District	Proposed District	Comments	Mapping Change
--	<b>M3</b> mixed-use activity center	New district intended to accommodate a mix of uses in Sedona’s primary and secondary activity centers, with a focus on walkability.	No immediate change. District could be applied through future rezoning applications.
<b>C-1</b> general commercial	<b>CO</b> commercial	Consolidate the C-1 and C-2 districts and rename it to commercial.	Properties would be renamed to CO to reflect consolidation.
<b>C-2</b> general commercial			
<b>C-3</b> heavy commercial/light manufacturing	<b>IN</b> light industrial	Rename to be consistent with the purpose of the district.	C-3 properties would be renamed to IN.
<b>RC</b> resort commercial	<b>L</b> lodging	Consolidate the RC and L districts based on similar uses. The RC district has only been applied to two properties. Evaluate and clarify the language, evaluate appropriate densities for lodging and residential uses, consider mixed-use opportunities, and evaluate affordable housing options.	The RC properties would be changed to L to reflect consolidation.
<b>L</b> lodging			
<b>Supplementary Districts</b>	<b>Other Nonresidential Districts</b>		
<b>PD</b> planned development	<b>PD</b> planned development	Consolidate the current PD and PRD districts into a single PD district. Recommend removing use standards, which would be negotiated with the PD approval procedures.	No change.
<b>CF</b> community facilities	<b>CF</b> community facilities	Carry forward.	No change.
<b>P</b> parking	--	Do not carry forward because the district is seldom used. Area-specific parking standards can be applied through development standards and district-specific standards.	City-owned properties currently zoned P would be mapped as CF (and parking added as a use in that district). All other properties would remain P on the map as an obsolete district.

<b>Table 2: Proposed Sedona Zoning Districts</b>			
<b>Current District</b>	<b>Proposed District</b>	<b>Comments</b>	<b>Mapping Change</b>
<b>OS</b> open space and recreation	<b>OS</b> open space and recreation	Carry forward.	No change.
<b>NF</b> national forest	<b>NF</b> national forest	Carry forward.	No change.
<b>T</b> transitional	--	Do not carry forward. These were replaced by the SU district.	T properties would be renamed SU.
<b>SU</b> special use	<b>SU</b> special use	Carry forward. The SU is intended to be applied to the Planned Area designations in the Sedona Community Plan that are not covered by an adopted CFA Plan. The current district reflects the language of the previous Community Plan.	No change.
	<b>Overlay Districts</b>		
<b>H</b> historic	<b>H</b> historic	Carry forward.	No change.
--	<b>UE</b> Uptown entertainment district	Could be applied as an overlay district using a City-designated entertainment district (pursuant to A.R.S. §4-207) as a starting point. This overlay district could introduce area-specific development standards to address considerations for parking and entertainment uses that would complement an established entertainment district.	No immediate change. District could be applied through future City-initiated application.



### Implementing the Future Land Use Map

This next table below shows how each of the future land use designations in the Sedona Community Plan would translate to the proposed lineup of zoning districts if all of the earlier recommendations were implemented.

<b>Table 3: Future Land Use Designations and the Proposed Lineup of Sedona Zoning Districts</b>	
<b>Sedona Community Plan Future Land Use Designation</b>	<b>Land Development Code Proposed District</b>
Single-family very low density	<b>RS-70</b> large lot single-family residential
Single-family low density	<b>RS-35</b> large lot single-family residential
Single-family medium density	<b>RS-18</b> single-family residential
	<b>RS-10</b> single-family residential
Single-family high density	<b>RS-6</b> single-family residential
Single-family medium and high density	<b>RMH</b> single-family and mobile home
Multifamily medium density	<b>RM-1</b> medium density multifamily
Multifamily medium and high density	<b>RM-2</b> medium-high density multifamily
	<b>RM-3</b> high density multifamily
	<b>M1</b> mixed-use neighborhood
Commercial	<b>M2</b> mixed-use employment
	<b>M3</b> mixed-use activity center
	<b>CO</b> commercial
	<b>IN</b> light industrial
	<b>L</b> lodging
Commercial/lodging	<b>L</b> lodging
Planned area	Various, including <b>PD</b> (planned development)
Public/semi-public	<b>CF</b> community facilities
Parks	<b>OS</b> open space and recreation
National forest and other natural open space	<b>NF</b> national forest
--	<b>SU</b> special use
--	<b>H</b> historic
--	<b>UE</b> Uptown entertainment district

## 4. ENHANCE THE USE REGULATIONS

Beyond the lineup of zoning districts, the various land uses allowed within each of the districts are an important element of any zoning ordinance. Sample land uses include “single-family residential,” “general retail,” and “bed and breakfast.” Even contemporary form-based codes that attempt to prioritize physical design over use still define and regulate land uses to some extent. This comprehensive zoning update project provides an opportunity to revisit the way in which Sedona defines, categories, and regulates various land uses. This section recommends several improvements for the City’s consideration.

### Prepare a Table of Allowed Uses

The current LDC itemizes each allowable use in numbered lists for every district in Article 6 – District Regulations, stretching the article to dozens of pages in length. For example, the C-1 General Commercial District lists 73 individual allowed uses, with an additional two dozen allowed subject to conditional use permit. The uses are listed alphabetically and not grouped by type, so unrelated uses appear one after another (e.g., mortuary, newspaper store, and nursery). Not only is this cumbersome in terms of document size, but it also makes it difficult to compare allowable uses across zoning districts.

Modern zoning ordinances typically include a table of allowed uses, with rows representing land use categories and specific use types, and columns representing the zoning districts. This format allows quick comparison of the allowable uses in each zoning district, and eliminates the potential for inconsistencies over time as uses are updated. A sample use table (excerpt) from another community is shown below.

<b>Table 4.2-1: Allowed Uses – Town of Carbondale</b>		<b>Residential Districts</b>					<b>Commercial and Mixed-Use Districts</b>				<b>Other Non-Residential Districts</b>				<b>Use-Specific Standards</b>
P = permitted use C = conditional use		AG	OTR	R/LD	R/MD	R/H/D	C/T	CRW	HCC	MU	O	T	PF	-	
Use Category	Use Type														
<b>RESIDENTIAL USES</b>															
Household Living	Dwelling, duplex				P	P									
	Dwelling, live/work			C	C	C	P	C	P	P				P	4.3.2A
	Dwelling, manufactured/factory-built home or modular structure (IBC or IRC homes, not HUD)	P	P	P	P	P				C					4.3.2F
	Dwelling, multi-family				C	C	P	S	P	P					4.3.2B
	Dwelling, single-family attached				C	P				C					4.3.2C
	Dwelling, single-family detached	P	P	P	P	P									4.3.2D
	Mobile home park				S	S									
Group Living	Adult day care			C	C	C	P	P	P	P					
	Assisted living facility				S	S	P	S	S	S					
	Group home	C	C	C	C	C	C	C	C	C					4.3.2E
	Nursing home				S	S	S	S	S	S					
<b>PUBLIC, INSTITUTIONAL, AND CIVIC USES</b>															
Community and Cultural Facilities	Civic building						P	P	P	P			P	P	
	Club or lodge						C	C	C	C					4.3.3A
	Community center		C	C	C	C	C	C	C	C					
	Convention hall						C	C	C	P			P		

This is an excerpt from the allowed uses table in Carbondale, Colorado, which was adopted in 2016. The “P”s represent uses that are permitted by right, “C”s represent conditional use permit, “S”s represent special use review, and a blank cell indicates that the use is prohibited in that zoning district. The far right column links the reader to use-specific standards, where applicable.

The new table can be a helpful resource for consolidating key information. Beyond the uses themselves, a table can identify:

- **Accessory and temporary uses.** The table should include sections for accessory and temporary uses at the end of the table, identifying the appropriate districts for each of these types of uses. This helps the user understand the difference between primary and accessory or temporary uses. Accessory uses are incidental and subordinate to a primary use on the same lot. Temporary uses are allowed in a zoning district for a limited and fixed period of time.
- **Use-specific standards.** A column includes cross-references to use-specific standards, which are additional requirements that are specific to a use type. Cross-referencing those standards in the use table communicates to the reader that, although the use may be allowed by right, there are additional standards that must be addressed.
- **Parking standards.** Some communities integrate the minimum required parking spaces for each specific use type in the table of allowed uses, rather than having a separate parking requirements table elsewhere in the document. The advantage of doing so is that, as the types of uses change over time, this method prevents inconsistencies between the two tables. The disadvantages are that it can make the table lengthy and more complex, and that including parking requirements outside of the parking standards section of the LDC may not be intuitive to all code users.

## Categorize, Define, and Consolidate Use Types

The current LDC is more specific than it needs to be when describing allowable land uses. For example, in the C-1 district lists mentioned above, specific use types include “stamp and coin shops” and “hobby shops,” both of which are simply types of general retail establishments.

As part of developing a new table of allowed uses, the City should categorize specific use types within larger categories and subcategories. In the example table above, the specific use type of “adult day care” falls within the category of “residential uses” and the subcategory of “group living.” Providing this hierarchy of uses is a more logical way to organize uses compared to the current numeric list of uses in the LDC, and allows the City to make decisions on future proposed uses that are unlisted in the table.

Each use category, subcategory, and specific use type should also be defined, providing clear examples of the types of activities that are encapsulated by a specific use type. For example, a definition for the term “retail” may be drafted to include many of the current land uses listed in the LDC, such as “florist shops,” “hobby shops,” “pet shops,” “sporting goods stores,” and others that are commonly referred to as retail. The land-use impacts of a florist shop and a hobby shop are similar: customers arrive with the intent of browsing or purchasing goods. The same logic should be applied to personal service uses such as “barber and beauty shops” and “tailor shops,” where again the impacts of such uses are similar.

Part of this exercise should include review and likely removal of many unnecessary or antiquated use types. Examples include “dairy product stores,” “stamp and coin shops,” and “telegraph offices,” and “travel agencies.” Some of these are candidates to fold into larger categories, while others such as



*A residence in Sedona's RMH-12 zoning district.*

telegraph office are no longer common use types.

## Diversify Housing Types

As part of the development of a new table of allowed uses, the City should consider expanding the types of dwellings to provide a greater diversity of living options as well as improving affordability. For example, the current LDC allows “single-family dwellings” and “multiple dwelling units and apartments” in the RM-2 (high density multifamily residential district). Although the definition of “dwelling, multiple” appears to allow for a variety of housing types to be considered, it is not immediately clear what types of dwellings are intended to fit within the character of the RM-2 district.

The City should consider expanding the types of dwelling units in the table of allowed uses to include various use types between single-family detached housing and apartment buildings. Additional uses to consider include:

- **Two-family dwellings** (duplexes)
- **Single-family attached dwellings** (townhouses)
- **Live-work units** (where the owner of a business also resides in a separate space within the same building or unit)
- **Small-scale multi-family** (such as garden apartments or stacked three- or four-plexes)
- **Condominiums** (attached for-sale units or multiple detached housing units on a single lot)
- **Co-housing** (detached housing with shared common amenities either on a single lot or in a condominium arrangement)
- **Tiny homes.** Living tiny is an increasing trend in communities across the country, with varying approaches to handling them through building and zoning codes. Clarion has conducted substantial research on this topic and will work with Sedona to develop an appropriate strategy for addressing them in the LDC.<sup>1</sup> Accommodating tiny homes goes well beyond simply allowing them or prohibiting them. We do not recommend establishing a specific land use for “tiny homes,” but rather addressing them throughout the LDC in use and subdivision regulations. The City should consider:
  - How tiny homes on trailers are different than a recreational vehicle or mobile home?
  - Whether tiny homes should be accommodated as a single-family home on a lot, or through a condominiumization process with common facilities shared by several tiny home owners?
  - Whether tiny homes should be required to connect to City infrastructure and utilities?
  - Which districts are appropriate for tiny home development?
  - How tiny homes would be reviewed by current life-safety/building regulations?

Presenting these additional uses in the LDC communicates to the development community and Sedona residents that the City intends to accommodate a range of housing types at a variety of price points.

### Sedona Community Plan says...

*“A sustainable community offers a range of housing types by providing opportunities for people to live near jobs, shopping, and services, which enable shorter trips, the use of alternative transportation, and a reduction in traffic congestion.”*  
p. 23

<sup>1</sup> To view Clarion’s webinar on tiny homes, visit: [https://www.youtube.com/watch?v=3aPMO9\\_A1qU](https://www.youtube.com/watch?v=3aPMO9_A1qU)

## Consider Standards for Uses that are not Currently Addressed in the LDC

Many land uses that are emerging across the country are not currently addressed in the LDC. The LDC update should incorporate new uses that either exist today in Sedona, or are expected to develop in Sedona in the near future.

- **Breweries, distilleries, and wineries.** These types of uses are increasingly popular across the country. In Sedona, the LDC should address these uses by including them as a specific use type in the table of allowed uses and should consider use-specific standards that address outdoor dining areas, storage of raw and processed materials, tasting facilities, and potentially differentiating between types of facilities (e.g., craft breweries vs. larger breweries with distribution and/or bottling activities).
- **Fleet services.** Fleet services have different impacts than other parking areas. The LDC should address not only the appropriate locations for fleet vehicles, but also Sedona-specific issues such as golf-cart shuttles (e.g., storage and operations).
- **Urban agriculture.** Sustainability is a broad goal of the Sedona Community Plan, and accommodating urban agricultural uses helps build a more resilient and sustainable community. For Sedona, urban agricultural uses may include community gardens, produce stands, and potentially even small-scale farms and nurseries. It also may include accessory uses such as urban chickens and beekeeping.
- **Expanded restaurant types.** The current LDC broadly allows restaurants in several zoning districts under the land use type called “restaurants and outdoor seating areas, including sale of alcoholic beverages.” We recommend expanding restaurant uses into a few distinct use types to refine the regulations to better address impacts of the various types of restaurants. For example, should coffee shops with limited food service be treated differently (and perhaps allowed more broadly) than traditional restaurants? Should drive-through uses and outdoor dining be addressed either as an accessory use or through use-specific standards for restaurants? The City may also wish to consider separate standards for food-preparation facilities (currently “catering establishments”), where food is prepared in commercial kitchens for delivery or off-premises consumption.
- **Food trucks.** The LDC could propose standards for food trucks, which are generally not discussed in the current regulations. Standards often considered in other communities include locations where the trucks are allowed, access, and hours of operation. Links are sometimes included in a zoning code to applicable licensing requirements.

## 5. CLARIFY AND SIMPLIFY THE DEVELOPMENT STANDARDS

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The City of Sedona has done much more than many communities, both in Arizona and around the country, to establish standards that regulate the quality of new development. Over many years, City officials have developed a thoughtful mix of standards that address a variety of important site and building design issues. The attention paid to development quality is understandable, given the importance of protecting Sedona’s unique sense of place and character in order to maintain a high quality of life and thriving tourism-based economy.



