

AGENDA

4:30 P.M.

CITY OF SEDONA, CITY COUNCIL MEETING

TUESDAY, JANUARY 8, 2019

NOTES:

- Public Forum:
Comments are generally limited to **3 minutes**.
- Consent Items:
Items listed under Consent Items have been distributed to Council Members in advance for study and will be enacted by one motion. Any member of the Council, staff or the public may remove an item from the Consent Items for discussion. Items removed from the Consent Items may be acted upon before proceeding to the next agenda item.
- Meeting room is wheelchair accessible. American Disabilities Act (ADA) accommodations are available upon request. Please phone 928-282-3113 at least two (2) business days in advance.
- City Council Meeting Agenda Packets are available on the City's website at:
www.SedonaAZ.gov

GUIDELINES FOR PUBLIC COMMENT

PURPOSE:

- To allow the public to provide input to the City Council on a particular subject scheduled on the agenda.
- This is not a question/answer session.

PROCEDURES:






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

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE/ROLL CALL

2. CITY'S VISION/MOMENT OF ART

3. CONSENT ITEMS - APPROVE

LINK TO DOCUMENT = 

- a. Minutes - December 11, 2018 City Council Regular Meeting. 
- b. Minutes - December 12, 2018 City Council Special Meeting - Executive Session. 
- c. Minutes - December 12, 2018 City Council Special Meeting. 
- d. Approval of Proclamation, Human Trafficking Awareness Month, January 2019. 
- e. AB 2458 Approval of a recommendation regarding an Application for Extension of Premises/Patio Permit for Winery 1912 & Distillery located at 320 N. St Rt 89A #3, Sedona, AZ. 

4. APPOINTMENTS - None.

5. SUMMARY OF CURRENT EVENTS BY MAYOR/COUNCILORS/CITY MANAGER



6. PUBLIC FORUM

(This is the time for the public to comment on matters not listed on the agenda. The City Council 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.)

7. PROCLAMATIONS, RECOGNITIONS & AWARDS

- a. Swearing in of Police Sergeant Laura Leon.
- b. Presentation of Proclamation, Human Trafficking Awareness Month, January 2019.

8. REGULAR BUSINESS

- a. AB 2456 **Public hearing/discussion/possible action** regarding a request for Preliminary Plat approval for a proposed 30-unit subdivision at 125 Bristlecone Pines Road (Hillside Vista Estates). The property is zoned single-family residential (RS-35) and is located west of Bristlecone Pines Road, north of Navoti Drive, and south of Bobwhite Circle. APN: 408-11-178D. Applicant: Hoskin Ryan Consultants (Scott Lorentzen) Case Number: PZ18-00003 (SUB) 
- b. AB 2455 **Discussion/possible direction** regarding updates to the Posse Grounds Park Operations Plan. 
- c. **Reports/discussion** regarding Council assignments.
- d. **Discussion/possible action** regarding future meeting/agenda items.

CITY COUNCIL CHAMBERS
102 ROADRUNNER DRIVE, SEDONA, AZ

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.

AGENDA

4:30 P.M.

CITY OF SEDONA, CITY COUNCIL MEETING

TUESDAY, JANUARY 8, 2019

Page 2, City Council Meeting Agenda Continued

9. 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 Council 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.

10. ADJOURNMENT

Posted: _____

By: _____

Susan L. Irvine, CMC
City Clerk

Note: Pursuant to A.R.S. § 38-431.02 notice is hereby given to the members of the City Council and to the general public that the Council will hold the above open meeting. Members of the City Council will attend either in person or by telephone, video, or internet communications. The Council may vote to go into executive session on any agenda item, pursuant to A.R.S. § 38-431.03(A)(3) and (4) for discussion and consultation for legal advice with the City Attorney. Because various other commissions, committees and/or boards may speak at Council meetings, notice is also given that four or more members of these other City commissions, boards, or committees may be in attendance.

A copy of the packet with material relating to the agenda items is typically available for review by the public in the Clerk's office after 1:00 p.m. the Thursday prior to the Council meeting and on the City's website at www.SedonaAZ.gov. The Council Chambers is accessible to people with disabilities, in compliance with the Federal 504 and ADA laws. Those with needs for special typeface print, may request these at the Clerk's Office. All requests should be made **forty-eight hours** prior to the meeting.

CITY COUNCIL CHAMBERS
102 ROADRUNNER DRIVE, SEDONA, AZ

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.

**Action Minutes
Regular City Council Meeting
City Council Chambers, Sedona City Hall,
102 Roadrunner Drive, Sedona, Arizona
Tuesday, December 11, 2018, 4:30 p.m.**

1. Call to Order/Pledge of Allegiance/Moment of Silence/Roll Call

Mayor Moriarty called the meeting to order at 4:30 p.m.

Council Present: Mayor Sandy Moriarty, Vice Mayor John Martinez, Councilor Bill Chisholm, Councilor John Currivan, Councilor Scott Jablow, Councilor Jessica Williamson. Councilor Janice Hudson was absent and excused.

Staff Present: City Manager Justin Clifton, City Attorney Robert Pickels, Jr., City Engineer/Public Works Director Andy Dickey, Engineering Supervisor Stephen Carver, Associate Engineer James Crowley, Associate Engineer David Peck, Associate Engineer Bob Welch, IT Director Chuck Hardy, Management Analyst Megan McRae, Citizen Engagement Coordinator Lauren Browne, Director of Financial Services Cherie Wright, Arts & Culture Coordinator Nancy Lattanzi, Deputy City Clerk Colleen Lyons, City Clerk Susan Irvine.

2. City's Vision/Moment of Art

A video of the City's Vision was played.

Nancy Lattanzi introduced Devin Angelet, a local vocalist, composer, director, and educator. Ms. Angelet performed "I Will" by the Beatles and "True Colors" by Cyndi Lauper.

3. Consent Items

- a. **Minutes - November 26, 2018 City Council Special Meeting.**
- b. **Minutes - November 27, 2018 City Council Special Meeting.**
- c. **Minutes - November 27, 2018 City Council Regular Meeting.**
- d. **Minutes - November 28, 2018 City Council Special Meeting.**
- e. **AB 2416 Approval of a resolution authorizing the execution of an Intergovernmental Agreement (IGA) between the City of Sedona and the Coconino County Flood Control District (CCFCD) for the distribution of approximately \$400,000 in drainage funds to be used for the Juniper Hills Area Drainage Improvements Project.**
- f. **AB 2450 Approval of a 5-year agreement with Xerox for the lease of 11 multifunction copiers.**
- g. **AB 2454 Approval of appointment of Joan Dwyer as Magistrate Pro Tem for the Sedona Municipal Court.**

Motion: Vice Mayor Martinez moved to approve consent items 3a, 3b, 3c, 3d, 3e, 3f, and 3g. Seconded by Councilor Jablow. Vote: Motion carried unanimously with six (6) in favor (Moriarty, Martinez, Chisholm, Currivan, Jablow, and Williamson) and zero (0) opposed.

