

Summary Minutes
City of Sedona
Planning & Zoning Commission Meeting
City Council Chambers, 102 Roadrunner Drive, Sedona, AZ
Tuesday, January 16, 2018 - 5:30 p.m.

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, & ROLL CALL

Chair Losoff called the meeting to order at 5:30 p.m., led the Pledge of Allegiance and requested roll call.

Roll Call:

Planning & Zoning Commissioners Present: Chair Marty Losoff, Vice Chair Levin and Commissioners Randy Barcus, Eric Brandt, Kathy Kinsella, Larry Klein and Gerhard Mayer.

Staff Present: Warren Campbell, Audree Juhlin, Matt Kessler, Cari Meyer, Robert Pickels Jr., Rob Pollock and Donna Puckett

Councilor(s) Present: Mayor Moriarty

2. ANNOUNCEMENTS & SUMMARY OF CURRENT EVENTS BY COMMISSIONERS & STAFF

There were no announcements.

3. APPROVAL OF THE FOLLOWING MINUTES:

a. **November 30, 2017 (WS)**

b. **December 5, 2017 (R)**

Chair Losoff indicated that he would entertain a motion to approve the minutes.

MOTION: *Vice Chair Levin so moved. Commissioner Brandt seconded the motion. VOTE: Motion carried seven (7) for and zero (0) opposed.*

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.)

William Chisholm, Sedona, AZ: Mr. Chisholm wanted to comment on the work session, Land Development Code, and if it is not appropriate, tell him it is not appropriate. It was not on this agenda, so he is opening his mouth. He then confirmed that was okay, and indicated that in the previous working session, he heard comments about the in-lieu fee that would be earmarked for public parking. He thinks that was in one of the things talked about that wherever it was couldn't provide parking, and his comment is how those things get earmarked. He did a little bit of independent unverified research about the City of Boston; it cost \$95/sq. ft. for a parking space and 330 sq. ft., so \$31,000 a space. He also independently talked to somebody else about construction around here and heard \$70,000 per space. The only reason he is bringing that up is it sounds like it would be a big number if you were going to build 100 parking spaces somewhere. If you are going to collect dollars in lieu of, where is it going to get put and what amount do we need to gather to actually do something to facilitate centralized parking and that kind of thing? Maybe people know, but he just wanted to bring that up.

Mr. Chisholm stated that he heard, in the previous meeting, reference to other cities like Gilbert, Scottsdale and Cottonwood, and then quotes around the Verde Valley, and he is doing some independent research. When people talk about things in Sedona, he is trying to find valid comps, to use a real estate term, and he doesn't know that all of those cities are valid comps, but maybe they are when it comes to two to four million tourists a year and those kinds of situations, so he would be

interested in knowing, and he is going to try to find out himself what we consider a valid comp for the City of Sedona, when it comes to Planning & Zoning type things.

Mr. Chisholm stated that the third point is how many parking spots; they talked about cars, motorcycles and bikes. He doesn't know, he is only a third of the way through the Community Development Plan, if it is there, but how many parking spots do we think we need? Like is there a quantity for cars, motorcycles and bikes and where do we think we need them, so that as plans are being made and codes are being adjusted, we can rationalize that the 1.5 or 2.5 ratios make sense, because it supports the target amount that we need, and then the last thing he will say is that he supports the additional analysis of a Firewise code – the urban and forest boundaries. As a member of the public, he supports that additional analysis.

The Chair encouraged Mr. Chisholm to follow-up with staff, and having no additional requests to speak, the Chair closed the public forum at this time.

5. **CONSIDERATION OF THE FOLLOWING ITEMS THROUGH PUBLIC HEARING PROCEDURES:**
- a. **Discussion/possible action regarding a request to amend an existing Conditional Use Permit to allow for new outdoor play areas at 175 Kachina Drive (Sedona Charter School). The property is zoned Single-Family Residential (RS-35) and is located on the south side of Kachina Drive, between Dry Creek Road and Moki Drive. APN: 408-02-077F Applicant: Sedona Charter School (Alice Madar) Case Number: PZ17-00015 (CUP)**

Matt Kessler identified the subject location on a vicinity map and the site on an aerial map. He explained that the intent is to enclose the existing covered playground for a musical room, relocate the playground, and add additional play areas to the south side of the school site where it is largely forested and untouched, but there is a small path that is clear where they would like to put the amenities.

As some background, Matt stated that the school sits on one parcel just under 4.5 acres and the property is zoned Single-family Residential, RS-35, so the school is a conditionally-allowed use. The Sedona Charter School has been at this location since 1999 when it was approved for a Conditional Use Permit, and with that permit, a multi-phase site plan was approved, including the eventual enclosure of that covered playground area and some other elements as well; however, some of the elements they are requesting were not on that site plan, and that is the reason for this amendment. Later in 2007, the school got an additional Conditional Use Permit to relocate the historic Bennet-Purtyman Cabin to the west of the school for additional classroom facilities, and the original 1999 Conditional Use Permit was renewed in 2010 without an expiration date.

Matt indicated that the applicant is proposing to amend their current Conditional Use Permit to allow for these additional play areas. These would include a covered playground area that is shown as 75' x 30' on their site plan, which is just over 2,000 sq. ft., a ball court area next to it and a fitness trail. They are not proposing to remove any trees or to change existing lighting, site access or school enrollment. This is simply to relocate the covered playground that they would like to convert to the music facilities, but if this application is approved tonight, they would still need to apply for all of the required building permits in order to start construction.