*A site under development along Highway 179.*

The LDC’s standards regarding development quality range from the broad array of site and building design standards in the Design Review Manual (which technically is Article 10 of the LDC), to freestanding articles that focus on specific topics like grading and drainage. The challenge moving forward will be to take the adopted standards to the next level by:

- Providing more certainty—specifically, by removing vague language and rewriting ambiguous standards, and by clarifying the distinction between standards and guidelines;
- Ensuring that all standards work together, by eliminating repetition and clarifying which standards control in case of conflict; and
- Providing greater flexibility (through menus and options) to achieve compliance with the LDC while still not restricting creativity.

The following sections discuss several substantive areas where revisions or additions to current standards are recommended.

### **Clarify the Organization and Applicability of the Development Standards**

An essential component to preserving Sedona’s special character and scenic beauty is regulating how sites are developed and how individual buildings are designed. In the LDC, the standards addressing such issues generally are in two locations: Article 9, Development Standards, and Article 10, Design Review Manual. While the manual is technically located within the LDC, it has a unique format and organization (different than the rest of the LDC) and functions somewhat as a freestanding document.

It is unclear how the often-broad design principles and standards in Article 10 relate to the development standards in Article 9. There is a mixture of advisory and mandatory compliance language in Article 10 that should be reconciled to clarify the city’s expectations for new development. The LDC update project should include a thorough review of the existing Article 10 material to determine its intended applicability – either as a mandatory standard or an optional guideline.

Articles 9 and 10 should be considered for consolidation, with the mandatory material remaining in the LDC, and the optional guidelines removed to a separate document or rewritten as a requirement. Standards related to building design from both articles would be located in a single building design section; standards related to lighting from both articles would be located in a single lighting section, and so forth..

Ultimately, the updated and consolidated development standards should follow a similar structure as the rest of the LDC, with a consistent page layout and numbering system. Outdated material such as references to old plans should be removed. Most of the photos used in the current design standards are high quality and reflect the intended results of the standards and should be carried forward.

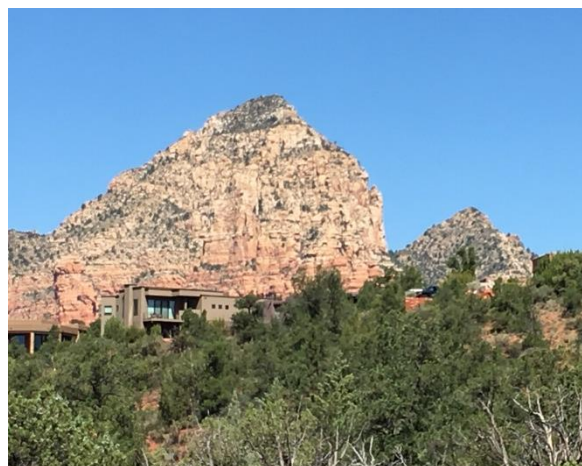
Additionally, Article 19 (Main Street and Character Districts Design Manual) will be reviewed for material that could potentially translate into standards for broader citywide application. Such standards will be combined with the development standards in current Articles 9 and 10.

## **Update the Lot and Building Standards**

We heard substantial feedback from staff and the development community related to the administration of lot and building standards in Sedona. The current standards should be updated to be more flexible, to reflect current building practices, and to protect the character of existing Sedona neighborhoods. Generally, lot and building standards should be located in a stand-alone section of the development standards article. More detail on the organization of the proposed LDC can be found in the Annotated Outline later in this document. The City should consider the following changes to the lot and building standards:

### **Revise Height and Massing Standards**

The current Sedona height regulations (Section 903) are overly complex and verbose. The height regulations should be presented in tables where practicable instead of several paragraphs of text, and information that is currently repeated should be consolidated into a single location. Building height requirements should be separated from height requirements for walls and fences. It is not intuitive to look for wall and fence standards in the height regulations section of the LDC. Building massing requirements should also be separated from height requirements, since they are more related to building and site design than they are to height.



*Sedona's complex height requirements are partially intended to ensure that development generally follows topography like the house shown here.*

### **Strengthen Building Step-Back Requirements**

Protecting established neighborhoods from incompatible development is a key feature of most zoning codes. Current height standards generally limit building height to 15 feet within 10 feet from the front setback line in certain circumstances (only for commercial properties, and only when the finished floor of the building is higher than the adjoining road surface). There also is a step-back requirement for commercial, lodging, and public/semi-public buildings that are constructed within 30 feet of adjacent residentially zoned property. The City should consider strengthening the step-back provisions to apply to all new development that is adjacent to existing residential development, where the first floor may be located at the required setback line, but upper stories would have to be "stepped back" from lower floors so that the mass and scale of the building does not overpower surrounding development. As an example, the City could require upper stories of multifamily or commercial development to step back upper stories by a minimum of 10 to 15 feet within 100 feet of a single-family residential properties and/or zoning districts.

### **Simplify Density Controls**

The current LDC, depending on the zoning district, can require compliance with height requirements, maximum density, lot coverage standards, minimum setbacks, minimum lot width and depth, and floor area ratio (FAR). Each of these standards individually is intended to establish maximum density controls and to control the amount of impervious surface developed in Sedona. When taken collectively, these controls are overly complex and redundant. The City should consider eliminating FAR controls (either citywide or for some districts), since the size and scale of the building and its position on the lot is already covered by the lot size requirements, building coverage requirements, setbacks, and maximum height. The City should also consider establishing maximum impervious lot coverage standards as discussed later in this analysis.

### **Clarify Terms of Measurement**

Many of the lot and building standards require clarification on how those standards are measured, and could be further enhanced with illustrations. Examples include front, side, and rear setbacks, especially for corner lots and double-frontage lots (with two streets on either side of the property), irregular lot shapes (triangular or flag lots), lots within a cul-de-sac, and lots on private easements. The LDC should also clarify what types and to what extent structures or components of a structure can project beyond height or setback limitations (e.g., covered porches vs. decks).

### **Consider Establishing Maximum Impervious Lot Coverage Standards**

As part of the LDC Update, the City should consider establishing maximum limits for impervious lot coverage that go beyond the current building coverage maximums to adequately address Sedona's water quality and runoff concerns. Such standards should be discussed in tandem with other lot and building standards to ensure consistency throughout the LDC.

## **Generally, Focus on Infill and Redevelopment**

Most development in Sedona will come in the form of infill (development of undeveloped land that is surrounded by existing development) or redevelopment (where existing development is rehabilitated, expanded, or razed and rebuilt). Because of this, a one-size-fits-all approach to regulating development will not work in Sedona.

Infill and redevelopment parcels often present specific challenges ranging from environmental cleanup (e.g., a former gas station site) to compatibility with surrounding, built-up neighborhoods. Although site-specific challenges cannot be eliminated altogether, well-drafted regulations need not add an unnecessary layer of complexity to these context-sensitive areas.

The new LDC should be calibrated to encourage and achieve high-quality reinvestment on these important sites. The City should consider opportunities where standards could be more flexible in such cases. Examples of areas where infill and redevelopment should be addressed in the new regulations include:

- Lot and building standards. Overly restrictive setback, height, minimum lot area, and minimum open space requirements can diminish the possibility for redevelopment or infill on a vacant lot.
- Development standards. Once required landscaping, parking, and loading standards have been met, many infill sites prevent a project from "penciling out" financially. One way to help make a development more financially feasible is to reduce minimum parking requirements, where possible, without harm to surrounding neighborhoods. For example, parking and loading requirements could be reduced for smaller commercial infill sites. Such thresholds will be



discussed in greater detail during drafting and will require calibration to the minimum lot area standards for zoning districts.

- Permitted uses. A broader list of allowable uses can also help Sedona encourage infill and redevelopment.

## Improve Other Specific Development and Design Standards

### Update Color Regulations

The current approach to regulating colors in Sedona is relatively complex compared to most cities around the country. It has been developed to ensure that new buildings blend in with the natural colors of the high desert landscape and Sedona’s unique topography. While the system has resulted in some outstanding projects, we heard that some adjustments should be considered. Challenges noted include enforcement of chroma limitations, the need to adjust light reflectance values (LRV) for large buildings, and difficulties with understanding and applying the Munsell color system. The City should consider the following changes to how it regulates color:

- Continue to require colors (including signage) that reflect the natural environment in Sedona;
- Adjust the allowable Munsell hues to prohibit undesirable colors such as purples and yellows;
- Adjust LRV to require darker colors as the minimum standard, especially for larger buildings (instead of only with the height incentive);
- Eliminate the chroma value standards and identify appropriate earth tones and neutral colors for Sedona;
- Require applicants to submit a color sample with an assigned LRV value to facilitate proper review of custom colors by staff; and
- Include graphics (e.g., to improve understanding of the Munsell color system).



*This home demonstrates appropriate colors and LRV values used to blend in with Sedona’s natural landscape.*

### Strengthen Access, Circulation, and Connectivity Standards

The Sedona Community Plan places an emphasis on walkability and circulation, recognizing the current challenges with traffic and a lack of connected neighborhoods and activity centers. We also heard from stakeholders including staff that there are issues both in terms of internal circulation (within a site) and external circulation (access and connections between sites).

Some existing regulations address access, circulation, and connectivity in the subdivision design standards (Section 706) and in the off-street parking and loading standards (Section 912), but they are minimal and should be strengthened. For example, adjoining lot connections for parking lots are “encouraged” rather than “required.” Additionally, the Design Review Manual (Article 10) has a section on linkage and circulation that addresses pedestrian and vehicular connections and relationships to adjacent

#### **Sedona Community Plan says...**

*“Create a network of pedestrian and bicycle improvements and connections linking neighborhoods, activity centers, and popular destinations, and promote walkable, bike-able connections to transit stops.”  
p. 66*

development. As part of the update, some of those “guidelines” could be applied more broadly as standards in Sedona.

The updated LDC should include a distinct section addressing access, circulation, and connectivity, including standards for how platted parcels that will accommodate multiple buildings will include circulation standards for both automobiles and pedestrians through streets, alleys, pathways, and sidewalks between buildings. This new section should also address when sidewalks need to be installed, whether they are required on both sides of the street and whether those standards apply broadly or only within certain zoning districts.

### **Improve Parking Standards**

The current parking standards are working well in some areas but not in others. For example, there are many areas in the City where there is an abundance of available parking, even during peak hours. There are also areas such as Uptown that are intended to be more pedestrian-friendly and where parking reductions may be considered. The City should consider the following updates:

- Establish minimum parking requirements for each land use identified in the table of allowed uses. The number of required parking spaces should be based on enforceable measures such as gross floor area or dwelling units – not employees or beds.
- Consider more flexible parking standards for infill and redevelopment. For example, exempt lots smaller than 5,000 square feet from parking requirements.
- Clarify review procedures for how unlisted uses will be assigned a parking requirement, and how the City will address changes in tenants (which happens frequently).
- Consider authorizing the establishment of a fee-in-lieu program for Uptown, and potentially for other activity centers in Sedona.
- Consider authorizing a broad range of strategies for applicants to reduce their required parking (e.g., shared parking, parking for compact cars, parking for electric vehicles, additional bicycle parking, and carpool or vanpool spaces). Some modern codes include specific parking reduction formulas for these types of incentives, and others require case-by-case negotiation (much like the current parking study requirement and Director’s approval for reducing parking for combination of uses in Section 912.02C).

The City is also underway with a Transportation Master Plan “*Sedona in Motion*,” which will inform the LDC update in terms of potential solutions. That plan is expected to be completed in May 2017, which should allow incorporation of those concepts into the new LDC. Some of Sedona’s parking solutions may be developed outside the LDC, such as a citywide parking management strategy.



*Sedona’s parking standards should be updated to reflect challenges within certain activity centers and with certain land uses.*

#### **Sedona Community Plan says...**

*“Require parking standards that are consistent with mixed and shared uses, promote efficient use of space, and minimize asphalt coverage.” p. 53*

### Improve the Landscaping Standards

Landscaping is an important element of Sedona’s character. The City regulates landscaping not only for functional reasons like protection of water quality and reduction of stormwater runoff, but also to enhance the aesthetic appearance of new development. The following improvements should be considered during the LDC update:

- Expand the purpose statements to clarify that a variety of objectives are important in new landscaping -- not only drought-tolerance and low-water use, but also aesthetic factors, species, variety of plants used, and compatibility with the site’s surroundings.
- Increase the minimum amount of native landscaping (currently 50 percent) for required landscaping, but allow non-native species for any landscaping provided beyond the amount required.
- Distinguish streetscape standards from other site landscaping requirements. For example, the types and quantities of plants may be different for areas along visible corridors than for areas within the site or within parking areas.
- Establish edge buffer standards for transitions between low-density residential and nonresidential and/or higher density residential uses.
- Establish flexible landscaping standards for infill and/or especially small sites.
- Establish landscaping standards for single-family residential uses.
- Enhance the tree preservation standards to address tree-topping, and to clarify tree removal and replacement criteria and procedures.
- Refine the approved plant list (Appendix A of the Development Review Manual) to identify species that are most appropriate in Sedona and those that should be prohibited.



*The City should consider distinguishing the types and amount of landscaping required along the streetscape versus internally to the site.*

### Improve Grading and Drainage Standards

Grading and drainage standards are dispersed in the current LDC and should be consolidated, with any conflicting standards reconciled. For example, the cut and fill standards and steep driveway standards in the subdivision regulations for hillside subdivisions (Section 706.08) are different than those in Section 810.07 addressing cuts generally. There are also grading and drainage guidelines in Article 10 that should be reconciled with Article 8 as they relate to slope stabilization and drainage ways.

Drainage standards should be reviewed to ensure compliance with the City’s municipal separate storm sewer system (MS4) permit. The City should also consider integrating low-impact development standards into the LDC, such as requiring development to use natural site features to drain and treat water instead of piped infrastructure whenever possible.

#### **Sedona Community Plan says...**

*“Establish standards for the use of low impact development practices to manage stormwater.” p. 78*

### Enhance Lighting Standards

The current lighting standards are generally working well in Sedona; however, they should be enhanced to accommodate new technologies (e.g., LEDs) and to further the City’s “dark sky” goals. City staff is working with Keep Sedona Beautiful and other stakeholders to identify potential standards from the new International Dark Skies Association model ordinances that could be tailored for Sedona. The lighting standards should be organized to distinguish standards for types of lighting fixtures, the illuminance levels of lighting (and how it is measured), glare standards, parking lot lighting, building lighting, and street lighting. Generally, the lighting standards should reinforce CPTED principles (Crime Prevention Through Environmental Design).

**Sedona Community Plan says...**  
*“Reevaluate and update the dark sky ordinance.” p. 124*

**Enhance Subdivision Design Standards**

The subdivision design principles and standards (Section 706) prescribe the standards for street layout and design, lot and block layout, and special standards for hillside development. Although the standards are thorough, we heard from staff that they sometimes conflict with other city code requirements and engineering standards. The standards also do not adequately address issues with unique lot scenarios (such as flag lots), and do not clearly state which improvement standards (Section 707) apply to land division and when such improvements should be completed.