4. Appointments – None.

5. Summary of Current Events by Mayor/Councilors/City Manager

Mayor Moriarty advised that the Northern Lights show will run for four nights beginning on Thursday and occurs at 6:00, 7:00, 8:00, & 9:00 p.m. each day. Vice Mayor Martinez clarified that these are not lasers projected onto the rocks and will not harm animals.

6. Public Forum

Carolyn Keefer, Village of Oak Creek, stated that she and some associates are interested in forming a permanent children's educational botanic garden and would like the City to consider allowing use of a 1.4-acre parcel in Posse Grounds Park near the playground. Their team would be responsible for the creative process, fundraising for the infrastructure, construction, development, and oversight.

7. Proclamations, Recognitions, and Awards – None.

8. Regular Business

a. AB 2378 Discussion/possible direction regarding the Sedona In Motion transportation program.

Introduction by Justin Clifton. Presentation by Stephen Craver, Justin Clifton, and Andy Dickey.

Questions from Council.

Opened to the public at 5:36 p.m.

The following spoke in opposition to all options of the Forest Road connection under SIM-5: Elliott Greenburg, Sedona, Gayle Harte, Sedona, Mac Penman, Gurnee, IL, James Ochoa, Sedona, Dwight Kadar, Sedona, President of Forest Road Condominium Association representing 5,300 owners, and Jami Champagne, Flagstaff, operational manager of Forest Road Condominium Association.

Brought back to Council at 5:53 p.m.

Comments from Council.

Further presentation from staff and questions and comments from Council.

Opened to the public at 6:36 p.m.

The following spoke regarding SIM-11 bike and pedestrian issues: Thomas Bruck, Village of Oak Creek; Kevin Adams, Village of Oak Creek, Scott Keller, Village of Oak Creek, Doug Copp, Sedona, Kali Gajewski, Sedona on behalf of Sedona XYZ, Marty Glinsky, Sedona, Michele Weston, Sedona, and Mike Raney, Sedona.

Brought back to Council at 6:55 p.m.

Further presentation from staff and questions and comments from Council.

Opened to the public at 7:18 p.m.

The following spoke regarding SIM-4 SR 179 Improvements: Scott Keller, Village of Oak Creek.

Brought back to Council at 7:21 p.m.

Further presentation from staff and questions and comments from Council.

By majority consensus Council directed staff as follows:

- **SIM-6 Neighborhood Connections: change language from off the table to not currently being actively pursued.**
- **SIM-5 Major Roadway Connections:**
 - **Forest Road Connection - study the issue further and come back to Council with more precise information on potential costs, more detailed design, and impacts of potential routes**
 - **Portal Lane/Ranger Road Connection – continue with study**
- **SIM-11 Bicycle & Pedestrian: pursue transitional green lanes and a comprehensive bicycle/pedestrian master plan for the City**
- **SIM-4 SR 179 Improvements – move forward with study of slip lanes and pedestrian crossing improvements.**

Break at 7:24 p.m. Reconvened at 7:44 p.m.

- b. AB 2449 Discussion/possible direction regarding recommendations made by the City Council Small Grants Review Subcommittee on possible changes to the criteria and process used to make awards under the City's Small Grants Program.**

Councilor Chisholm disclosed that he leads the Local Marine Corps League who received funds from this program for the Toys for Tots program. He does not personally receive financial benefit from this program.

Presentation by Megan McRae, Justin Clifton, and Stephanie Giesbrecht, Volunteer Small Grants Program Coordinator.

Questions and comments from Council.

By majority consensus, Council concurred with the recommendations of the Council Grants Subcommittee and also directed staff to leave the requirements for 501C status and board of directors in place.

- c. AB 2432 Discussion/possible action regarding the approval of certain contract documents between the City of Sedona and MidState Energy LLC, and between the City of Sedona and National Bank of Arizona, for a guaranteed energy cost savings contract providing for energy efficient measures and equipment, and lease/purchase thereof, in accordance with A.R.S. § 34-105, and in an amount not to exceed \$371,998.**

Presentation by Justin Clifton, Ben Madson and Randy Falconer from MidState Energy, and Robert Pickels, Jr. Lee Davis from National Bank of Arizona was available to answer questions.

Questions and comments from Council.

Motion: Councilor Currivan moved to approve Resolution No. 2018-39, authorizing the City Manager to enter into the Installation Agreement, Guaranteed Savings Agreement, Investment Grade Audit Agreement, and Lease Purchase Agreement, with all documents subject to final review and approval by the City Attorney. Seconded by Councilor Chisholm. Vote: Motion carried unanimously with six (6) in

favor (Moriarty, Martinez, Chisholm, Currivan, Jablow, and Williamson) and zero (0) opposed.

- d. **AB 2453 Discussion/possible direction regarding a proposed two-day Council retreat agenda.**

Presentation by Justin Clifton.

By majority consensus, Council agreed to pursue a comfortable facility, even if there was a related cost, and to use a paid facilitator.

- e. **Reports/discussion on Council assignments - None.**
- f. **Discussion/possible action on future meeting/agenda items**

Mayor Moriarty advised that there are special meetings tomorrow at 2:00 & 3:00 p.m.

9. Executive Session

Upon a public majority vote of the members constituting a quorum, the Council 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.

10. Adjournment

Mayor Moriarty adjourned the meeting at 9:16 p.m. without objection.

I certify that the above are the true and correct actions of the Regular City Council Meeting held on December 11, 2018.

Susan L. Irvine, CMC, City Clerk

Date

Action Minutes
Special City Council Meeting - Executive Session
Schnebly Conference Room, Sedona City Hall,
104 Roadrunner Drive, Sedona, Arizona
Wednesday, December 12, 2018, 2:00 p.m.

1. Call to Order

Mayor Moriarty called the meeting to order at 2:02 p.m.

2. Roll Call

Council Present: Mayor Sandy Moriarty, Vice Mayor John Martinez, Councilor Bill Chisholm, Councilor John Currivan, Councilor Scott Jablow, Councilor Jessica Williamson. Councilor Janice Hudson was absent and excused.

Staff in attendance: City Manager Justin Clifton, Assistant City Manager/Community Development Director Karen Osburn, City Attorney Robert Pickels, Jr., Deputy City Clerk, Colleen Lyons, City Clerk Susan Irvine.

3. Executive Session

Motion: Vice Mayor Martinez moved to enter into Executive Session at 2:03 p.m. Seconded by Councilor Williamson. Vote: Motion carried unanimously with six (6) in favor (Moriarty, Martinez, Chisholm, Currivan, Jablow, and Williamson) and zero (0) opposed.