Matt then pointed out the proposed elements on the applicant's proposed site plan, as well as the trail with the different exercise stations. He also showed the canvas covering for the playground and indicated that he thinks they want to go with a tan product; it is about 16' in height and made of fabric with four supporting posts. A picture from Posse Grounds showed the type of equipment they would likely want to do around the trail, but without any covering.

Matt indicated that as part of this application, staff did a site visit and took photos showing the mature vegetation that is around the site where they would like to place these improvements and the approximate location of the playground and nearest building in the Del Sol Townhomes. Matt pointed out that there is a lot of vegetation for screening there and another

photo showed more of the vegetation from approximately where the ball court would go and where the fitness trail would start and end.

Matt stated that staff believes that the application meets the required findings for a Conditional Use Permit and the required screening for outdoor play areas for an educational institution. The applicant completed their Citizen Participation Plan and received two responses from members of the Del Sol Townhomes; both responses were related to noise and sound constraints. Staff completed the required public noticing and did not receive any comments, and there were no comments from any reviewing agency, so based on the required findings, staff is recommending approval of this application with the conditions listed in the Staff Report.

Applicant, Alice Madar, Director of Finance and Administration, Sedona Charter School:

Ms. Madar stated that they are happy with their location and reiterated that this request is just to move their current playground and equipment 100 ft. southeast, so it is a small amendment, and they try really hard to be a good neighbor. Their neighbors have not complained to them about noise in the 17 years they have been there, and they plan to keep it that way.

Commissioners' Questions:

Commissioner Barcus asked if the property is fenced, and Ms. Madar stated no, it is not fenced. Part of their original Conditional Use Permit was that the campus would be available for the neighbors to use as a park when school is not in session, and they do use it that way.

Commissioner Brandt asked about the two responses from the neighbors, and Ms. Madar indicated that the first was a call from the neighbor that is in the Del Sol Condominiums who is absolutely closest to the property line, and he said that they can hear the kids playing. She didn't record the conversation, but she did write it down, and in general, they understand the need for a school and they like the sound of kids playing, but they don't want it to get overwhelming, and whatever the school could do to mitigate the noise would be appreciated. The other was a visit from a board member of the Condominiums and she walked the member around the site and the member didn't express concerns one way or the other, just more questions about exactly what they were doing.

Chair Losoff opened the public forum at this time.

John Griffin, Sedona, AZ: Mr. Griffin indicated that he lives directly across from the school, and stated that when the original Conditional Use Permit was passed, he was on the Planning & Zoning Commission, and he is not sure if any of the Commissioners were on the Commission at that time, but the City was very leery, as it tends to be in Sedona about anything new, so for charter schools, quite a list of things that we were concerned with was developed, e.g., noise, traffic, etc., and it was a pretty healthy list. The Sedona Charter School came in and was determined to get this school up and running 16 or 17 years ago, and they jumped through all the hoops that were put before them, and as a neighbor, they have been a fantastic school to be around. The thing that is amazing about this school is their arts, music programs, and violin orchestra they have. This is the type of thing that we need to embrace in Sedona; this type of education. Other schools are eliminating programs, and they are adding them. This new music, multi-use room that they are finally putting in, which was originally part of a space that they were going to be able to use later on, was perfect for this. He knows for a fact that the Del Sol Townhomes, the two of them that are nearest to the school, were purchased after the school was in place, so certainly they were aware of it – not that they are making a big deal about it, but he thinks this is something that is needed in the community. We should embrace it and allow it to flourish, because it is an amazing school.

Having no additional requests to speak, the Chair closed the public forum.

Summary Discussion:

Commissioner Mayer commented that physically education is a very important part of the whole education system, and they don't have a playground per se or football field or any of those

amenities, so this is an enhancement of their physical ability to contend later on in high school or something like that, so it is a great thing. He built that school by the way, just so you know, and he thinks it is a great asset to our community and the students are excellent. Whatever comes out of there, they all excel in future academic years.

Chair Losoff stated that the only concern that has been expressed is noise, but over the years there has been very little if any complaints, so obviously it has not been an issue, and it doesn't sound like it is going to be an issue going forward, so we will see if there is any motion for approval, disapproval or continuance.

MOTION: Vice Chair Levin moved for approval of case number PZ17-00015, Conditional Use Permit, Sedona Charter School Play Areas, based on compliance with all ordinance requirements and satisfaction of the Conditional Use Permit findings and applicable Land Development Code requirements and the recommended Conditions of Approval. Commissioner Kinsella seconded the motion.

Chair Losoff asked if the amendment would extend the Conditional Use Permit or just continue with the existing timeframe, and Cari Meyer stated that the current Conditional Use Permit does not have an expiration date.

VOTE: Motion carried seven (7) for and zero (0) opposed.

6. FUTURE MEETING DATES AND AGENDA ITEMS

- a. Tuesday, February 6, 2018; 3:30 pm (Work Session)
- b. Tuesday, February 6, 2018; 5:30 pm (Public Hearing)
- c. Tuesday, February 20, 2018; 3:30 pm (Work Session)
- d. Tuesday, February 20, 2018; 5:30 pm (Public Hearing)

Audree Juhlin stated that on February 6th, there will be a work session at 3:30 p.m. to continue the discussion on the Land Development Code that started today, and then there will be a public hearing at 5:30 p.m. to introduce, as a public hearing item, the Residence Inn hotel next to the Courtyard Marriott, and we will also be bringing back the rules and procedures for further discussion. For February 20th, we currently do not have any items.

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.

No Executive Session was held.

8. ADJOURNMENT

Chair Losoff called for adjournment at 5:50 p.m., without objection.

I certify that the above is a true and correct summary of the meeting of the Planning & Zoning Commission held on January 16, 2018.

Donna A. S. Puckett, *Administrative Assistant*

Date