*Sedona’s subdivision design standards should be clarified to address additional roadway standards and current engineering practices for new subdivisions.*

The subdivision standards should be cleaned up and clarified, and design standards should be placed in tables and in graphics to the extent possible. Along those lines, the current Table 7.1 – Standards for the Design of Public and Private Streets should be expanded to include additional roadway standards consistent with engineering practices and standards in Sedona. The minimum roadway standards should also clearly indicate that an applicant would need to all other City requirements (e.g., wet and dry utilities, and other easements) in addition to the minimum road width. Changes to the subdivision review procedures are recommended in the next section of this report. Any changes to the subdivision standards will be reviewed for compliance with State law.

## 6. STREAMLINE THE DEVELOPMENT REVIEW PROCEDURES

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The development review process is where we heard most of the critical feedback related to the current LDC. Although many stakeholders complimented the City's flexible approach to working with applicants, many expressed concerns related to the timeframes for review and the onerous procedures for public hearings, and the inability to predict whether or not a project will be approved.

### Establish Common Review Procedures

The LDC unnecessarily repeats procedural information. For example, the pre-application consultation procedure is described in the rezoning, development review, conditional use, variance, administrative waiver, and subdivision procedures, with only minimal variation. The LDC also repeats information related to submittal requirements, staff reports, and public hearing requirements. As these procedures change over time, each applicable section of the LDC must be updated.

Modern development codes typically consolidate standard review procedures that apply to multiple procedures. In doing so, the development codes are shorter and avoid unnecessary duplication and potential inconsistency. We recommend establishing a section for common review procedures that addresses the following procedural elements at a minimum:

- **Pre-application consultation.** Designate appropriate staff for each type of application.
- **Neighborhood meetings.** Identify what types of applications require neighborhood meetings and at what stage of the review process.
- **Application submittal and acceptance.** Establish procedure for reviewing and accepting applications.
- **Staff review and action.** Identify the procedures for reviewing applications, provide for interdepartmental coordination, commenting on applications, and preparing recommendations and investigative reports when applicable.
- **Public hearing scheduling and notice.** Identify the types of public hearings and the noticing requirements (e.g., published vs. posted vs. mailed vs. website).
- **Decision-making review and action.** Establish the general procedures for public hearings on development decisions, including public hearings.
- **Post-decision actions and limitations.** Describe how decisions are posted or presented to applicants and the public, and whether or not decisions expire. Should also include details on extending expirations.

During the drafting phase of the LDC update, the common review procedures may be expanded on depending on how much related information is presented with each application type.

### Evaluate Decision-Making Authority

Many types of development applications require a public hearing in Sedona. We heard from several stakeholders that the review and approval procedures should be evaluated to determine the most appropriate decision-making authority. Public hearings are an important part of the development process in terms of hearing public concerns and/or support for complex or unusual projects; however, requiring a public hearing for routine development applications places an unnecessary burden on businesses, developers, staff, and the appointed and elected officials. The City should consider striking a balance between establishing flexible and efficient review and approval procedures, while still protecting established neighborhoods and still giving them a voice.

## **Site Plans**

The LDC distinguishes between development review that is subject to the Director’s approval and development review that requires public hearings before the Planning and Zoning Commission. We recommend expanding the types of projects that can be decided by the Director. The City should consider new thresholds for development projects or “site plans” that can be approved by the Director versus those requiring a public hearing. These thresholds could be drafted to include different requirements for residential and nonresidential development. For discussion purposes, we offer the following initial recommended thresholds:

- **Minor site plans (approved by Director)**
  - Fewer than four dwelling units
  - Less than 5,000 square feet nonresidential
  - For mixed-use, fewer than four dwelling units and less than 5,000 square feet nonresidential
- **Major site plans (approved by Planning and Zoning Commission)**
  - Four or more dwelling units
  - 5,000 square feet or larger nonresidential
  - For mixed-use, four or more dwelling units and 5,000 or more square feet nonresidential

These thresholds could be further refined based on location (e.g., certain zoning districts, within CFA planning areas, other sensitive locations, and/or infill and redevelopment parcels).

## **Minor Modifications**

The City should consider establishing an expanded procedure for modifications to LDC standards that are reviewed and approved by the Director. This new procedure would build on and replace the current administrative waiver procedure. The City could apply a blanket percentage for modifications to the LDC lot and building standards and other development standards (much like it does now up to 25 percent), or could set different modification thresholds for different standards (e.g., setbacks and required parking could be reduced by 25 percent but building height could only be adjusted by 10 or 15 percent).

Regardless, the current name of the procedure “administrative waiver” should be changed since the intent of the procedure is to allow modification of the standards for certain scenarios, not to waive the standards. Criteria for minor modifications should require that the deviation not undermine the intent of the underlying regulations, and that the deviation not impose greater impacts on adjacent properties than they would through strict compliance with the standards. Examples of standards that are frequently subject to minor modifications in other communities include:

- Setbacks
- Fence height
- Required parking spaces
- Buffers and landscaping

## **Strengthen Approval Criteria**

Throughout the development review procedures, the City should redraft and strengthen the approval criteria to be objective and clear. In addition to required “findings,” the current LDC includes “considerations” for development review that are subject to interpretation, which could be partially responsible for the unpredictability in the process. For example, Section 401.06 includes a consideration of whether or not the applicant “has made a substantial, good faith attempt to comply with the design standards...” The terms “substantial” and “good faith” may mean different things to different decision-

makers and constituents. Further, many of the other review criteria include the phrase “reasonably attempt,” which again is too subjective.

We recommend developing clear and objective criteria for all development application types through the LDC update. One way to provide objectivity in criteria is to provide examples of compliance. For example, require a minimum number of elements for horizontal composition that must be included to break up continuous building wall surfaces (roofline variation, façade offset, change in materials, etc.). More objective criteria will provide an improved level of predictability in the development review process for neighborhoods and developers, and also lead to more efficient public hearings.

## **Rethink Temporary Use Permits (TUPs)**

Staff and other stakeholders noted several issues with Section 407 (Temporary Uses) that should be addressed during the LDC update. Some business owners view temporary uses such as craft shows and art shows as unfair competition to their brick-and-mortar establishments, since the temporary uses are not put through the same level of scrutiny or assessment of fees and taxes.

The City should consider establishing distinct categories of TUPs for special events (e.g., festivals, craft shows) and temporary uses (Christmas tree lots, construction yards). Each category will contain its own standards and procedures. The temporary uses should be tied directly to the new table of allowed uses, clearly identifying which districts would allow the various types of temporary uses.

## **Create an Administrative Manual**

The current LDC contains information that is either technical in nature or otherwise not necessary to carry forward into the updated LDC. Examples include application submittal requirements, plan content requirements, and certificates for plats. This information should live outside the LDC in some sort of an administrative manual, guidebook, or dedicated webpage on the City’s website. During the drafting process, Clarion will maintain a separate document including content from the current LDC that should be considered for relocation. This will make the LDC shorter and more user-friendly, while also allowing staff to update the technical and administrative content over time without requiring a formal code amendment by City Council. Other information typically considered for relocation to an administrative manual includes:

- Required fees and/or fees-in-lieu
- Technical engineering standards (e.g., best management practices for erosion control, or asphalt thickness standards)
- Lists of acceptable and prohibited landscaping species

## 7. CREATE A MORE USER-FRIENDLY DOCUMENT

Many stakeholders and staff commented on the relatively cumbersome nature of the current LDC document itself, saying that it is hard to find key information, is poorly organized and redundant, lacks graphics, and generally is challenging to use. As part of the update, it will be important to consider the organization and format of the new LDC to ensure that it is easy for all users to find the information they need and to present that information in a clear and easy-to-understand format. Making it easier to find and understand information also will improve the efficiency of the review process. This section discusses several issues related to overall document organization, formatting, and user-friendliness.

### Reorganize the Content of the LDC

The organization of the current LDC makes it somewhat challenging to locate key information. The LDC is currently comprised of 19 articles, some of which are one-off articles dealing with a very specific subject (e.g., public art or severability). Definitions are dispersed, and often not listed in the most intuitive location.

Generally, any efficient organization should consolidate like information, minimize (but not eliminate) cross-referencing, and make it relatively easy for users to find needed answers. A proposed new LDC organization for Sedona is summarized below. The Annotated Outline later in this report provides greater detail on how the current content and any new content could fit within the proposed organization.

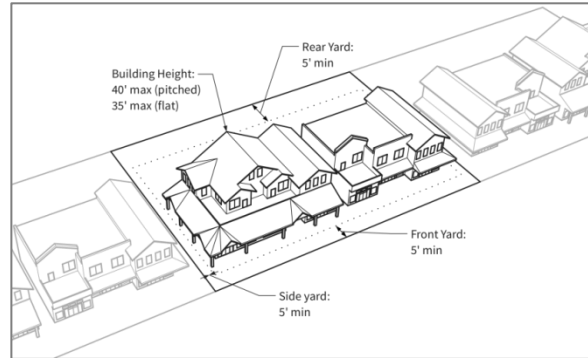
<b>Current LDC Organization</b>	<b>Possible Reorganization</b>
Article 1: Purpose and Applicability	Article 1: General Provisions
Article 2: Definitions	Article 2: Zoning Districts
Article 3: Decision Making and Administrative Bodies	Article 3: Use Regulations
Article 4: Review Procedures	Article 4: Wireless Communications Facilities
Article 5: Districts and Boundaries	Article 5: Development Standards
Article 6: District Regulations	Article 6: Main Street and Character Districts Design Manual
Article 7: Subdivision Regulations and Land Divisions	Article 7: Signs
Article 8: Grading and Drainage	Article 8: Subdivision Standards
Article 9: Development Standards	Article 9: Administration and Procedures
Article 10: Design Review Manual	Article 10: Definitions
Article 11: Sign Regulations	
Article 12: Nonconforming Situations	
Article 13: Severability	
Article 14: Enforcement	
Article 15: Historic Preservation Ordinance	
Article 16: Reserved	
Article 17: Wireless Communications Facilities	
Article 18: Public Art	
Article 19: Main Street and Character Districts Design Manual	



## Incorporate Additional Graphics

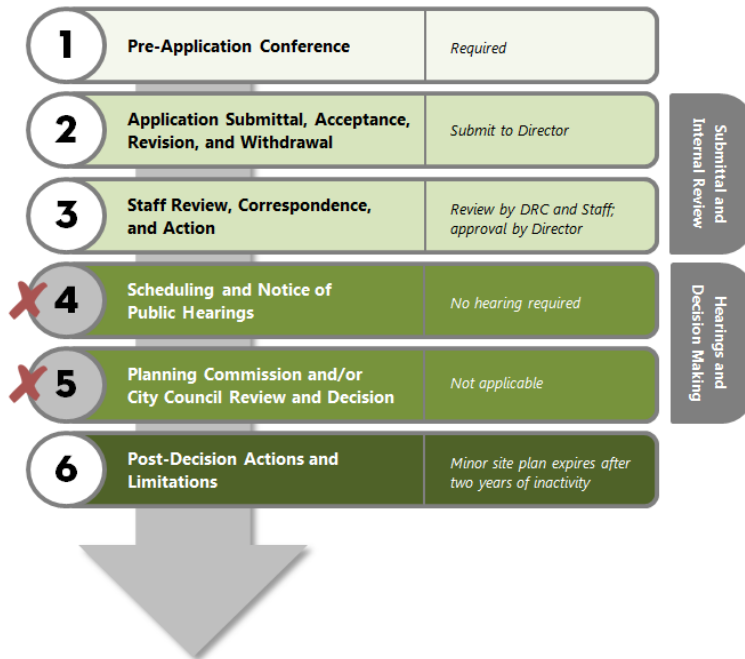
Modern zoning codes typically include more graphics such as photographs, illustrations, diagrams, flowcharts, and tables. These visual aids help convey complex information quickly and with few words. Although certain articles in the current LDC are well illustrated (e.g., Article 10 – Design Review Manual), the remainder of the LDC is not well supported with graphics.

Communities choose to illustrate their land development regulations with various styles, often tailored to the local character. For example, when developing diagrams for lot and building standards such as building height and setbacks, some communities elect to include more architectural details in those drawings than others. Clarion often develops graphics to support the following standards:



*An example zoning district illustration from another community. The graphic mirrors that community's general character of the district and provides some basic lot and building standards.*

- **Zoning districts.** District diagrams can communicate the intended character of a zoning district while also include key information related to the lot and building standards, such as lot area, lot frontage requirements, building setbacks, and height.
- **Development standards.** The development (or quality) standards are typically one of the most illustrated articles within a zoning code. Graphics may include tables for parking requirements, illustrations of landscaping, buffering, and screening requirements, and diagrams for site layout or access and connectivity standards.
- **Design standards.** As mentioned, the current design review manual is well illustrated. It is important to carry forward photographs and illustrations that communicate the intended results of those standards related to building and site design. Where necessary, Clarion will develop additional illustrations to support the existing and/or revised design standards.
- **Administration and procedures.** Process-related flowcharts can clarify (and visually communicate) the approval process for development applications. Additionally, a summary table of review procedures gives the reader a quick snapshot of the types of development applications in Sedona, what types of notice is required, and who the review and decision-making authorities are for each application type.



*An example flow chart for a minor site plan procedure in another community. The graphic quickly conveys the overall process for approval (which in this case would not require public hearings with Planning Commission or City Council).*

Leading up to the drafting phase of the LDC update, Clarion will work with City staff to determine the preferred style and types of graphics to best support the LDC. Additional sample graphics were included with Clarion’s proposal that should be revisited as part of that discussion.

## Modify the Numbering System

The current numbering system in the LDC is somewhat cumbersome and results in complex and lengthy cross-references.

- For example, the current standard for minimum area for noncommercial keeping of farm animals in the RS-5A district “a minimum of 1 acre is required for the maintenance of animals;” is located in Article 6, Section 600, subsection 600.02, paragraph A, number 5, sub a. The resulting cross-reference is “600.02.A.5.a.”

The City should consider revising the numbering system, especially at the section heading level, to be more intuitive and user-friendly.