Upon a public majority vote of the members constituting a quorum, the Council may hold an Executive Session that is not open to the public for the following purposes:

- a. **Discussion/consultation with legal counsel to consider the City's position and instruct the City Attorney regarding the impact of Proposition 126, passed by Arizona voters on November 6, 2018, and the possible need for legal action. This matter is brought in executive session pursuant to A.R.S. § 38-431.03(A)(3) & (4).**
- b. **Return to open session. Discussion/possible action on executive session items.**

4. Adjournment

Mayor Moriarty adjourned the meeting at 2:28 p.m.

I certify that the above are the true and correct actions of the Special City Council Meeting held on December 12, 2018.

Susan L. Irvine, CMC, City Clerk

Date

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**Action Minutes
Special City Council Meeting
City Council Chambers, Sedona City Hall,
102 Roadrunner Drive, Sedona, Arizona
Wednesday, December 12, 2018, 3:00 p.m.**

1. Call to Order/Pledge of Allegiance/Moment of Silence

Mayor Moriarty called the meeting to order at 3:01 p.m.

Roll Call: Mayor Sandy Moriarty, Vice Mayor John Martinez, Councilor Bill Chisholm, Councilor John Currivan, Councilor Scott Jablow, Councilor Jessica Williamson. Councilor Janice Hudson was absent and excused.

Staff Present: City Manager Justin Clifton, Assistant City Manager/Community Development Director Karen Osburn, City Attorney Robert Pickels, Jr., Deputy City Clerk Colleen Lyons, City Clerk Susan Irvine.

2. Special Business

a. AB 2445 Discussion/possible direction regarding the draft Sustainable Tourism Plan including possible direction for follow up meetings relating to future workplans and budget.

Presentation by Justin Clifton, Karen Osburn, Robert Pickels, Jr., Sedona Chamber of Commerce and Tourism Bureau CEO/President Jennifer Wesselhoff, Nichols Tourism Group President Mitch Nichols, and ASU Center for Sustainable Tourism Director Christine Vogt.

Questions and comments from Council.

By majority consensus Council asked that the following be addressed:

- **Ensure that the content of the plan includes:**
 - **Encourage linkages through all pillars, the community plan, other existing plans, etc.**
 - **Give credit to organizations currently working on projects.**
 - **Develop dynamic metrics to evaluate objectives**
- **Environmental Pillar:**
 - **Objective 3 – Add Tactic 4 – Add additional charging stations in and around Sedona**
 - **Objective 4 – Tactic 6 – reword to “Develop educational programs that demonstrate how to “Leave No Trace””**
- **Resident Quality of Life Pillar:**
 - **Remove Objective 1 and work it into the preface/introduction of the plan**
 - **Objective 3 – combine Tactics 2 and 4**
 - **Objective 6 – reword to “Develop new sustainability-focused experiences that resonate with both Sedona residents and visitors”**
- **Quality of Economy Pillar**
 - **Objective 1 – Tactic 2 - reword to “Utilize mix of performance metrics to ensure Sedona’s visitor industry maintains economically strong”**

- **Objective 3 – Tactic 1 – reword to “Review current tourism funding levels in the context of competitive destinations”**
- **Tactic 2 reword to – “Annually review and adjust SCC&TB budget allocation based on dynamic indicators to meet economic and sustainability goals”**
- **Tactic 3 – remove from Sustainability Plan and discuss possibility of RFP at Council retreat**
- **Visitor Experience Pillar – no changes.**
- b. **Discussion/possible action on future meeting/agenda items - None.**
- 3. **Executive Session**

Upon a public majority vote of the members constituting a quorum, the Council 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.

4. **Adjournment**

Mayor Moriarty adjourned the meeting at 5:24 p.m. without objection.

I certify that the above are the true and correct actions of the Special City Council Meeting held on December 12, 2018.

Susan L. Irvine, CMC, City Clerk

Date



City of Sedona Proclamation Request Form

Full Name of Contact Person	Carol Gandolfo
Contact Phone Number	(928) 282-0918
Contact Mailing Address	40 Schimberg Rd., Sedona, AZ 86336
Contact Email Address	Carolgandolfo4950@gmail.com
Group, Organization, Activity or Event Being Recognized (Please make sure you provide complete and current information about the group or event)	Coalition Against Human Trafficking-Northern Arizona is a nonprofit grass roots organization dedicated to combating human and sex trafficking in our communities through increasing awareness about this growing problem. Our mission is to educate, provide a networking platform and collectively partner with diverse groups including law enforcement, schools, community organizations, businesses, faith-based organizations, government agencies, first responders and service providers to help eradicate human trafficking.
Website Address (if applicable)	www.caht-naz.org
Name of the sponsor(s) of the Proclamation (2 Council members or the City Manager)	Vice-Mayor John Martinez Mayor Sandy Moriarty
What is the proclaimed day, days, week or month? (e.g. 10/11/12, October 11-17, 2012, October 2012)	January 8, 2019
Would you like to attend a Council meeting for formal presentation of the Proclamation or would you like to pick it up?	<input checked="" type="checkbox"/> Presentation at Meeting <input type="checkbox"/> Pick up Proclamation
If you would like the Proclamation presented at a Council meeting, please provide the full name and contact information (phone number and email address) of the party who will accept it on behalf of the group.	Carol Gandolfo (same information as above)

Provide information about the organization/event including a mission statement, founding date, location and achievements.

The Coalition Against Human Trafficking-Northern Arizona is a nonprofit grass roots organization dedicated to combating human and sex trafficking in our communities through increasing awareness about this growing problem. Our mission is to educate, provide a networking platform and collectively partner with diverse groups including law enforcement, schools, community organizations, businesses, faith-based organizations, government agencies, first responders and service providers to help eradicate human trafficking.

Please explain why this Proclamation and any events accompanying it are important to the Community and are consistent with the City's vision statement and Community Plan goals. What is the clear reason for the Proclamation and why are you requesting this honor? What activities/events are planned around this Proclamation and how do you plan to promote this to the community?

The unfortunate reality is that human trafficking exists in every country of the world, including the United States. The U.S. Department of Homeland Security has named Arizona as one of the highest risk states for human trafficking, and we have incidents of human trafficking here in our Yavapai County communities. While many are under the misconception that human trafficking victims are only foreign born and those who are poor, the fact is that human trafficking victims can be any age, race, gender, or nationality, and they come from all socioeconomic groups.

On April 13th of this year, the Red Rock News broke the story about the indictment and charges filed against Michael Lacey co-owner of backpage. He and other individuals, involved with backpage, were charged with one count of conspiracy and 50 counts of facilitating prostitution. Additional charges of money laundering and conspiracy to commit money laundering are also being considered. What make this occurrence so alarming is that it happened in our own backyard. The address was in the 10600 block on State Route 89A, in Oak Creek Canyon. This event breaks the common myth that, because we live in Sedona, it must be happening "somewhere else, happening to "somebody else", "it is a victimless crime", it is in the "bad part of town", or it is a "women's issue".

Please include a draft of the proposed Proclamation with this request, preferably a Word file in electronic format.

*Office of the Mayor
City of Sedona, Arizona*



**Proclamation
Human Trafficking Awareness Month
January 2019**

WHEREAS, human trafficking is a modern-day form of slavery involving the illegal trade of people for exploitation or commercial gain; and

WHEREAS, every year, millions of men, women, and children are trafficked in countries around the world including the United States; and

WHEREAS, it is estimated that human trafficking generates billions of dollars of profit per year, second only to drug trafficking as the most profitable form of transnational crime; and

WHEREAS, human trafficking is a hidden crime whose victims rarely seek help because of language barriers, fear of the traffickers, and/or fear of law enforcement; and

WHEREAS, traffickers use force, fraud, or coercion to lure their victims and force them into labor or commercial sexual exploitation; and

WHEREAS, traffickers look for people who are susceptible for a variety of reasons, including psychological or emotional vulnerability, economic hardship, lack of a social safety net, natural disasters, or political instability; and

WHEREAS, the trauma caused by the traffickers can be so great that many may not identify themselves as victims or ask for help, even in highly public settings; and

WHEREAS, the United States Senate designated January 11th as National Human Trafficking Awareness Day and other organizations have designated January as Human Trafficking Awareness Month; and

WHEREAS, the City of Sedona is supportive of the many efforts underway in Yavapai County, Coconino County, and the State of Arizona with the passage of legislation to remove immunity for websites hosting illegal content.

NOW, THEREFORE, I, SANDY MORIARTY, MAYOR OF THE CITY OF SEDONA, ARIZONA, ON BEHALF OF THE SEDONA CITY COUNCIL, do hereby proclaim January 2019 as "Human Trafficking Awareness Month" in the City of Sedona and offer our support for increasing public awareness of human trafficking.

Issued this 8th day of January, 2019.

Sandra J. Moriarty, Mayor

ATTEST:

Susan L. Irvine, CMC, City Clerk

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**CITY COUNCIL
AGENDA BILL**

**AB 2458
January 8, 2019
Consent Items**

Agenda Item: 3e
Proposed Action & Subject: Approval of a recommendation regarding an Application for Extension of Premises/Patio Permit for Winery 1912 & Distillery located at 320 N. St Rt 89A #3, Sedona, AZ.

Department	City Clerk
Time to Present	N/A
Total Time for Item	
Other Council Meetings	N/A
Exhibits	Permit Application is available for review in the City Clerk's office.

City Attorney Approval	Reviewed 12/31/18 RLP	Expenditure Required	\$ 0
City Manager's Recommendation	Approve an Extension of Premises/Patio Permit for Winery 1912.	Amount Budgeted	\$ 0
		Account No. (Description)	N/A
		Finance Approval	<input checked="" type="checkbox"/>

SUMMARY STATEMENT

Background: State liquor laws require Sedona's City Council to forward a recommendation for approval or denial of applications for liquor licenses.

Winery 1912 & Distillery applied for an Extension of Premises/Patio permit to include a patio area on the exterior of their licensed premises applicable to their Series 19 Remote Tasting Room Liquor License (License #19033002). Winery 1912 & Distillery is located at 320 N. St Rt 89A #3, Sedona, AZ. They would like to expand their seating to the patio and to allow for consumption on the patio. For this additional space to be included in the approved Series 19 Liquor License, Winery 1912 & Distillery is required to submit and receive a recommendation for an Extension of Premises/Patio permit from the local authority. City Council is being asked to forward a recommendation for approval or denial for this application.

Remote Tasting Rooms are tied to a Master License and have on- and off-sale retail privileges. The licensee may serve liquor produced at the Master License premises for on- and off-sale consumption and for the purpose of sampling. The liquor sold at the remote tasting room must have all manufacturing taxes paid, must be produced/manufactured at the

Master License location with this exception: a remote tasting room may sell products from other Master Licenses of the same series not to exceed 20 percent (20%) of total sales by volume.

Community Development, Finance, the Sedona Police Department (SPD), and Sedona Fire District (SFD) have conducted a review of the application and no objections were noted.

Community Plan Consistent: Yes - No - Not Applicable

Board/Commission Recommendation: Applicable - Not Applicable

Alternative(s): Do not recommend approval of an Extension of Premises/Patio Permit for Winery 1912 & Distillery located at 320 N. St Rt 89A #3, Sedona, AZ.

MOTION

I move to: recommend approval of an Extension of Premises/Patio Permit for Winery 1912 & Distillery located at 320 N. St Rt 89A #3, Sedona, AZ.



**CITY COUNCIL
AGENDA BILL**

**AB 2456
January 8, 2019
Regular Business**

Agenda Item: 8a

Proposed Action & Subject: Public hearing/discussion/possible action regarding a request for Preliminary Plat approval for a proposed 30-unit subdivision at 125 Bristlecone Pines Road (Hillside Vista Estates). The property is zoned single-family residential (RS-35) and is located west of Bristlecone Pines Road, north of Navoti Drive, and south of Bobwhite Circle. APN: 408-11-178D. Applicant: Hoskin Ryan Consultants (Scott Lorentzen) Case Number: PZ18-00003 (SUB)

Department	Community Development
Time to Present	10 minutes
Total Time for Item	60 minutes
Other Council Meetings	May 22, 2007
Exhibits	<ul style="list-style-type: none"> A. Conditions of Approval, as recommended by Planning and Zoning Commission B. Planning and Zoning Commission Packet, December 4, 2018 C. Planning and Zoning Commission Minutes, December 4, 2018

City Attorney Approval	Reviewed 12/31/18 RLP	Expenditure Required	\$ 0
City Manager's Recommendation	Approve the Preliminary Plat for Hillside Vista Estates.	Amount Budgeted	\$ 0
		Account No. (Description)	N/A
		Finance Approval	<input checked="" type="checkbox"/>

SUMMARY STATEMENT

The applicant is requesting Preliminary Plat Approval to allow for a thirty (30) unit subdivision at 125 Bristlecone Pines Road. The Planning and Zoning Commission unanimously recommended approval of the Preliminary Plat (6-0, Chair Levin excused) on December 4, 2018.

Background:

The following is a summary of the proposal. For more specific information about the proposal and staff's analysis, please review the Planning and Zoning Commission's December 4, 2018 Staff Report provided in Exhibit B. The minutes from the Planning and Zoning Commission's

December 4, 2018 meeting are provided as Exhibit C. The project is being unanimously recommended for approval by the Planning and Zoning Commission. Additional project documents, engineering reports, and meeting materials for the Planning and Zoning Commission's meetings on the project can be accessed through the project page on the City's website at the following link:

<http://sedonaaz.gov/your-government/departments/community-development/projects-and-proposals/hillside-vista-estates>

Project Summary:

The property is in west Sedona north of State Route 89A and the Sedona Summit Resort, west of Bristlecone Pines Road and the Las Lomas Subdivision, and south of Bobwhite Circle and the Quail Run Amended Subdivision. It is approximately 32.13 acres in size.