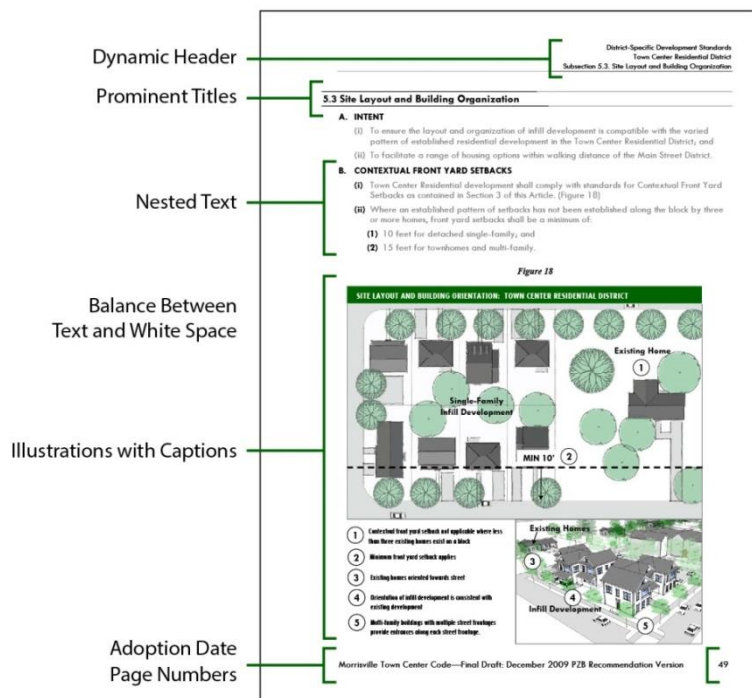
- Using the same example for farm animals in the RS-5A district, the City may consider the following numbering system: Article 6, Section 2, paragraph A, number 5, sub i. This cross-reference would now read “6.2.A.5.i.”

Prior to updating the numbering system, the City should confirm with the City Clerk and the City Attorney that the proposed system would be acceptable for codifications under the Sedona City Code. Clarion will apply a Microsoft Word style to every line of text in the LDC so that the format and numbering system can be easily modified at any time during the drafting process.

## Improve the Page Layout

The current page layout of the LDC (when downloaded from the online version) is challenging to identify how a specific provision fits in with the overall document hierarchy. Improving the page layout and document styles can enhance the reader's ability to better understand the context under which a provision is located, and generally provides for a more aesthetically-pleasing and user-friendly code. Improvements may include the following:

- More dynamic headers, showing article, section, and subsection on each page
- Consistent formatting and location of tables and graphics
- Balance between text and white space
- Clear and prominent hierarchy of heading titles (using color and/or bold fonts)
- Consistent indentation and nested text



*This example page layout illustrates how prominent heading titles, nested text, and a balance between text, graphics, and white space result in a more modern and user-friendly code.*

## Update the Definitions

Good definitions are essential to the understanding and enforcement of the LDC. The current LDC has a good foundation of definitions, many of which will be carried forward as-is or with minimal modifications; however, there are several issues with the current definitions to address during the LDC update, including but not limited to:

- Consolidating the definitions into one location
- Removing terms that are not used in the LDC
- Removing regulatory language from definitions to the extent possible
- Including more graphics for complex definitions, especially as they relate to terms of measurement

- Defining each specific use type and category
- Clarifying definitions for setbacks, lots, and lot lines
- Reconciling definitions for engineering terms with current practice

## **Use Clear and Succinct Language**

The updated LDC should be clear and not include unnecessary or duplicative language. Even articles that are working well today should be reviewed for jargon, “plannerese,” and “legalese” and replaced with plain language. Rather than carrying forward verbose paragraphs, Clarion will apply a less-is-more philosophy to ensure that there is good reason for every word on the page. Clear and succinct code language will result in a shorter and more legible LDC.

## **Reconcile Duplications and Inconsistencies**

There is some duplication and internal inconsistency in the LDC. One example of duplicative language that has resulted in inconsistent standards is related to notices of public hearings. Section 400.08 (Notice of Council Hearings) states that the notice shall include the “date, time, and place of the hearing and the nature of the amendment requested, including a general description of the areas affected.” However, Section 401.05 (Notice of Public Hearing for Development Review) states that the notice shall include the “date, time and place of a public hearing of the request for consideration of development review approval, including a general explanation of the matter to be considered and a general description of the area affected.” These subtle differences (underlined) should be reconciled by consolidating notice requirements into a common review procedure rather than repeating the information for each application type.

When code provisions are inconsistent, there is an increasing need for interpretations by planning and legal staff. Dozens of these administrative interpretations have accumulated in Sedona over the years and require frequent reference when making decisions on development applications. One such inconsistency is in the subdivision regulations Section 710.07, which describes when a land division is deemed a subdivision, stating “to create 4 or more parcels of land...” This language contradicts the definition of subdivision in Article 2, which states “...any property, the boundaries of which have been fixed by a recorded plat, which is divided into more than 2 parts.” An administrative interpretation is on file with Community Development that clarifies this issue, stating that the provision in 710.07 dealing with minor lot splits prevails over the definition in Article 2. These interpretations should be integrated and/or clarified as part of the LDC update.

## ANNOTATED OUTLINE

This part of the report provides an overview of what the proposed structure and general content of a new LDC for Sedona might look like if the recommendations from the Analysis in this report are implemented. This outline is intended as a starting point for further dialogue. It is tailored for Sedona, building on our experience with successful code projects throughout Arizona and the nation.

Each proposed section indicates (with light orange shading) which articles and sections from the current LDC may be folded into the proposed new articles and sections, either intact or with modifications. Additional detail on the existing LDC content is in the detailed review in the final section of this report.

### 1. ARTICLE 1 – GENERAL PROVISIONS

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This article will consolidate general information materials related to the overall establishment of the LDC, including legal authority, purposes, and applicability. It will also include provisions related to nonconforming situations, severability, and enforcement, which are currently located in separate articles in the LDC.

#### **Title, Effective Date, and Mapping**

This section will establish the title of the LDC and effective date and introduce the official zoning map and district boundaries. Transition regulations (how applications and regulations transfer from the current LDC to the new LDC) can be included in initial drafts, but should ultimately be addressed in the adopting ordinance language and not be located in the actual LDC.

#### **Purpose and Applicability**

This section will describe the purpose and intent of the LDC, carrying forward many of the purpose statements in Section 101. The applicability standards will be expanded to state how the LDC applies to City and other governmental agencies, how the LDC relates to private covenants, and how conflicting provisions are resolved.

#### **Nonconformities**

This section will address nonconforming situations including nonconformities related to lots, uses, site development features (e.g., landscaping, parking, drainage, etc.), and signs. The current nonconforming situations are located in Article 12. The City will evaluate appropriate thresholds for nonconforming situations and whether they should be based on square footage versus percentage expansion.

#### **Enforcement**

This section will describe enforcement, violations, penalties, and remedies as they relate to the LDC. As recommended in the LDC Analysis, specific technical information such as fines and/or fees for citations should not be located in the LDC but rather in an Administrative Manual that can be updated without a code amendment. Nuisance standards in the LDC should cross-reference nuisance provisions in the Sedona City Code Chapter 8.15.

#### **Severability**

This section will generally carry forward the current severability provisions in Article 13, which clarify that any specific standards in the LDC that are invalidated by a court will not affect the application or

validity of any other standard in the code not included by that court's judgment. Since the US Supreme Court's ruling on *Reed v. Gilbert* related to content-based sign regulations, communities are increasingly including separate severability and savings clauses in their sign regulations to supplement these general severability provisions.

## **Incorporating Current Sections of the LDC**

Articles and sections from the current LDC to be incorporated into this new article include:

### **Article 1 Purpose and Applicability**

- 100 Title*
- 101 Purpose*
- 102 Authority*
- 103 Applicability*
- 104 Code adoption*

### **Article 5 Districts and Boundaries**

- 501 Zoning map*
- 502 Boundaries of districts*

### **Article 12 Nonconforming Situations**

- 1200 Purpose*
- 1201 Nonconforming lots*
- 1202 Nonconforming developments*
- 1203 Nonconforming signs*
- 1204 Nonconforming uses*

### **Article 13 Severability**

- 1300 Severability*

### **Article 14 Enforcement**

- 1400 Criminal penalty*
- 1401 Civil citation authority*
- 1402 Injunction*
- 1403 Nuisance*
- 1404 Remedies not exclusive*
- 1405 Administration*

## **2. ARTICLE 2 – ZONING DISTRICTS**

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The zoning districts article will establish the base zoning districts, planned developments, and overlay districts and describe how the districts relate to each other and to other standards within the LDC. Each district will also contain relevant lot and building standards and any development or design standards that are specific to that district.

### **Zoning Districts Established**

This section will provide an overview of the zoning districts established in Sedona. Early drafts of the updated LDC may include a table comparing how the current lineup of zoning districts translates to the new lineup of zoning districts (similar to the table provided in the LDC Analysis). This section will also describe the differences and relationship between base zoning districts, planned unit developments, and overlay districts.

## **Residential Districts**

This section will include zoning district regulations for each residential district in Sedona. Each district will include a clear purpose statement that distinguishes the district from other zoning districts and provides direction for future rezoning decisions. Some communities include zoning district diagrams and lot and building standards with each zoning district so that the basic standards related to that district can be communicated in a “one-stop-shop” approach. We recommend this approach, and our graphics team can work with staff to develop a preferred approach. In addition to the basic lot and building standards (e.g., height, setbacks, lot standards, landscaping), any regulations that are specific to a particular district should be located within that district rather than applied broadly in a development standard.

## **Commercial and Mixed-Use Districts**

This section will include zoning district regulations for each commercial and mixed-use district in Sedona as proposed earlier in the LDC Analysis. These districts will contain the same level of information as provided for residential districts.

## **Other Nonresidential Districts**

This section will include zoning district regulations for the other nonresidential districts in Sedona as proposed earlier in the LDC Analysis. These districts will contain the same level of information as provided for the other base zoning districts.

## **Overlay Districts**

This section will describe the purpose and applicability of the overlay districts (e.g., potential entertainment district in Uptown), summarize the procedures for administering overlays, and include the standards specific to that overlay.

## **Lot and Building Standards and Exceptions**

This section will summarize the lot and building standards for all base zoning districts in Sedona. Lot and building standard summary tables will be separated by category of districts (residential, commercial and mixed-use, and other nonresidential). The summary tables will include key lot and building requirements such as:

- Lot size standards
- Setbacks and yard requirements
- Building standards (e.g., height)

The benefit of these summary tables is that the reader can quickly compare the standards across districts, rather than relying on flipping back-and-forth between districts. The challenge during drafting is to ensure consistency with these summary tables and the short summary tables within each zoning district. We recommend including this section at the end of the districts article, but the summary tables could also be located at the beginning of the article.

In addition to the summary tables, we will also include provisions for measurement and exceptions to the lot and building standards. For example, the section will describe the types of structures that can encroach into setbacks or project beyond height requirements and how lot dimensions are measured (including anomaly lots such as flag lots and double-frontage lots), and other lot and building standards such as height and setbacks.

## Incorporating Current Sections of the LDC

Articles and sections from the current LDC to be incorporated into this new article include:

**Article 5 Districts and Boundaries**

*500 Purpose*

**Article 6 District Regulations**

*Each of the relevant district sections*

## 3. ARTICLE 3 – USE REGULATIONS

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### Table of Allowed Uses

As recommended in the LDC Analysis, this section will include a new unified table for allowed uses across zoning districts in Sedona. An example is provided earlier in this report from another community. The table of allowed uses will indicate the type of approval required for the use (e.g., permitted by-right, conditional use permit, or prohibited). Communities differ in preference for how to indicate the level of approval required. Most communities prefer a simple “P” and “C” approach for permitted and conditional uses, respectively. We recommend that approach. Some communities opt for more creative visual approaches such as circles and semi-circles, or different colors. For the first draft table of allowed uses, we will indicate how any existing districts and land uses were consolidated, and how the level of approval required was reconciled where applicable. To the extent possible, we generally recommend trying to maintain the table of allowed uses in portrait layout.

The table will also include cross-references to any use-specific standards. Some communities also opt to integrate required parking spaces for each use type into the table of allowed uses. This may require further discussion as the uses and parking standards are developed.

### Use-Specific Standards

This section will include any standards beyond those with broad applicability in the LDC that apply to certain use types. For example, there are currently special requirements for home occupations, golf courses, educational institutions, adult uses, medical marijuana, and open air businesses in the LDC. There also are some use regulations in the current use lists (such as for vehicle rental businesses). Those standards will be carried forward (with modifications) into this new section, along with any new use-specific standards. During the drafting of the table of allowed uses, the City should consider whether specific use types have issues that should be addressed by use-specific standards. Use-specific standards do not always equate to additional process for approval, but rather they add an additional layer of requirements that address noted impacts (e.g., hours of operation for bars and taverns).

Further discussion is required on whether or not the wireless communications facilities regulations in Article 17 should be integrated into the use-specific standards. Some communities opt to retain these standards in a separate article because of their length, complexity, and desire to provide their customers with a one-stop-shop as with sign regulations.

### Accessory and Temporary Uses and Structures

This section will describe the standards for accessory uses (such as retail in an office building), accessory structures (such as garages or solar equipment), temporary uses (such as Christmas tree lots), and temporary structures (such as on-site construction offices).



## Incorporating Current Sections of the LDC

Articles and sections from the current LDC to be incorporated into this new article include:

**Article 4 Review Procedures**

*407 Temporary uses*

**Article 6 District Regulations**

*Relevant uses and approvals*

**Article 9 Development Standards**

*913 Golf course development standards*

*914 Educational institutions*

*915 Home occupation uses*

*916 Adult uses*

*917 Open air businesses*

*919 Dispensing and cultivation of medical marijuana*

## 4. ARTICLE 4 – WIRELESS COMMUNICATIONS FACILITIES

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This article will carry forward the current provisions (Article 17) for wireless communications facilities.

**Article 17 Wireless Communications Facilities**

*Generally*

## 5. ARTICLE 5 – DEVELOPMENT STANDARDS

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The development standards article is typically one of the lengthier standards in a development code. This article contains all of the quality standards related to development in Sedona. We recommend generally organizing development standards from the “ground up,” with overall site design requirements first, followed by site improvements, then building design, then operational and maintenance standards.

One of the more substantial changes proposed in this part of the LDC update is the consolidation of current Articles 9 (development standards) and 10 (design review manual). For example, the color requirements in the current Section 904 should be integrated with the color guidelines in Article 10, Section 3.5. We further recommend separating any mandatory standards from optional guidelines. The standards (mandated compliance) will be relocated to this new Article 5, whereas the guidelines (recommended compliance) are recommended for removal to a separate design manual. As part of the LDC Update, the City is also evaluating the application of the current Article 19, Main Street and Character Districts Design Manual. As with Article 10, there are standards and guidelines that may be considered for broader applicability as citywide standards.

The following options for separating guidelines from standards require further evaluation:

- **OPTION 1 (recommended) – Develop a separate design guidelines handbook.** Any language that is not mandated would be placed in a separate “bin” for inclusion in a reformatted handbook to supplement the new LDC. This approach is similar to how the design guidelines are treated today, where most applications are not recommended to move forward to a public hearing until they comply with the guidelines in Article 10. We recommend this approach in part because we believe that guidelines should not be included within a regulatory ordinance.
- **OPTION 2 – Integrate the design guidelines within the development standards.** Under this option, each section of the development standards article would include both guidelines and standards. This approach could create similar confusion to the current LDC, where standards in

Article 9 often conflict with other standards or guidelines in Article 10. Using this option would require dissecting the relevant sections in Article 10, consolidating mandated language in the appropriate section in the development standards, and immediately following those standards with additional guideline (non-mandated) language. Although we do not recommend this approach, if the City chooses this option, we can explore different approaches for distinguishing mandates vs. guidelines using text boxes or color schemes.