An application to subdivide this property (SUB2006-12) was originally filed in June 2006. The Planning and Zoning Commission held a public hearing on the Conceptual Plat on September 5, 2006, and recommended approval of the Preliminary Plat on April 3, 2007. The Preliminary Plat was approved by the City Council on May 22, 2007.

After approval of the Preliminary Plat, the applicant did not receive approval of the Final Plat. LDC Section 704.06 (Expiration of Preliminary Plat Approval) states that the approval of a preliminary plat shall expire 36 months from the date of Council approval. As a Final Plat was never approved, the Preliminary Plat expired, and a new subdivision application is required.

The following is a timeline of the proposed Preliminary Plat project to this point:

- February 2018: Applicant met with Staff for required Pre-Application meeting
- March 29, 2018: Applicant submitted for Conceptual Plat Review
- June 19, 2018: Planning and Zoning Commission Public Meeting, Conceptual Review
- July 23, 2018: Applicant submitted for Preliminary Plat Review
 - Comments on the submittal were provided to the applicant on August 30, 2018.
 - Revised project documents were provided by the applicant on October 18 and November 13, 2018.
- December 4, 2018: Public Hearing with Planning and Zoning Commission regarding the Preliminary Plat

The project site is designated as Single Family Low Density on the Future Land Use Map and is zoned Single-Family Residential (RS-35). Because the zoning is consistent with the Community Plan's land use designation, no Community Plan Amendment or zone change is needed for the proposed subdivision. The property is not within a Community Focus Area (CFA) or any other special planning areas designated by the City. The RS-35 zoning district (LDC 603) contains the property development standards that are used in the review of the proposed subdivision. These standards include the following:

- Minimum lot area: 35,000 square feet
- Minimum lot dimensions: 145 feet wide, 145 feet deep
- Density: Maximum of 1 unit per 1 acre

In addition, the property development standards include the standards such as lot coverage and setbacks that will guide the ultimate development of the proposed lots.

Effect of Newly Adopted Land Development Code (LDC) on this Proposal

As this project was submitted and deemed complete prior to the effective date of the new Land Development Code, the subdivision standards in the previous LDC have been used in evaluating the proposal. However, if the subdivision completes all necessary approvals and is constructed, any future houses will be reviewed under the new LDC and subject to the standards in place at the time of building permit submittal.

Evaluation of Proposal

In considering an application for a Subdivision/Preliminary Plat, the review process is guided by Article 7 (Subdivision Regulations and Land Divisions) of the LDC. LDC Section 704.04.G. states that the Commission must make a recommendation on the preliminary plat to City Council. The Commission's recommendation shall be based on the following findings:

- a. That the proposed subdivision conforms to the adopted goals, objectives and policies of the city;
- b. That the proposed subdivision, as reviewed and approved, will not be detrimental to the public health, safety and general welfare;
- c. That environmental concerns, including scenic impacts, conform with adopted standards;
- d. That the design of the proposed subdivision is sensitive to the physical characteristics of the site;
- e. That the proposed subdivision is consistent with the provisions and intents of zoning regulations applicable to the property;
- f. That the proposed subdivision conforms with the improvement and design standards set forth in these regulations and other applicable adopted ordinances.

Further guidance when considering an application for a Subdivision/Preliminary Plat is given by LDC Section 706 (Subdivision design principles and standards) which ensures consistency with the applicable goals, objectives, and recommendations of the Sedona Community Plan, adopted specific plans, and City of Sedona Engineering Design Standards and Details.

After review and evaluation, staff believes that the request is consistent with all applicable sections as outlined in the attached staff report packet, subject to the recommended conditions of approval (Exhibit A).

Planning & Zoning Commission

The Planning and Zoning Commission held one public hearing to consider the Preliminary Plat application on December 4, 2018. During that meeting, the Commission discussed the proposed subdivision and associated site improvements, including the following:

- Designation of the proposed road as a public road
- Questions regarding notes on the Preliminary Plat
- Dust and noise mitigation measures to be used during construction
- Traffic questions regarding the intersection of State Route 89A and Bristlecone Pines Road
- Clarification on the 10-foot wide multi-use path being proposed

Four (4) members of the public spoke at the hearing. Most comments were from residents of the neighboring subdivisions and focused largely around the impacts the proposed subdivision would have on their existing homes. The applicant indicated that they intend to continue to work with the neighbors throughout the construction process. The speakers' full comments are provided in the December 4, 2018 meeting minutes (Exhibit C).

Community Plan Consistent: Yes - No - Not Applicable

Staff believes that the proposed Preliminary Plat, as conditioned during the Commission's public hearing, complies with the Community Plan as enumerated in this Agenda Bill, the Planning and Zoning Commission Staff Report (Exhibit B), and accompanying background material, available online at:

<http://sedonaaz.gov/your-government/departments/community-development/projects-and-proposals/hillside-vista-estates>

Board/Commission Recommendation: **Applicable** - **Not Applicable**

On December 4, 2018, the Planning and Zoning Commission, in a 6-0 vote (Chair Levin excused), recommended City Council approval of the Preliminary Plat.

Alternative(s):

MOTION

I move to: approve the proposed Preliminary Plat as set forth in case number PZ18-00003 (SUB), Hillside Vista Estates, based on compliance with all ordinance requirements and satisfaction of the Subdivision criteria and applicable Land Development Code requirements and the conditions as outlined in the attached staff report.

Conditions of Approval

PZ18-00003 (SUB)

Hillside Vista Estates



City of Sedona

Community Development Department

102 Roadrunner Drive Sedona, AZ 86336

(928) 282-1154 • www.sedonaaz.gov/cd

As approved by Planning and Zoning Commission, December 4, 2018

1. Development of the subject property shall be in substantial conformance with the applicant's representations of the project, including the Preliminary Plat signed November 12, 2018, grading and drainage plans, letter of intent dated November 12, 2018, and all other supporting documents, as reviewed, modified and approved by the Planning and Zoning Commission and City Council.
2. Preliminary Plat approval shall expire 36 months from the date approved by the City Council, subject to the following:
 - a. Final plats recorded within 12 months of the original Council approval shall be subject to the design and improvement standards applicable at the time of the approval;
 - b. Applications for final plats processed through the city more than 12 months after original Council approval of the preliminary plat shall be subject to the design and improvement standards applicable at the time of the application;
 - c. Preliminary plat areas for which no final plat has been applied for or recorded within 36 months of original Council approval shall expire and shall require a new subdivision application;
 - d. It shall be the responsibility of the subdivider to monitor elapsed time and reflect appropriate design and improvement standards with each submittal.
3. Within sixty (60) days of approval of the Preliminary Plat, the applicant shall submit a Revised Preliminary Plat for review by the Community Development Director. The Revised Preliminary Plat shall address the following:
 - a. The layout of Lot 7 shall be amended to include a minimum of 35,000 square feet. All other lots impacted by this amendment shall maintain a minimum size of 35,000 square feet.
4. Prior to City Council consideration of the Final Plat, the applicant shall satisfy the following conditions:
 - a. The Final Plat shall meet all requirements of SLDC Article 7: Subdivision Regulations.
 - b. The Final Plat shall address all outstanding comments from the Public Works Department, as outlined in the Engineering Comments dated November 20, 2018.
 - c. Sewer line easements for all existing and new sewer lines shall be shown on the Final Plat.
 - d. Provide the appropriate dedication language on the Plat.
 - e. Street, curb, and gutter design shall be in compliance with the requirements of the SLDC.
 - f. The Final Plat shall designate the location of any proposed subdivision sign and/or cluster mailbox, if proposed.
 - g. The applicant shall submit a Final Grading and Drainage Report for review and approval by the City Engineer.
 - h. Drainage easements shall be provided to the satisfaction of the City Engineer and shall meet the minimum dimensions of Chapter 8 of the SLDC.
 - i. The roadway cut/fill slopes shall be either in the roadway right-of-way or in a slope maintenance easement (SLDC Section 706.08.A.3.g).
 - j. Provide a Sewer Design Report.

- k. All requirements from the Sedona Fire District shall be met.
5. Prior to recording the Final Plat, the applicant shall satisfy the following conditions:
 - a. Financial Assurances which meet the requirements of the City of Sedona, Land Development Code Section 707.07, shall be on file with the City Clerk.
 6. Prior to issuance of a grading or building permit, the following documents and details shall be provided to the City for review and approval:
 - a. Improvement plans and sewer plans shall meet all requirements of the Public Works Department and the Wastewater Department.
 - b. For projects involving grading of more than 5,000 cubic yards, a haul plan, a dust control plan, a topsoil reutilization plan, a stormwater pollution prevention plan, and a traffic control plan shall be required. Each must be acceptable to and approved by the City Engineer. (LDC Section 806)
 - c. Applicant shall provide a Neighbor Contact and Response Plan. The plan shall define site signage, which shall include a hotline number.
 - d. Provide utility construction details on plans.
 - e. Provide cut and fill earthwork quantities (in cu. yds.) for the project. If applicable, the applicant shall provide bond assurance, which meets the requirements of the City of Sedona, Land Development Code Section 809, prior to issuance of a building permit.
 - f. A copy of the ADEQ "Approval to Construct" Water Facilities and Wastewater Facilities shall be provided prior to construction.
 - g. Provide construction details for concrete structures (walls, curb, etc.). Designs shall be in accordance with the submitted Geotech Report.
 - h. Applicant shall provide a Storm Water Pollution Prevention Plan along with the ADEQ NOI (disturbance area appears to be greater than 1 acre). Note: This project appears to be within ¼ mile of Oak Creek - special requirements may apply. SWPP measures shall be in place prior to the start of construction (LDC Article 8). Storm water quality measures shall also comply with City of Sedona Code, Chapter 13.5 requirements.
 - i. Determine the need for a 404 permit from the Army Corps of Engineers for work in watercourse areas prior to disturbance of those areas.
 - j. No dumping of excavated material is allowed within city limits without prior authorization from the City of Sedona Engineering Department (LDC Chapter 8).
 - k. The site plan, grading plan and landscape plans shall be carefully coordinated and any discrepancies resolved to the satisfaction of the Director of Community Development.
 7. Upon completion of the infrastructure for the project and prior to release of the required financial assurances, staff shall verify that all construction is in substantial accordance with the plans as submitted, reviewed, and approved by the Planning and Zoning Commission and the City Council, and the following conditions have been met:
 - a. Per the recommendation from the Traffic Impact Study prepared by Southwest Traffic Engineering, LLC; the applicant shall provide an exclusive left turn lane and a shared through/right turn lane at the southbound approach of Bristlecone Pines and SR89A. The southbound left turn lane shall provide a minimum of 100 feet of storage.
 - b. All on-site improvements shall substantially conform to the plans on which the grading permit was issued.

-
- c. Applicant shall provide copies of all required testing to the Engineering Department.
 - d. All new and existing utility lines shall be provided through underground installation.
 - e. All requirements of the Sedona Fire District shall have been satisfied.
 - f. As-builts shall be provided to the City in digital and hard copy formats acceptable to the City Engineer.
 - g. All areas of cut and fill shall be landscaped or dressed in such a manner as to reduce the potential for erosion.
 - h. Applicant shall provide a letter, sealed by the engineer of record, verifying that the work, as done, is in substantial accordance with the approved plans.
8. Within thirty days of approval of the Preliminary Plat, the property owner of record of the subject property voluntarily agrees to sign and record a waiver acknowledging their waiver of any right to claim just compensation for diminution in value under A.R.S. §12-1134 related to the granting of this Preliminary Plat approval.

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Staff Report
 PZ18-00003 (SUB)
 Hillside Vista Estates
 Summary Sheet



**City Of Sedona Community
 Development Department**
 102 Roadrunner Drive Sedona, AZ 86336
 (928) 282-1154 · www.sedonaz.gov/cd

Meeting Date: December 4, 2018
Hearing Body: Planning and Zoning Commission
Action Requested: Recommendation of approval of Preliminary Plat
Staff Recommendation: Recommendation of approval of Preliminary Plat, with condition(s)
Location: 125 Bristlecone Pines Road
Parcel Number: 408-11-178D
Owner: Hart Sedona 32 LLC
 PO Box 13315; Scottsdale, AZ 85267-3315
Applicant: Hoskin Ryan Consultants (Scott Lorentzen)
 5050 N 40th Street, Ste. 100; Phoenix, AZ 85018
Project Summary: 30 unit subdivision
Site Size: ± 32.13 acres
Community Plan Designation: Single Family Low Density
Zoning: Single-Family Residential (RS-35), maximum density: 1 unit per acre
Current Land Use: Vacant

Surrounding Properties

	Subdivision	Community Plan Designation	Zoning	Current Land Use
NORTH	Quail Run Amended	Single Family Low Density	RS-35	Residential
EAST	Las Lomas	Single Family Low Density	RS-35	Residential
SOUTH	n/a	Commercial/Lodging	PD	Timeshares (Sedona Summit)
WEST	n/a	National Forest	NF	National Forest

Report Prepared By: Cari Meyer, Senior Planner

Attachments

1. Vicinity / Aerial Map14
 2. Applicant Submitted Materials¹
 a. Application, Letter of Intent15
 b. Citizen Participation Report32
 c. Preliminary Plat62
 3. Subdivision Checklist67

4. Staff and Review Agency Comments.....69

¹The following applicant submitted materials are not included in the Planning and Zoning Commission Packet but are available online on the Project Page (<http://sedonaaz.gov/your-government/departments/community-development/projects-and-proposals/hillside-vista-estates>)

- i. *Engineering Reports (Traffic Impact Analysis, Preliminary Drainage Report, Geotechnical Report, Water Demand Report)*
- ii. *Engineering Drawings (Sewer Plans, Improvement Plans)*
- iii. *Previous Submittals (Conceptual Plat Application)*



PLATTING PROCEDURES

Platting procedures for new subdivisions are laid out in Land Development Code (LDC) Article 7 (Subdivision regulations and Land Divisions), Section 704 (Platting procedures and requirements), and include the following:

- Stage I – Pre-Application Conference
- Stage II – Conceptual Review
- Stage III – Preliminary Plat
- Stage IV – Revised Preliminary Plat
- Stage V – Final Plat

Stage I (Pre-Application Conference) is done with staff and the applicant and was completed in February 2018. Stage II (Conceptual Plat) was completed with a Planning and Zoning Commission public hearing on June 19, 2018.