## **Grading and Drainage**

This section describes the requirements for grading and drainage improvements to a development site. Much of the technical information that is currently in Article 8 could be considered for relocation to either an administrative manual or an engineering standards manual. The standards in this section should also incorporate relevant drainage design standards from the current Article 10 – Design Review Manual.

## **Access, Connectivity, and Circulation**

This new section will describe the requirements for internal circulation within a site, connections between development sites, and both vehicular and pedestrian/bicycle access to and throughout the site. This section will include provisions for when and where sidewalks are required and requirements for driveways and access. Streets and vehicular circulation will likely be addressed in the subdivision design standards in Article 8, and cross-reference standards in Article 5 where appropriate.

## **Parking, Loading, and Stacking Requirements**

This section will consolidate the off-street parking, loading, and stacking requirements. Most of the information in this section will be consolidated into a parking requirements table (either stand-alone or as integrated into the overall table of allowed uses).

The current LDC cross-references the landscaping section for parking lot landscaping. Many communities opt to incorporate parking lot landscaping requirements into the parking section of the code. There are advantages and disadvantages to both approaches, either of which requires referring to multiple sections.

## **Landscaping, Buffering, and Screening**

This section will include the standards for landscaping required on a development site, buffers required at transitioning uses and/or zoning districts, and screening devices such as fences and wall standards. As discussed in the LDC Analysis, substantial changes are proposed, including clarification of fence and wall standards, updated requirements for native landscaping, and emphasis on low-impact development practices to reduce runoff and improve water quality. Some of the latter may be better addressed in the grading and drainage section. This section will integrate the standards for trees and tree preservation.

## **Site Design**

This section will include the site design standards, most of which are currently located in Article 10 – Design Review Manual. This section should primarily site design issues not addressed in the earlier sections listed above.

## **Building Design**

This section will include the building design standards, such as architectural character and building form, most of which are currently located in Article 10 – Design Review Manual. This section typically is heavily

illustrated. While the new LDC is not intended to be a true form-based code, this section will emphasize the importance of the physical form of new buildings in creating healthy and attractive communities.

## Neighborhood Protection

This section will include any standards that are intended to improve transitions between otherwise incompatible uses or more intense development patterns. Standards may include building step-down provisions, reduced lighting pole heights, and special standards for drive-through uses that are close to single- or two-family residential properties or districts. Although these issues can be addressed throughout the LDC in other sections, many communities choose to establish a stand-alone section to emphasize the importance of protecting established neighborhoods from impacts of future development.

## Exterior Lighting

This section will describe the purpose and applicability of exterior lighting standards, and distinguish between types of lighting (e.g., residential, commercial, pedestrian, decorative, parking lots, and streets). The current outdoor lighting standards in Article 9, Section 911 should be reconciled and consolidated with the exterior lighting standards in Article 10, Section 2.7. The lighting standards will be enhanced to incorporate additional “dark sky” compliant lighting standards based on the City’s current research on model dark sky codes.

## Historic Preservation Standards

This section will address current historic preservation standards in Article 15 – Historic Preservation Ordinance. We will carry forward these provisions largely unchanged; however, definitions should be relocated to the new Article 7 – Definitions, and some of the procedures related to historic preservation could be relocated to be with other procedures in the new Article 6 – Administration and Procedures.

## Incorporating Current Sections of the LDC

Articles and sections from the current LDC to be incorporated into this new article include:

### **Article 8 Grading and Drainage**

- 800 Purpose*
- 801 Scope*
- 802 Minor modifications*
- 803 Permit required - exceptions*
- 804 Hazardous conditions*
- 805 Permit requirements*
- 806 Grading permit limitations and conditions*
- 807 Denial of permit*
- 808 Grading permit fees*
- 809 Bonds*
- 810 Grading, inspection, cuts, fills and supervision*
- 811 Safety precautions*
- 812 Responsibility of permittee*
- 813 Modification of approved plans*
- 814 Completion of work*

### **Article 9 Development Standards**

- 900 Purpose*
- 901 Area and yard regulations*
- 902 Accessory uses and structures*

903 Height regulations  
904 Color  
905 Alternate standards  
906 Materials  
907 Screening requirements  
908 Utilities  
909 Trees  
910 Landscaping  
911 Outdoor lighting  
912 Off-street parking and loading requirements

**Article 10 Design Review Manual**

1.0 Introduction and overview  
2.0 Site development  
3.0 Architectural character and building form  
4.0 General landscape character  
5.0 Potential special development areas  
6.0 Development review process  
7.0 Appendices

**Article 15 Historic Preservation Ordinance**

*Generally*

**Article 18 Public Art**

*Generally*

**Article 19 Main Street and Character Districts Design Manual**

*Potential integration (see below)*

## 6. ARTICLE 6 – MAIN STREET AND CHARACTER DISTRICTS DESIGN MANUAL

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The current Main Street and Character Districts Design Manual (Article 19) is being evaluated for possible integration with other development and design standards (in current Articles 9 and 10). For now, this material will be carried forward during the initial drafting process as a separate article.

**Article 19 Main Street and Character Districts Design Manual**

*Generally*

## 7. ARTICLE 7 – SIGNS

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The sign regulations (Article 11) are currently being updated internally by the City of Sedona and will be carried forward into this Article. To review a current draft of the revised sign code, visit:

<http://www.sedonaaz.gov/lcd>.

**Article 11 Sign Regulations**

*Generally*

## 8. ARTICLE 8 – SUBDIVISION STANDARDS

---

This article will include the standards for designing new subdivisions of land in Sedona and the required public improvements. Standards that would apply to both subdivisions and redevelopment would be located in Article 5 – Development Standards. The subdivision procedures will be located with other procedures in Article 9 – Administration and Procedures.

## Lot and Block Layout

This section will prescribe the location and arrangement of lots and blocks for new subdivisions. The lot and block standards should be coordinated with any changes to existing lot and building standards as the districts are developed.

## Street Standards

This section will describe the design requirements for streets and rights-of-way in Sedona. The current Table 7.1 will be expanded to include additional detail on width requirements for rights-of-ways and to capture additional potential development scenarios. The grading standards for streets and lots should be coordinated with the grading and drainage section in the development standards to avoid duplication and/or conflicting regulations.

## Dedication of Land

This section will address any requirements for public dedication of land or fees-in-lieu associated with new subdivisions. Often times these provisions are located within the administration and procedures article. We will consider the most appropriate location during the drafting.

## Public Improvements

This section will describe the types of public improvements that are required with new subdivisions, and specify the timing of such improvements.

## Incorporating Current Sections of the LDC

Articles and sections from the current LDC to be incorporated into this new article include:

### **Article 7 Subdivision Regulations and Land Divisions**

*700 Purpose and intent*

*701 Short title*

*702 Authority and applicability*

*706 Subdivision design principles and standards*

*707 Improvement standards*

## 9. ARTICLE 9 – ADMINISTRATION AND PROCEDURES

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This article will describe the review and approval procedures for development applications in Sedona, and will reflect the recommended revisions from earlier in the LDC Analysis. The new procedures article will be more user-friendly, will establish more objective approval criteria, and will generally result in a more predictable process.

### Review and Decision-Making Bodies

This section will describe each of the decision-making and review bodies in the City, including a general description of their powers and duties, their membership, and any other requirements not covered by their bylaws. These provisions should be coordinated with Title 2 of the Sedona City Code.

### Summary Table of Review Procedures

We often include a table near the beginning of the procedures article that gives the reader a snapshot view of the various types of applications covered in the article. The table should be organized by the type of application and should match the organization of the specific procedures within the article. Cities

differ on their preferred level of detail for such a table – some prefer to keep the table simple with only a list of the types of applications, and then indicating the designated review and approval authorities for each application type. Other communities also include public notice requirements, neighborhood meeting requirements, and cross-references to the specific location within the LDC where each application type is described. We generally think a more comprehensive approach is wise, so long as it does not detract from the intent of the table and end up confusing the reader with clutter. An example of a comprehensive version from another community is provided below (draft - not yet adopted).

**KEY: R= Review and Recommendation D= Review and Decision A= Appeal ✓ = required**

Procedure	Section	Notice			Pre-Application Conference	Review and Decision-Making Bodies				
		Published	Written	Posted		Staff	DRC	Board of Adjustment	Planning Commission	City Council
<b>Ordinance Amendments</b>										
Rezoning	070.060.040(a)	✓	✓	✓	✓	R	R		R	D
Rezoning to Planned Unit Development (PUD)	070.060.040(b)	✓	✓	✓	✓	R	R		R	D
Code Amendment (Text)	070.060.040(c)	✓				R	R		R	D
Annexation	070.060.040(d)	<i>Per Colorado statutes</i>								
<b>Development Permits</b>										
Site Plan Review	Administrative (new)	070.060.050(a)(3)			✓	D	R		A	
	Minor	070.060.050(a)(4)	✓	✓	✓	✓	R	R	A	D <sup>40</sup>
	Major	070.060.050(a)(5)	✓	✓	✓	✓	R	R		R
Optional Master Plan (new)	070.060.050(b)	✓	✓	✓	✓	R	R		R	D
Construction Plans (new)	070.060.050(c)					D	R <sup>[1]</sup>			
Location and Extent (new)	070.060.050(d)	✓	✓	✓	optional					
Special Use Permit	070.060.050(e)	✓	✓	✓	✓	R	R	A	D	
Temporary Use Permit (still under consideration)	070.060.050(f)									
ROW Encroachment License (new)	070.060.050(g)		✓		optional	D <sup>[2]</sup>	R			D <sup>[2]</sup>
<b>Subdivision Procedures</b>										
Minor Subdivision	070.060.060(a)				✓	D	R	A	D <sup>42</sup>	
Preliminary Plat (new)	070.060.060(b)	✓	✓	✓	✓	R	R		R	D
Final Plat (new)	070.060.060(c)				✓	D	R	A		
Condominiumization	070.060.060(d)	<i>Procedure depends on number of condominium units. See Section 070.060.060(d).</i>								
Vacation of ROW	070.060.060(e)	✓	✓	✓	✓	R	R	A	D	
<b>Flexibility and Relief Procedures</b>										
Variance	070.060.070(a)	✓	✓	✓	✓	R	R	D	D <sup>43</sup>	
Administrative Adjustment (new)	070.060.070(b)				optional	D	R <sup>[1]</sup>	A		
Appeal	070.060.070(c)	✓	✓	✓	optional	R		<i>According to previous rows in this table</i>		

## Common Review Procedures

This section will identify and describe the procedures that apply to most development applications in Sedona. As recommended earlier in the LDC Analysis, common review procedures establish the procedures that apply to all (or most) development applications and thus avoid duplication and potential for inconsistencies as the LDC is updated. The common review procedures will include standard processes for:

- Pre-application meetings
- Initiating an application
- Neighborhood meetings
- Application submittal materials

- Application completeness determination
- Public notice
- Scheduling and conducting hearings
- General approval criteria
- Post-application procedures

These can be expanded to include procedures for recording approved applications, improvement agreements, vested rights, and other Sedona-specific procedures to match current practice.

## **Ordinance Amendments**

This section will describe the types of development applications that amend the LDC or the zoning map. This includes rezoning, initial zoning/annexations, and amending the text of the LDC. These procedures will refer back to applicable steps from the common review procedures, and describe any modifications or additions to those procedures.

## **Development Permits and Approvals**

This section will describe the types of development applications associated with development in Sedona. This includes site plans for development review, conditional use permits, single-family residential review, and temporary use permits. These procedures will refer back to applicable steps from the common review procedures, and describe any modifications or additions to those procedures. Further discussion is required on whether or not to include other types of permits such as sign permits, fence permits, or other administrative permitting procedures.

## **Subdivision Approvals**

This section will describe the types of development applications associated with subdivisions, land divisions, or condominiumization. These procedures will refer back to applicable steps from the common review procedures, and describe any modifications or additions to those procedures.

## **Flexibility and Relief Procedures**

This section will describe the types of development applications associated with adjustments or otherwise providing relief from development standards in Sedona. This includes the new administrative adjustment procedure, special exceptions, variances, and appeals. These procedures will refer back to applicable steps from the common review procedures, and describe any modifications or additions to those procedures.

## **Incorporating Current Sections of the LDC**

Articles and sections from the current LDC to be incorporated into this new article include:

### **Article 3 Decision Making and Administrative Bodies**

*300 Purpose*

*301 City Council*

*302 Planning and Zoning Commission*

*303 Historic Preservation Commission*

*304 Board of Adjustment*

*305 Department of Community Development*

*306 Director of Community Development*

*307 City Engineer*

### **Article 4 Review Procedures**

*400 Amendments*  
*401 Development review*  
*402 Conditional uses*  
*403 Single-family residential review*  
*404 Variances and appeals*  
*405 Administrative waiver*  
*406 Special exceptions*  
*407 Temporary uses*  
*408 Citizen review process*

**Article 7 Subdivision Regulations and Land Divisions**

*704 Platting procedures and requirements*  
*707 Improvement standards*  
*708 Waivers*  
*709 Reversion to acreage*  
*710 Land divisions*  
*711 Condominiums and condominium conversions*

**Article 15 Historic Preservation Ordinance**

*Procedural elements*

## 10. ARTICLE 10 – DEFINITIONS

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The definitions article will contain all of the definitions in the LDC, which are currently scattered throughout the document. The current LDC includes definitions near the beginning of the ordinance; we recommend moving the definitions article to the end of the document, which is a common location for such content in other technical documents. The definitions article should be coordinated with other definitions throughout the Sedona City Code. For example, Title 12 – Streets, Sidewalks, and Public Places contains a list of definitions that need to be reviewed for consistency, including terms for “permit,” “permittee,” and “utilities.”

### Rules of Construction

This section will expand on the current Section 200 establishing the general rules of interpretation of terms used throughout the LDC. This section should be coordinated with similar rules in Section 1.10.020 of the City Code.

### Definitions of Use Categories and Use Types

This section will include definitions for each use category (e.g., household living, commercial uses, and manufacturing) and will include a definition for every specific use listed in the new table of allowed uses. During the drafting, we often separate these definitions from other general definitions to streamline review of the proposed table of allowed uses. Some communities opt to retain the use definitions separately in the adoption draft, whereas others prefer all definitions to be consolidated in a single alphabetical list.

### All Other Terms Defined

If the City decides to retain a separate list of use definitions, then this section will include all of the other definitions from the LDC that do not pertain to uses.