The applicant has now submitted for Preliminary Plat Review. This stage of the platting process includes detailed subdivision planning, submittal, review and approval of the preliminary plat. LDC 704.09.C outlines the submittal requirements for a preliminary plat and LDC 704.04 outlines the general process for review of the Preliminary Plat, including the following responsibilities of the Commission (LDC 704.04.G):

1. *The Commission shall make a written recommendation to the Council on the proposed preliminary plat. This recommendation may be for approval, conditional approval or denial of the preliminary plat as proposed, after considering the recommendations and findings of the Director and all other appropriate agencies and testimonies of the applicant, interested individuals and the public. The Commission's recommendation shall be based on the following findings:*
 - *That the proposed subdivision conforms to the adopted goals, objectives and policies of the city;*
 - *That the proposed subdivision, as reviewed and approved, will not be detrimental to the public health, safety and general welfare;*
 - *That environmental concerns, including scenic impacts, conform with adopted standards;*
 - *That the design of the proposed subdivision is sensitive to the physical characteristics of the site;*
 - *That the proposed subdivision is consistent with the provisions and intents of zoning regulations applicable to the property;*
 - *That the proposed subdivision conforms with the improvement and design standards set forth in these regulations and other applicable adopted ordinances.*
2. *If the plat is generally acceptable but requires minor revision before proceeding with preparation of the final plat, the Commission may find conditional approval and note the required revisions in the minutes of the hearing.*
3. *If the Commission finds that the plat requires major revision, consideration of the plat may be continued pending revision or resubmittal of the plat or any part thereof. Major revisions shall be subject to the same review requirements as the original submittal.*
4. *If the Commission is unable to make a determination because additional consideration is necessary, the Commission may continue consideration of the plat to its next regularly scheduled public hearing or other properly noticed public hearing as agreed to between the Commission and the applicant.*

After the Planning and Zoning Commission makes a recommendation to Council, Staff will schedule a public hearing with City Council, at which time the Council will approve, approved with conditions, or deny the Preliminary Plat. If the Council approves the Preliminary Plat, the applicant will submit a revised preliminary plat (if necessary) for Staff review, followed by the Final Plat for City Council review. The Commission's involvement in the platting/subdivision process ends after a recommendation on the Preliminary Plat has been forwarded to City Council.

PROJECT SUMMARY

The applicant is seeking approval of a Subdivision application to allow for a 30 unit single-family subdivision on approximately 32.13 acres (approximately 0.93 units per acre).

SITE CHARACTERISTICS (EXISTING)

- The project site is one parcel of approximately 32.13 acres.
- The property is in Yavapai County.
- The property is currently vacant.
- The property is not part of any subdivision.
- There are two points of access to the site from Bristlecone Pines Road: One across from Emerald Court and one across from and approximately 100 feet south of Turquoise Court. Both access points are unimproved.
- There is a City designated floodplain on the northern portion of the site.
- The existing vegetation onsite consists of a mixture of mature native trees and shrubs.

BACKGROUND

The property proposed for development is zoned Single-Family Residential (RS-35) and is currently vacant. The RS-35 district is intended to promote and preserve low density single-family residential development and limits density to one dwelling unit per acre. The principal land use is intended to be single-family dwellings and incidental or accessory uses.

An application to subdivide this property (SUB2006-12) was originally filed in June 2006. The Planning and Zoning Commission held a public hearing on the Conceptual Plat on September 5, 2006, and recommended approval of the Preliminary Plat on April 3, 2007. The Preliminary Plat was approved by the City Council on May 22, 2007.

After approval of the Preliminary Plat, the applicant did not receive approval of the Final Plat. LDC Section 704.06 (Expiration of Preliminary Plat Approval) states that the approval of a preliminary plat shall expire 36 months from the date of Council approval. As a Final Plat was never approved, the Preliminary Plat expired and a new subdivision application is required.

The applicant first contacted City Staff in Fall 2017 to discuss the current proposal. Though the current application is nearly identical (number of lots, lot layout, road alignment) to the Preliminary Plat that was approved in 2007, as a Final Plat for that project was never approved, a new application is required. The following is a timeline of the project to this point:

- February 2018: Applicant met with Staff for required Pre-Application meeting
- March 29, 2018: Applicant submitted for Conceptual Plat Review
 - Comments on the submittal were provided to the applicant on May 16, 2018. Revised project documents in response to those comments were provided by the applicant on May 23, 2018.
- June 19, 2018: Planning and Zoning Commission Public Meeting, Conceptual Review
- July 23, 2018: Applicant submitted for Preliminary Plat Review

- Comments on the first submittal were provided to the applicant on August 30, 2018. Revised project documents were provided by the applicant on October 18, and November 13, 2018.
- December 4, 2018: Planning and Zoning Commission Public Hearing, Preliminary Plat
- Future Dates TBD: This project will require a public hearing with the City Council for the Preliminary Plat and approval by the City Council for the Final Plat. Those meeting dates have not been determined.

PUBLIC INPUT

- The proposal documents were placed on the Projects and Proposals page of the Community Development Department website (www.sedonaaz.gov/projects).
- The applicant notified property owners within 300 feet of the subject property about the application and held a public meeting on May 24, 2018. The applicant conducted follow-up meetings with homeowners at their residences on June 6-7, 2018 to discuss specific concerns. The applicant's Citizen Participation Report is included as Attachment 2.b.
- Required public noticing, including a posting on the property, a mailing to property owners within a 300-foot radius, and a notice in the Red Rock News, was completed for the Planning and Zoning Commission's December 4 Public Hearing.
- All notices contain contact information or directions on how to submit comments. As of November 27, 2018, the City has not received any comments.

REVIEWING AGENCY COMMENTS AND CONCERNS

The application documents were routed to review agencies for comments. Comments were received from the following agencies and are included as Attachment 4:

- a. City of Sedona Community Development
- b. City of Sedona Public Works (Engineering and Wastewater)
- c. Arizona Department of Transportation (ADOT)
- d. UniSource Energy

In addition, the following review agencies submitted comments during the review of the Conceptual Plat and did not update their comments during review of the Preliminary Plat.

- a. Sedona Fire District
- b. United States Forest Service (USFS)

All comments have been addressed by the applicant through resubmittal of the project documents, are included as recommended conditions of approval, or are requirements for future stages of the project (Final Plat, Building Permits).