### Incorporating Current Sections of the LDC

Articles and sections from the current LDC to be incorporated into this new article include:



**Article 2 Definitions**

*200 General*

*201 Definitions*

**Article 11 Sign Regulations**

*1103 Definitions*

**Article 15 Historic Preservation Ordinance**

*1503 Definitions*



# APPENDIX - DETAILED REVIEW OF CURRENT LAND DEVELOPMENT CODE

In addition to the general comments noted in this report, we also note specific comments related to the Land Development Code. This section provides a chapter-by-chapter review of the current Sedona Land Development Code based on discussions with staff and our own observations. The table below includes comments for each chapter of the Land Development Code; however, we do not provide detailed comments on every section.

<b>Table 5: Detailed Review of Current Land Development Code</b>	
<b>Article and Section</b>	<b>Comments</b>
<b>Table of Contents</b>	
Table of contents	<ul style="list-style-type: none"> <li>• Include a summary overall table for entire document, along with detailed contents for each article</li> </ul>
<b>Article 1 – Purpose and Applicability</b>	
100 Title	
101 Purpose	<ul style="list-style-type: none"> <li>• Reference implementation of the Sedona Community Plan and specific plans.</li> </ul>
102 Authority	<ul style="list-style-type: none"> <li>• Reconfirm statutory references; update if necessary.</li> </ul>
103 Applicability	
104 Code adoption	<ul style="list-style-type: none"> <li>• Update transition provisions to reflect new code adoption.</li> <li>• Include a timeframe/process for in-process complete applications to opt for review under new code upon adoption.</li> </ul>
<b>Article 2 – Definitions</b>	
200 General	<ul style="list-style-type: none"> <li>• As the new code is drafted, key terms should be added and/or modified to improve the reader’s understanding of the LDC.</li> <li>• Generally, consolidate definitions in one location and relocate to end of the code.</li> <li>• Clarify which dictionary should be used as the default to consult for undefined terms.</li> <li>• Remove definitions of terms that are not used in the LDC.</li> <li>• Remove any regulatory standards from definitions into the main body of the code.</li> <li>• Include more graphics, especially for terms related to lot and building standards (e.g., height).</li> <li>• Include definitions for engineering standards and terms.</li> <li>• Consolidate conflicting definitions (e.g., “religious, cultural, and fraternal activity” vs. “religious institution”).</li> <li>• Define all use types.</li> <li>• Discuss whether to maintain “nested definitions” under broad categories. Example: “wireless communication facilities” has multiple sub-definitions (e.g., replacement.)</li> </ul>
201 Definitions	<ul style="list-style-type: none"> <li>• Revise definitions for “lots” and “front lot line” to address situations where access for multiple parcels bisect individual properties (and otherwise no street frontage).</li> </ul>

**Table 5: Detailed Review of Current Land Development Code**

Article and Section	Comments
	<ul style="list-style-type: none"> <li>• Clean up definitions for “channel bank,” “trellis,” “roof,” “fully-enclosed,” and “structures.”</li> <li>• Revise definition for “visibility triangle” to match lot and building measurement standards.</li> <li>• Clarify setbacks as they relate to the street vs. easements and access.</li> </ul>
<b>Article 3 – Decision Making and Administrative Bodies</b>	
General	<ul style="list-style-type: none"> <li>• Summarize as many review and decision-making responsibilities as possible in a master table.</li> <li>• Staff has indicated they will review this article internally to determine whether any of the specific responsibilities described require update or clarification.</li> </ul>
300 Purpose	
301 City Council	
302 Planning and Zoning Commission	<ul style="list-style-type: none"> <li>• Clarify the roles of Planning and Zoning Commission. (City Attorney’s office may help with this.)</li> </ul>
303 Historic Preservation Commission	
304 Board of Adjustment	<ul style="list-style-type: none"> <li>• The City recently shifted responsibilities for variances and appeals of administrative decisions to a hearing officer instead of the Board of Adjustment. This article needs to reflect those changes.</li> </ul>
305 Department of Community Development	
306 Director of Community Development	
307 City Engineer	
308 Project Review Committee	<ul style="list-style-type: none"> <li>• Remove references to the Project Review Committee. Invitations to pre-application consultations are delivered to individuals/agencies on a case-by-case basis as deemed appropriate by staff.</li> </ul>
<b>Article 4 – Review Procedures</b>	
General	<ul style="list-style-type: none"> <li>• Establish a set of common review procedures for approval steps that apply to multiple application types (e.g., pre-application consultations and public noticing requirements). Add simple flowcharts and graphics to illustrate major procedural steps.</li> <li>• Rewrite all procedures based on the new common review procedures, clarifying only where they differ or supplement the common steps.</li> <li>• Consolidate public notice requirements in one location with a summary table. Evaluate requirements generally for effectiveness and to ensure level of notice is commensurate with scale of project.</li> <li>• Highlight criteria for each procedure type (they are buried in the current organization/structure). Strengthen approval criteria to reduce subjectivity and to reduce excessive conditions on projects.</li> <li>• Generally, look for opportunities to delegate more decision-making to staff when possible, subject to clear, objective standards.</li> <li>• Consolidate “findings” and “considerations” and revise to use more clear and objective language (e.g., replace “good faith attempt”). Reword and prioritize. Try to create more predictability and less room for</li> </ul>

**Table 5: Detailed Review of Current Land Development Code**

Article and Section	Comments
	<p>interpretation. Clarify what happens if some criteria are not met.</p> <ul style="list-style-type: none"> <li>• Add broad enabling authority for development agreements, while paying close attention to statutory requirements. Clarify how long such agreements may last.</li> <li>• Update reversion standards for all application types (lapse of approvals).               <ul style="list-style-type: none"> <li>- Pay attention to statutory requirements.</li> <li>- Consider expanding time extensions to increase flexibility.</li> <li>- Differentiate between revocations for a project not meeting conditions vs. revocations for not building an approved project within a specified timeframe.</li> </ul> </li> <li>• Create an administrative manual:               <ul style="list-style-type: none"> <li>- Remove submittal requirements from LDC and relocate them in the manual.</li> <li>- Consider locating engineering standards in the manual.</li> <li>- Establish some basic time frames for review and approvals of certain application types.</li> <li>- Include templates for plat certificates and signature blocks.</li> </ul> </li> </ul>
400 Amendments	<ul style="list-style-type: none"> <li>• Streamline rezoning procedures. Zoning is currently perceived as a difficult barrier for new businesses to overcome.</li> <li>• Consider separating out Historic District rezonings to a distinct subsection; current organization is confusing.</li> <li>• Clarify that all rezonings are subject to conditional approval (400.10).</li> <li>• Establish specific approval criteria that would apply to projects proposed within an adopted CFA. Explore more specific language to require improvements or retention of on-site amenities based on Community Plan and CFA plans.</li> <li>• Consider opportunities to expedite the rezoning approval process for applications that are consistent with the Community Plan’s Future Land Use Map and/or an adopted CFA plan.</li> </ul>
401 Development review	<ul style="list-style-type: none"> <li>• Consider revising thresholds for development review, as discussed in LDC Analysis.</li> <li>• Consider simplifying or reducing the requirements for documentation of administrative decisions (e.g., the current written investigation report requirement).</li> <li>• See earlier comment re: consolidating “findings” and “considerations.” The latter here are a good example of very subjective, vague language (e.g., “substantial, good faith attempt...”) that is likely hard to administer and enforce consistently. Provide guidance as to how to prioritize issues when not all criteria may be met.</li> <li>• Revocation: expand timeframe to two years following the date of approval.</li> </ul>
402 Conditional uses	<ul style="list-style-type: none"> <li>• Consider distinguishing major CUPs vs. minor CUPs for initial review based on size thresholds, use type, or other criteria. Consider expedited process for minor CUPs. Or, some CUPs could potentially be changed to by-right approvals subject to use-specific standards.</li> <li>• Sedona’s practice of requiring a public hearing for any conditional use expansion, renewal, or modification of a CUP is unusual. Allow for administrative renewal of CUPs and administrative consideration of minor</li> </ul>

**Table 5: Detailed Review of Current Land Development Code**

Article and Section	Comments
	changes.
403 Single-family residential review	
404 Variances and appeals	<ul style="list-style-type: none"> <li>• Update the variance and appeals procedures to reflect recent changes.</li> <li>• Rewrite purpose statement; do not need to repeat criteria.</li> <li>• Ensure portions of Section 404 that are based on Prop 207 accurately mirror the appropriate Prop 207 language upon which they are based.</li> </ul>
405 Administrative waiver	<ul style="list-style-type: none"> <li>• Consider expanding awareness of this tool (just used for residential development currently, though not technically restricted to residential).</li> <li>• Consider replacing or broadening this tool with a new procedure allowing for administrative adjustments to certain development standards (approved at the staff level).</li> <li>• Revise the administrative waiver procedure name to “minor modifications.”</li> <li>• Prepare a table summarizing different levels of deviation from different standards/areas.</li> </ul>
406 Special exceptions	<ul style="list-style-type: none"> <li>• Retain this procedure even though the process is not used frequently.</li> </ul>
407 Temporary uses	<ul style="list-style-type: none"> <li>• Substantial revisions needed, including full reevaluation of the applicability and criteria. Streamline the approval process.</li> <li>• Define “temporary.”</li> <li>• Consider applying to activities inside structures (not just outside).</li> <li>• Establish separate categories for 1) Special events (e.g., crafts, arts festivals), and 2) Temporary uses (construction yard/Christmas tree lot), each with different standards.</li> <li>• Consider further restrictions on the number of times a permit may be issued per year (e.g., 1-2 per year for large events; 8 per year for smaller events). Clarify that the maximum number of permits is tied to the parcel.</li> <li>• Consider removing distinctions based on nonprofit status. Define fundraising events, their relationship to a nonprofit, and establish a minimum dollar amount that has to go to the charitable organization.</li> <li>• Establish temporary use regulations to address large indoor events (such as the film festival and gem &amp; mineral show). Current standards apply only to outdoor events.</li> <li>• Combine the right-of-way approvals and TUP procedures.</li> <li>• Update TUP procedures to eliminate references to entities/bodies that no longer exist (e.g., Sedona Film Office).</li> <li>• Allow electronic submittal of application materials.</li> <li>• Clarify the appeals procedure for TUPs – they are currently unrealistic due to the expeditious timing of approvals. Consider applying the appeals to temporary uses and not to special events.</li> <li>• Clarify the categories of TUPs (e.g., “community event” vs. “fund-raising”).</li> <li>• Clarify taxation requirements for temporary uses (best to cross-reference standards outside of LDC).</li> </ul>
408 Citizen review process	<ul style="list-style-type: none"> <li>• Generally, this is reportedly working well.</li> <li>• Consider requiring the existing Citizen Review Process for more application types in exchange for allowing administrative approval.</li> </ul>

**Table 5: Detailed Review of Current Land Development Code**

Article and Section	Comments
<b>Article 5 – Districts and Boundaries</b>	
General	<ul style="list-style-type: none"> <li>• See Major Themes – User-friendliness. List uses and use-specific standards in a summary table for ease of access to information spanning all zone districts.</li> <li>• Consolidate land uses into broader use categories and use types (e.g., “general retail” would include “pet shops” and “toy stores”). Consider proposition 207 limitations when establishing use categories.</li> <li>• Ensure compliance with Arizona SB 1350 (related to limitations on regulations for vacation rentals) when developing new zoning district and use standards.</li> <li>• Purpose statements: Ensure all zoning districts have a clear statement of intent.</li> <li>• Obsolete zoning districts: Identify districts that are no longer in the code but still exist on the zoning map and may have some regulatory effect (e.g., transition districts).</li> <li>• Uses: Reevaluate all uses allowed in all districts for consistency with district intent.</li> <li>• Use-specific standards: relocate to a new Use Standards article. (e.g., golf courses, educational institutions, home occupations, adult uses, open air businesses, and medical marijuana)</li> <li>• Lot and building standards: reevaluate all for consistency with district intent, Sedona Community Plan, CFA Plans, and best practices. Many are legacy provisions from old county code.</li> <li>• Separation between buildings: most of these are likely unnecessary; review if possible.</li> <li>• Unlisted uses: Develop clear process and criteria for handling proposals for unlisted uses.</li> <li>• New/emerging uses: Address emerging uses that are currently missing from the LDC, such as: Breweries, distilleries, and wineries (and tasting facilities) – e.g., craft beverages; tiny homes (which may be addressed through standards for single-family dwellings); urban agriculture; produce stands; expanded restaurant types; fleet services (e.g., golf-cart shuttles); food trucks.</li> </ul>
Potential new districts	<ul style="list-style-type: none"> <li>• Create new districts to implement the Community Plan and Community Focus Area vision, goals, and specific plans, Gateway development standards, and Uptown area development standards.</li> <li>• Consider establishing one or more zoning districts with form-based components (e.g., massing &amp; scale of buildings, window transparency, entrance standards, and pedestrian amenities) for certain areas such as the cultural park or Uptown. Look at Flagstaff’s enabling language as an example. (Note, however, that updated citywide or area-specific development standards will also be an effective tool for addressing building form and design.)</li> <li>• Consider establishing a new Uptown entertainment district, which could be applied as an overlay district using a City-designated entertainment district (pursuant to A.R.S. §4-207) as a starting point. This overlay district could introduce area-specific development standards to address considerations for parking and entertainment uses that would</li> </ul>

**Table 5: Detailed Review of Current Land Development Code**

Article and Section	Comments
	<ul style="list-style-type: none"> <li>• complement an established entertainment district.</li> <li>• Consider establishing overlay zoning districts to address common elements within CFA plans.</li> <li>• Consider establishing one or more mixed-use zoning districts to promote a mix of commercial and residential uses with an emphasis on compact walkable development.</li> <li>• Consider establishing use regulations for urban farming activities.</li> </ul>
500 Purpose	<ul style="list-style-type: none"> <li>• See Major Themes - Restructure district list per discussion earlier in this report.</li> </ul>
501 Zoning map	<ul style="list-style-type: none"> <li>• Consider whether or not the zoning map should be linked digitally to Article 5 (Districts and Boundaries) in the LDC.</li> </ul>
502 Boundaries of districts	
Residential districts generally	<ul style="list-style-type: none"> <li>• Consider identifying a wider variety of dwelling types (e.g., duplexes, live-work) to improve housing diversity and affordability.</li> <li>• Consider allowing chickens and other potentially appropriate animals (e.g., bee colonies) in certain residential zoning districts. Local food production is important to Sedona.</li> <li>• Consider allowing bed and breakfast uses outside of the multifamily zoning designation with a conditional use permit and in compliance with any associated use-specific standards.</li> <li>• Consider establishing greater density allowance for projects providing affordable housing.</li> </ul>
600 RS-5A Single-family residential district	<ul style="list-style-type: none"> <li>• Eliminate as obsolete: seldom applied to zoning map.</li> </ul>
601 RS-70 Single-family residential district	<ul style="list-style-type: none"> <li>• Retain.</li> </ul>
602 RS-36 Single-family residential district	<ul style="list-style-type: none"> <li>• Consider consolidation with RS-35.</li> </ul>
603 RS-35 Single-family residential district	<ul style="list-style-type: none"> <li>• Consider consolidation with RS-36.</li> </ul>
604 RS-18a Single-family residential district	<ul style="list-style-type: none"> <li>• Consider consolidation with RS-18b.</li> </ul>
605 RS-18b Single-family residential district	<ul style="list-style-type: none"> <li>• Consider consolidation with RS-18a.</li> </ul>
606 RS-12 Single-family residential district	<ul style="list-style-type: none"> <li>• Consider consolidation with RS-10a and RS-10b.</li> </ul>
607 RS-10a Single-family residential district	<ul style="list-style-type: none"> <li>• Consider consolidation with RS-10b and RS-12.</li> </ul>
608 RS-10b Single-family residential district	<ul style="list-style-type: none"> <li>• Consider consolidation with RS-10a and RS-12.</li> </ul>
609 RS-6 Single-family residential district	<ul style="list-style-type: none"> <li>• Consider consolidation with RMH-6.</li> </ul>
610 RMH-12 Mobile home and single-family residential district	<ul style="list-style-type: none"> <li>• Consider consolidation with RMH-10.</li> </ul>
611 RMH-10 Mobile home and single-family residential district	<ul style="list-style-type: none"> <li>• Consider consolidation with RMH-12.</li> </ul>
612 RMH-6 Mobile home and single-family residential district	<ul style="list-style-type: none"> <li>• Consider consolidation with RS-6.</li> </ul>



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<b>Article and Section</b>	<b>Comments</b>
613 RM-1 Medium density multifamily residential district	<ul style="list-style-type: none"> <li>• Retain.</li> </ul>
614 RM-2 High density multifamily residential district	<ul style="list-style-type: none"> <li>• Retain.</li> </ul>
615 RM-3 High density multifamily residential district	<ul style="list-style-type: none"> <li>• Retain.</li> </ul>
616 MH Manufactured home district	<ul style="list-style-type: none"> <li>• Eliminate as obsolete: never applied to zoning map.</li> </ul>
617 PRD Planned residential development district	<ul style="list-style-type: none"> <li>• Consider consolidation with PD district.</li> </ul>
618 CN Neighborhood commercial district	<ul style="list-style-type: none"> <li>• Rename and refine standards to establish a new M1, mixed-use neighborhood district.</li> </ul>
619 OP Office professional district	<ul style="list-style-type: none"> <li>• Rename and refine standards to establish a new M2, mixed-use employment district.</li> </ul>
Commercial districts generally	<ul style="list-style-type: none"> <li>• Consider a more fine-grained lineup of commercial zoning districts to address various commercial sizes and contexts. (Existing CN, C1, and C2 could be updated and/or new mixed-use districts could address unique commercial characteristics.)</li> <li>• Consider allowing the keeping of horses on commercial properties for commercial purposes (e.g., stables and training).</li> <li>• Consider more flexibility for residential uses in commercial districts: <ul style="list-style-type: none"> <li>- Distinguish between standalone residential vs. vertical mixed-use (residential on upper stories).</li> <li>- Consider allowing higher densities of residential permitted in commercial districts.</li> </ul> </li> </ul>
620 C-1 General commercial district	<ul style="list-style-type: none"> <li>• Consider consolidation with C-2.</li> </ul>
621 C-2 General commercial district	<ul style="list-style-type: none"> <li>• Consider consolidation with C-1.</li> </ul>
622 C-3 Heavy commercial/light manufacturing district	<ul style="list-style-type: none"> <li>• Retain but rename to IN, light industrial.</li> </ul>
623 RC Resort commercial district	<ul style="list-style-type: none"> <li>• Consider consolidation with L district.</li> </ul>
624 PD Planned development district	<ul style="list-style-type: none"> <li>• Consider consolidation with PRD district.</li> <li>• Consider whether or not use standards remain (which could be approved based on a base zoning district or by individual negotiation for a PD).</li> <li>• Consider establishing a new Transfer of Development Rights (TDR) procedure to be considered with Planned Developments and through development agreements.</li> </ul>
625 CF Community facilities district	<ul style="list-style-type: none"> <li>• Retain.</li> <li>• Evaluate for appropriate uses and CUP requirements.</li> </ul>
626 P parking district	<ul style="list-style-type: none"> <li>• Eliminate as obsolete: seldom applied to zoning map.</li> </ul>
627 OS Open space and recreation district	<ul style="list-style-type: none"> <li>• Retain.</li> </ul>
628 NF National forest district	<ul style="list-style-type: none"> <li>• Retain.</li> </ul>
629 L Lodging district	<ul style="list-style-type: none"> <li>• Consider consolidation with RC district.</li> <li>• Evaluate and clarify the language.</li> </ul>

**Table 5: Detailed Review of Current Land Development Code**

Article and Section	Comments
	<ul style="list-style-type: none"> <li>• Evaluate appropriate densities for lodging and residential uses.</li> <li>• Consider mixed-use opportunities.</li> <li>• Evaluate affordable housing options.</li> <li>• Evaluate the effectiveness of regulations pertaining to the expansion of existing lodging establishments.</li> <li>• Consider flexible standards to allow for expansion of lodging establishments that exist outside of the Lodging district.</li> </ul>
630 T Transitional districts	<ul style="list-style-type: none"> <li>• Eliminate as obsolete: these were replaced by the SU district in 2003.</li> </ul>
631 H Historic district	<ul style="list-style-type: none"> <li>• Retain. Clarify this is an overlay district.</li> </ul>
632 SU Special use district	<ul style="list-style-type: none"> <li>• Retain.</li> <li>• Ensure that the SU district corresponds with the planned areas in the current Community Plan.</li> <li>• Evaluate the relationship of the SU district to the CFA’s and other proposed new districts.</li> <li>• Require additional community benefits for any rezoning to an SU district.</li> <li>• Evaluate whether some of the guidelines in the current SU district should be rewritten as mandates (e.g., replace “should” with “shall”).</li> </ul>
<b>Article 7 – Subdivision Regulations and Land Divisions</b>	
General	<ul style="list-style-type: none"> <li>• See Major Themes – User-friendliness. Summarize as many subdivision standards as possible in matrices, tables, etc.</li> <li>• Reconcile conflicts between engineering standards, City Code standards, and subdivision and road standards.</li> <li>• Revise references to specific editions of external engineering standards (e.g., ITE publications) to refer to “current edition.” Also reconcile inconsistent references to engineering standards (e.g., ITE, City Code, etc.).</li> <li>• Enhance the Subdivision Procedures</li> <li>• Establish a new conservation (or cluster) subdivision approval procedure where a unique set of lot layouts and building envelopes could be approved, often at greater densities, in exchange for protection of sensitive areas (e.g., floodplains, landmarks, natural resource areas, hazard zones, etc.). Clarion has drafted cluster subdivision procedures and can offer tailored solutions for Sedona. The City should consider initially whether it wants to establish a mandatory cluster subdivision procedure for certain areas, or whether to offer an optional cluster subdivision procedure where density and/or height bonuses are granted for protecting sensitive areas and meeting other performance criteria.</li> <li>• Consider integrating lot consolidations into the Minor Lot Division procedure.</li> <li>• Ensure all changes to subdivision procedures are aligned with State law.</li> </ul>
700 Purpose and intent	
701 Short title	
702 Authority and applicability	
703 Private agreements	
704 Platting procedures and requirements	<ul style="list-style-type: none"> <li>• Integrate subdivision approval procedures with other development review procedures in the LDC.</li> <li>• Consider differentiating between residential, commercial, and</li> </ul>

**Table 5: Detailed Review of Current Land Development Code**

Article and Section	Comments
	<p>condominium conversion subdivisions in terms of standards and procedures.</p> <ul style="list-style-type: none"> <li>• Establish time limits for recording plats and for expiration of plats (but pay attention to statutory requirements).</li> <li>• Include provisions for lot consolidations as part of the Minor Lot Division procedure.</li> <li>• Ensure that all City subdivision requirements are aligned with State law.</li> </ul>
705 Reserved	
706 Subdivision design principles and standards	<ul style="list-style-type: none"> <li>• Simplify by integrating standards into tables where possible. (E.g., Hillside subdivision regulations in 706.08 could be condensed into a matrix.)</li> <li>• Remove policy references to Community Plan and Trails and Urban Pathways Plan.</li> <li>• Street and driveway design (706.04): <ul style="list-style-type: none"> <li>- Make minimum right-of-way-widths automatic, not case-by-case.</li> <li>- Expand Table 7.1 to include minimum ROW widths (based on units served). Add caveat to minimum: may be narrower if cannot meet all requirements due to site conditions.</li> <li>- Require sidewalks on both sides of street, at least in more urban-oriented districts and CFA areas. Should such a requirement apply citywide, only in certain zoning districts, and/or for certain types of land uses? (E.g., in mixed-use districts, or for multifamily uses, etc.). Consider broader requirements for red concrete used as sidewalk materials.</li> <li>- Revise steep street grade standards to require concrete construction.</li> </ul> </li> <li>• Hillside development standards: working OK, retain.</li> <li>• Address cluster (conservation) subdivisions:</li> <li>• Consider where appropriate and allow by right without a Planned Development.</li> <li>• Establish minimum standards (e.g., where building envelopes should be located, quantity, and quality of open space protected).</li> <li>• Establish minimum widths for flag lots and other subdivision anomalies.</li> <li>• Establish minimum easement widths based on easement type.</li> <li>• Ensure that subdivisions will not result in parcels without adequate on-site parking (for properties where parking requirements were previously met by joint-use or shared parking agreements).</li> <li>• Clarify what standards (e.g., roads) apply to Land Division and when such improvements should be made.</li> <li>• Consider establishing “connectivity” standards and/or establishing an “access and circulation” section in the LDC. Introduce new and consolidate existing standards that address walkability and connectivity.</li> <li>• Establish better site access and internal circulation standards. Ensure access and parking areas can be connected across properties.</li> <li>• Promote connectivity without requiring extensive right-of-way (ROW) – could allow separate pedestrian easements.</li> </ul>
707 Improvement standards	<ul style="list-style-type: none"> <li>• Assurance of construction: clean up and simplify Sec. 707.07.</li> </ul>
708 Waivers	<ul style="list-style-type: none"> <li>• Combine with the plat procedures, and eliminate the term “waivers” wherever possible.</li> <li>• Consider if this procedure can be combined with proposed new “administrative adjustment.”</li> </ul>

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Article and Section	Comments
709 Reversion to acreage	
710 Land divisions	
711 Condominiums and condominium conversions (air space planning)	
<b>Article 8 – Grading and Drainage</b>	
General	<ul style="list-style-type: none"> <li>• Incorporate new stormwater quality and management standards from the Arizona Department of Environmental Quality (ADEQ). (Should these be included in a separate manual outside the LDC?)</li> <li>• Provide incentives for gray water use.</li> <li>• Ensure consistency with Design Review Manual (e.g., cut and fill standards).</li> <li>• Require drainage compliance with the City’s MS4 permit.</li> <li>• See additional comments from public works staff.</li> </ul>
800 Purpose	
801 Scope	
802 Minor modifications	
803 Permit required - exceptions	<ul style="list-style-type: none"> <li>• Remove Table 8.1 (Drainage Criteria). Instead, provide a cross reference to the material in the Stormwater master plan.</li> </ul>
804 Hazardous conditions	
805 Permit requirements	
806 Grading permit limitations and conditions	
807 Denial of permit	
808 Grading permit fees	<ul style="list-style-type: none"> <li>• Relocate permit fee schedule to an administrative manual.</li> <li>• Remove outdated reference to “mylars.”</li> </ul>
809 Bonds	
810 Grading, inspection, cuts, fills and supervision	<ul style="list-style-type: none"> <li>• Remove duplicative language between Articles 7 and 8 (e.g., driveway slopes).</li> </ul>
811 Safety precautions	
812 Responsibility of permittee	
813 Modification of approved plans	
814 Completion of work	
<b>Article 9 – Development Standards</b>	
General	<ul style="list-style-type: none"> <li>• Clarify relationship of Article 9 to 10, potentially merging both. See earlier discussion in Major Themes. Better integrate and/or explain the relationship between Article 10 (Design Review Manual) and other related standards in other chapters. Consider combining Article 10 with Article 9 (Development Standards).</li> <li>• Clearly distinguish between mandatory standards and then optional additional guidelines that are supplemental to the base standards.</li> <li>• Clarify overall order of standards. Typically we recommend moving from site organization and layout, to building design, to operating characteristics.</li> <li>• Consider including overall statement of applicability of article, particularly</li> </ul>

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Article and Section	Comments
	<p>when the standards apply to substantial redevelopment. Should the 25% threshold used for landscaping also apply to other types of standards?</p> <ul style="list-style-type: none"> <li>• Consider new standards to address sustainability, including incentives for green building design, water reduction, and other ideas proposed by the Sustainability Alliance. Could potentially weave these into other related sections and/or create a new standalone “Sustainability” section.</li> <li>• Address accessibility and visitability/universal design. Consider whether these standards should apply broadly, or to certain zoning districts, size thresholds for subdivisions, or use types?</li> </ul>
900 Purpose	<ul style="list-style-type: none"> <li>• Rewrite to clarify overall purposes of this article.</li> <li>• B. is a standard, not a purpose statement.</li> </ul>
901 Area and yard regulations	<ul style="list-style-type: none"> <li>• Globally, replace “yard” with “setback.”</li> <li>• Clarify that flatwork at grade that does not require a building permit is not subject to setback requirements.</li> <li>• Swimming pool/spa requirements are buried here; consolidate with other related standards in the new Use Standards article.</li> <li>• Consider allowing a higher lot coverage percentage for certain uses (e.g., mini-storage) to prevent them from going to two stories.</li> <li>• Clarify the types of structures (attached vs. detached), and to what extent balconies, porches, decks, and other structures may project into side or rear yards.</li> <li>• Address challenges in meeting cumulative regulations for lot coverage, FAR, height, and setback requirements.</li> <li>• Clarify (and illustrate) rules of measurement for irregular lots.</li> <li>• Improve flexibility for lot coverage, while keeping the floor area ratio (FAR) the same.</li> <li>• As an incentive for redevelopment, consider allowing greater lot coverage for commercial uses that require less parking (and potentially freeing up land for public access dedication).</li> </ul>
902 Accessory uses and structures	<ul style="list-style-type: none"> <li>• Relocate to new Use Standards article.</li> <li>• Consolidate with related accessory use/structure provisions in districts Article.</li> <li>• Refine definition of “cooking” facilities in this context; do not allow a second full kitchen in an accessory structure.</li> <li>• Clarify definitions and spacing rules for accessory structures such as canopies and trellises.</li> <li>• More clearly distinguish between accessory uses and accessory structures.</li> <li>• Be consistent with the repeal of ADUs (Sec. 918).</li> <li>• Evaluate whether some accessory uses should be allowed on a lot without a previously established primary use.</li> </ul>
903 Height regulations	<ul style="list-style-type: none"> <li>• Generally, section needs substantial cleanup. It is getting at the city’s goals, but is cumbersome. City is not looking to rethink height allowances, but rather to simplify this section.</li> <li>• Clarify applicability of height and massing standards (e.g., it is not clear if Section 903.02 applies to Planned Developments).</li> <li>• Improve clarity and user-friendliness (e.g., more tables; less narrative).</li> <li>• Consolidate similar requirements that are repeated in multiple paragraphs throughout this section.</li> </ul>

**Table 5: Detailed Review of Current Land Development Code**

Article and Section	Comments
	<ul style="list-style-type: none"> <li>• Consider flexible standards where greater height would be permitted if recommended in CFA plans, where viewsheds are not impacted, and/or for projects where affordable housing is provided.</li> <li>• Clarify walls and fences section 903.07 – should these standards apply to both walls and fences?               <ul style="list-style-type: none"> <li>- Consolidate fences, walls, and other screening device standards from Article 9 (height, screening, and landscaping sections) and Article 10 and should be consolidated.</li> <li>- Review standards for clarity. For example, Section 903.07 should be clearer on whether each of the standards applies to fences, or walls, or both. (It is confusing to understand how the City regulates walls on top of retaining walls. At what point does the retaining wall end, and a freestanding wall begin?)</li> <li>- Clarify requirements for and measurement of jogs in fences and walls. The current regulations are complex (e.g., generally require a jog in retaining walls every 40 feet, but require a jog in fences and walls that enclose a new subdivision every 50 feet). Additionally, the LDC clearly states an alternative solution (change in materials or break in wall) for fences and walls, but does not state the same for retaining walls. Definitions of several terms should be clarified (e.g., posts vs. piers, solid vs. nonsolid, opaque).</li> </ul> </li> <li>• Consider establishing building step-backs for second stories, and determine whether that standard should apply broadly or within certain zoning districts and/or to certain land uses.</li> <li>• 903.03: Parts of this section are confusing (height and massing for commercial, public and semi-public buildings located in the zoning districts listed).</li> <li>• Update building massing and siting regulations to:               <ul style="list-style-type: none"> <li>- Consider improving flexibility for unrelieved building planes (beyond current 903.01.B.2).</li> <li>- Consider distinguishing between building planes visible from public view vs. not visible from public view (this could be difficult given topography in Sedona).</li> <li>- Consider orientation requirements for homes (to address solar access).</li> <li>- Re-evaluate building separation requirements (e.g., Yavapai County reduced from 10 feet to 3 feet).</li> <li>- Revisit the massing incentive as it relates to increased heights.</li> <li>- Consider alternatives to FAR standards for controlling building massing and placement.</li> </ul> </li> </ul>
904 Color	<ul style="list-style-type: none"> <li>• Review best-practice approaches from other communities and improved methodologies, including better approaches for handling custom colors.</li> <li>• Continue to require colors (including signage) that reflect the natural environment in Sedona.</li> <li>• Address enforcement challenges related to the chroma component, which is hard to measure.</li> <li>• Consider requiring darker colors as a starting point, especially for larger buildings, while preventing undesirable tones (e.g., purple).</li> <li>• Adjust light reflectance values (LRV) for commercial (or larger-scale</li> </ul>

**Table 5: Detailed Review of Current Land Development Code**

Article and Section	Comments
	<p>buildings).</p> <ul style="list-style-type: none"> <li>• Include graphics (e.g., to improve understanding of the Munsell color system).</li> </ul>
905 Alternate standards	<ul style="list-style-type: none"> <li>• Retain this system, but focus on improving its clarity and user-friendliness.</li> <li>• Consider retaining the extra height incentive for darker colors (but clarify that the whole building does not have to be darker – only the upper floors).</li> <li>• Consider allowing additional options in the table of alternate standards.</li> </ul>
906 Materials	<ul style="list-style-type: none"> <li>• Retain; no major substantive changes proposed.</li> <li>• Consider prohibition on faux stone.</li> </ul>
907 Screening requirements	<ul style="list-style-type: none"> <li>• Evaluate opportunities for outdoor displays located outside a permanent structure.</li> <li>• Relocate satellite screening provisions to use-specific standards.</li> <li>• Re-evaluate screening requirements for equipment rental and auto sales (and potentially other uses): <ul style="list-style-type: none"> <li>- Current 3-foot requirement is inadequate, but any updates should be reconciled with any potential height restrictions for fence heights in front yards.</li> <li>- Specify that the regulations require permanent screening with a fence or dense landscaping.</li> </ul> </li> <li>• Evaluate the screening requirements in conjunction with setback requirements to avoid conflicts.</li> <li>• Allow for additional materials for fencing construction (e.g., re-use/recycled materials).</li> <li>• Clarify requirements and measurements for “jogs” in fences and walls.</li> <li>• Clarify permitted wall height and what constitutes an opaque vs. a non-opaque wall.</li> <li>• Clarify definitions and applicability of posts and masonry piers vs. attached retaining walls.</li> <li>• Clarify solid and non-solid bases and tops of walls.</li> <li>• Consider requiring higher screening between uses that may need to be buffered regardless of the zoning district they are in (e.g., churches, mobile home parks, etc.).</li> </ul>
908 Utilities	<ul style="list-style-type: none"> <li>• Retain; no major substantive changes proposed.</li> </ul>
909 Trees	<ul style="list-style-type: none"> <li>• Improve protections generally with language that is more specific and defensible.</li> <li>• Consider expanding tree density requirements to commercial properties.</li> <li>• Consider restrictions on topping of trees for view enhancement. Also consider tree replacement requirement on a case-by-case basis when a tree is removed.</li> <li>• Clarify LDC standards to improve enforceability of recurring challenges, such as illegal tree topping without permission from the City.</li> </ul>
910 Landscaping	<ul style="list-style-type: none"> <li>• Review the approved plant list (Appendix A of the DRM):</li> <li>• Determine appropriateness of native, adaptive, and unacceptable plant species.</li> <li>• Consider renaming the “Sedona Low Water Plant List” to “Sedona Acceptable Plant List” or similar to reinforce that drought-tolerance, though important, is not the only consideration for choosing plants.</li> </ul>

**Table 5: Detailed Review of Current Land Development Code**

Article and Section	Comments
	<ul style="list-style-type: none"> <li>• Consider establishing more categories in plant lists based on location on the property. For example, the City may want to limit the plants used in streetscapes to a greater degree than those on the remainder of the property.</li> <li>• Include standards for evaluating appropriateness of unlisted plant species.</li> <li>• Focus on native vegetation and water conservation:</li> <li>• Consider increasing the minimum requirement for native landscaping. For example, consider standard for 100 percent of required landscaping to be native, but any landscaping provided over the required amount could be non-native.</li> <li>• Address landscaping required with expansions and redevelopment. For expansions of buildings and/or sites, do not require cutting non-native species to comply with required native percentages.</li> <li>• Consider retaining the 50 percent evergreen requirement.</li> <li>• Purpose statement: Consider additional language on aesthetics. Landscaping is not just a water issue – it is also about aesthetic value and bringing the forest to the site.</li> <li>• Redevelopment thresholds: Rewrite to provide more options. Projects &lt;25% should have options for compliance; projects &gt;25% must comply.</li> <li>• Evaluate landscaping requirements for multi-family and commercial development, and evaluate screening requirements, especially for transitions between land use types.</li> <li>• Consider additional landscaping requirements for single-family residential uses.</li> <li>• Consider increased flexibility to allow for more colorful vegetation in landscape than otherwise provided in native landscaping programs.</li> <li>• Visibility triangle: Revise the standard to provide a simplified version that aligns with ADOT definitions.</li> <li>• Establish flatwork provisions that differentiate between patios, sidewalks, decks, and walkways.</li> </ul>
911 Outdoor lighting	<ul style="list-style-type: none"> <li>• Update lighting regulations to further “Dark Sky” objectives and to accommodate new technologies. Consider potential new standards from the model Dark Skies ordinance and other best-practice materials.</li> <li>• Do not be specific as to technologies, which can change quickly.</li> <li>• Consider increased flexibility to allow a greater diversity of bulb types.</li> <li>• Define lighting classes earlier in the text, when they are first mentioned.</li> <li>• Evaluate the percentage of shielding required for landscaping lighting (e.g., solar).</li> <li>• Include provisions for security lighting and Crime Prevention through Environmental Design (CPTED) standards.</li> </ul>
912 Off-street parking and loading requirements and standards	<ul style="list-style-type: none"> <li>• Align parking standards with a new master table of allowed uses so that every use has a corresponding parking ratio.</li> <li>• Consider revising current system by which the number of required parking spaces is based on number of bedrooms for residential uses.</li> <li>• Consider whether or not some areas or land use types and/or areas should require fewer parking spaces, or should be exempt from parking requirements altogether.</li> <li>• Consider different standards and programs for Uptown (and/or other</li> </ul>



**Table 5: Detailed Review of Current Land Development Code**

Article and Section	Comments
	<p>CFAs) such as a parking overlay district or a fee-in-lieu program.</p> <ul style="list-style-type: none"> <li>• Clarify how to administer parking requirements when tenant spaces change (which occurs frequently).</li> <li>• Integrate results of Kimley-Horn study related to parking, where relevant to the LDC.</li> <li>• Establish additional parking incentives and opportunities:               <ul style="list-style-type: none"> <li>- Consider options for compact cars, electric vehicles, bicycle parking, etc.</li> <li>- Revisit the combination of uses standards (Section 912.02.C) to improve shared parking opportunities.</li> <li>- Consider extending shared parking or offsite parking beyond 300-foot distance from primary use. (500?)</li> <li>- Allow submittal of parking management plan that justifies deviations from minimum requirements.</li> </ul> </li> <li>• Include nonconforming parking language in the parking section of the LDC.</li> <li>• Address parking lot layout and circulation standards, some of which may be located in a new access and circulation section within the LDC.</li> <li>• Develop easier method of determining parking requirements for resort hotels.</li> <li>• Planned shopping centers: drop threshold for unified control; consider expanding concept to other uses.</li> <li>• Accessible spaces: consider exempting downtown from these requirements.</li> <li>• Consider more flexible loading standards. Modern zoning codes recognize that loading and deliveries are occurring more frequently throughout a given day, and via smaller vehicles.</li> </ul>
913 Golf course development standards	<ul style="list-style-type: none"> <li>• Consider further restriction of golf courses in Sedona, to the extent practicable and permitted by law (and potentially remove from the LDC use lists).</li> </ul>
914 Educational institutions	<ul style="list-style-type: none"> <li>• Integrate into use-specific standards; no major substantive changes proposed.</li> </ul>
915 Home occupation uses	<ul style="list-style-type: none"> <li>• Integrate into accessory use standards.</li> <li>• Specifically list uses that are prohibited as home occupations.</li> </ul>
916 Adult uses	<ul style="list-style-type: none"> <li>• Integrate into use-specific standards; no major substantive changes proposed.</li> </ul>
917 Open air businesses	<ul style="list-style-type: none"> <li>• Specifically address mobile food vendors (food trucks) and provide standards, which currently are addressed in this category. There are issues with administering these regulations, and there is some local resistance to these uses from other permanent business owners.</li> </ul>
918 Accessory dwelling units (ADU)	<ul style="list-style-type: none"> <li>• Repealed in 2016 – do not carry forward.</li> </ul>
919 Uses related to the dispensing and cultivation of medical marijuana	<ul style="list-style-type: none"> <li>• Integrate into use-specific standards; no major substantive changes proposed.</li> </ul>
<b>Article 10 - Design Review Manual</b>	
General	<ul style="list-style-type: none"> <li>• Clarify relationship of Article 9 to 10, potentially merging both. See earlier discussion in Major Themes. Better integrate and/or explain the</li> </ul>

**Table 5: Detailed Review of Current Land Development Code**

Article and Section	Comments
	<p>relationship between Article 10 (Design Review Manual) and other related standards in other chapters. Consider combining the mandatory elements of Article 10 with Article 9 (Development Standards), and removing the non-mandatory elements to a separate document outside the LDC.</p> <ul style="list-style-type: none"> <li>• Rewrite all text to clarify standards (mandatory) versus guidelines (optional).</li> <li>• Update and supplement all graphics.</li> </ul>
1.0 Introduction and overview	<ul style="list-style-type: none"> <li>• Develop new clear statements of applicability to replace existing text.</li> <li>• Remove outdated plan references and descriptions of original planning process.</li> </ul>
2.0 Site development	
3.0 Architectural character and building form	
4.0 General landscape character	
5.0 Potential special development areas	
6.0 Development review process/submission requirements	
7.0 Appendices	
<b>Article 11 – Sign Regulations</b>	
	<ul style="list-style-type: none"> <li>• City is currently revising sign regulations. Revisions will be carried forward into updated LDC.</li> </ul>
<b>Article 12 – Nonconforming Situations</b>	
1200 Purpose	
1201 Nonconforming lots	
1202 Nonconforming developments	<ul style="list-style-type: none"> <li>• Ensure this section is consistent with other areas of the code that apply to substantial redevelopments. Different sections appear to use different thresholds currently.</li> </ul>
1203 Nonconforming signs	
1204 Nonconforming uses	
<b>Article 13 - Severability</b>	
	<ul style="list-style-type: none"> <li>• Carried forward and integrated into the new Article 1, General Provisions, without substantive edits.</li> </ul>
<b>Article 14 - Enforcement</b>	
	<ul style="list-style-type: none"> <li>• Carried forward and integrated into the new Article 1, General Provisions, without substantive edits.</li> </ul>
<b>Article 15 – Historic Preservation Ordinance</b>	
	<ul style="list-style-type: none"> <li>• Definitions will be carried forward but relocated to the definitions article.</li> <li>• Procedures may be relocated to the administration and procedures article.</li> <li>• Operating rules of the Commission will be relocated outside the LDC.</li> </ul>
<b>Article 16 – Reserved</b>	

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<b>Article and Section</b>	<b>Comments</b>
	Remove this article (no content).

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<b>Article and Section</b>	<b>Comments</b>
<b>Article 17 – Wireless Communications Facilities</b>	
	<ul style="list-style-type: none"><li>• Will be carried forward into the new Article 4 without substantive edits.</li></ul>
<b>Article 18 – Public Art</b>	
	<ul style="list-style-type: none"><li>• Will be integrated into the new Article 5, Development Standards, without substantive edits.</li></ul>
<b>Article 19 – Main Street and Character Districts Design Manual</b>	
	<ul style="list-style-type: none"><li>• Currently being evaluated for citywide applicability of standards. Some of the guidelines and/or standards may be relocated and integrated into the new Article 5, Development Standards.</li></ul>