COMMUNITY PLAN AND ZONING

The project site is designated as Single Family Low Density on the Future Land Use Map and is zoned Single-Family Residential (RS-35). Because the zoning is consistent with the Community Plan's land use designation, no Community Plan Amendment or zone change is need for the proposed subdivision. The property is not within a Community Focus Area (CFA) or any other special planning areas designated by the City.

The RS-35 zoning district (LDC 603) contains the property development standards that are used in the review of the proposed subdivision. These standards include the following:

- Minimum lot area: 35,000 square feet

- Minimum lot dimensions: 145 feet wide, 145 feet deep
- Density: Maximum of 1 unit per 1 acre

In addition, the property development standards include the standards such as lot coverage and setbacks that will guide the ultimate development of the proposed lots. Future buildings will be subject to the standards in place at the time of building permit submittal.

DEVELOPMENT PROPOSAL

The applicant is proposing a new 30 lot single-family subdivision on approximately 32.13 acres. For the subdivision to be constructed, the following must be approved:

1. Subdivision (SUB) application for the subdivision layout (lots and streets)

Phasing

The subdivision streets and infrastructure are proposed to be developed in a single phase. Development of the proposed lots would occur through the City's single-family home review process, which is an administrative process, conducted by City staff, and does not require Planning and Zoning Commission review or public input.

Subdivision Layout

- The subdivision provides two access points, one at the south end and one at the north end of the subdivision.
- The proposed road is a 50 foot right-of-way that will become a public road and has been designed to follow existing topography and generally goes through the middle of the subdivision, with lots on each side of the road.
- Lots range in size from 34,850 square feet to 76,038 square feet.
 - The minimum lot size in this zoning district is 35,000 square feet. As currently shown, Lot 7 is at 34,850 square feet, 150 square feet short of the minimum requirement. The applicant will be required to amend this lot layout to ensure all lots have a minimum size of 35,000 square feet. This may be addressed through the Revised Preliminary Plat and is included in the recommended conditions of approval.
- The overall density of the subdivision is 0.93 units per acre.
- All lots have minimum dimensions of 145 feet wide by 145 feet deep.
- The building envelopes designated within each envelope meet or exceed setback requirements for the RS-35 zoning district.
- Lots that are impacted by drainage areas or natural features generally contain more land area, giving each property a reasonably sized building envelope.
- Non-vehicular access easements and shared driveways are proposed in areas with steeper slopes or drainage impacts to minimize the potential for disturbance.
- Separate properties (Tract A, C, and D) are proposed for drainage conveyance and open space.

Previous Approval

The previous Preliminary Plat approval incorporated a number of items to address neighbor concerns. Many of those have been carried forward to this proposal including the following:

- Inclusion of "non-buildable area" on Lot 18 due to a ridgeline.
- Reduction in number of lots from 32 to 30. Density for the subdivision would permit a maximum of 32 lots (1 per acre).

- Reduction of building areas within washes through reduced building envelopes.
- Reduction of driveways that cross the southern wash through use of shared driveway easements and non-vehicular access easements.
- Redesign of lots 29 and 30 to prevent building on a prominent knoll – the “knoll” area is now outside of the building envelope and building is further restricted through the inclusion of a “non-buildable area” at the top of the knoll.

Access and Traffic

- Vehicular access to the site is proposed off of Bristlecone Pines Road.
- Two access points for the subdivision currently exist, both on the west side of Bristlecone Pines Road. One is directly opposite Emerald Court and one is approximately 100 feet south of Turquoise Court.
- A Traffic Impact Analysis has been submitted and reviewed by the City’s Public Works Department. This report includes the following conclusions:
 - The current southbound left movement at Bristlecone Pines Road/State Route 89A currently operates at an inadequate level of service and will continue to do so with traffic from this subdivision.
 - All other intersections studied operate at an acceptable level of service and will continue to do so with traffic from this subdivision.
 - Existing pedestrian and bicycle activity is limited and is expected to continue to be limited.
 - Some foliage may need to be cleared to maintain adequate sight distances.

Pedestrian Traffic and Connectivity

- A sidewalk is proposed along one side of the new street.
- At the request of the Public Works Department, a 10 foot multi-use trail is proposed rather than a 5 foot sidewalk.
- The United States Forest Service has submitted a comment stating that the area to the west of the proposed subdivision is a part of a cattle allotment and pedestrian access will not be permitted. However, Staff has requested trail easement to be provided in case access is permitted in the future. The applicant has provided an 18 foot trail easement through Tract A.

Preliminary Drainage Report and Grading Plan

- A City-designated floodplain existing on the northern end of the property. There is a drainage channel on the southern end of the property.
- A preliminary drainage report and grading plan has been submitted and reviewed by the City’s Public Works Department. This report includes the following conclusions:
 - Roadside swales will be provided to direct lot runoff to culverts or catch basins.
 - A box culvert will pass at least the 25-year flow under Hillside Vista Drive.
 - Storm drain systems and detention basins will be used to further manage stormwater.
 - Streets will be designed to convey the 2-year runoff between curbs and the 100-year flow will be contained within the right-of-way.

Wastewater Disposal

- The property can connect to the City’s Wastewater System. The main lines will be constructed by the applicant and applicable fees will be paid by the developer of each single-family home.

Sedona Land Development Code: Article 7 (Subdivision Regulations and Land Divisions)

- Staff has conducted a comprehensive review of the proposed subdivision for conformance with the City’s Subdivision Regulations. Staff’s evaluation is included as Attachment 3 (Subdivision Checklist).

- The Letter of Intent includes the applicant's summary of how the project complies with the requirements and intent of LDC Article 7.

Vegetation and Landscaping

- Removal of vegetation necessary for the construction of the road and infrastructure will be permitted.
- Each house will be reviewed for compliance with landscaping requirements during the single-family home review process.
- In order to preserve natural features, the Preliminary Plat shows restricted building envelopes in areas with significant rock outcroppings, native vegetation, trees, and drainage areas.

Signage

- No signs are included on the Preliminary Plat.

Utilities

- The applicant has provided letters of serviceability from all utilities
- All new utilities will be required to be underground.

Single Family Review Process

- Complete review of new residences on the proposed lots will be done through the City's established single-family home review process. This review includes, but is not limited to, the following items:
 - Height and Massing
 - Parking
 - Lighting
 - Landscaping

EVALUATION BY OTHER CITY DEPARTMENTS

As part of the review application for development applications, City departments other than Community Development are given the opportunity to review, comment, and evaluate the proposal for compliance with any applicable plans. All comments received are included as Attachment 4.

ACTION

The following action is requested from the Planning and Zoning Commission:

Staff requests that the Planning and Zoning Commission review and forward a recommendation regarding the proposed subdivision to City Council.

DISCUSSION (SUBDIVISION)

In considering an application for a Subdivision/Preliminary Plat, the review process is guided by Article 7 (Subdivision Regulations and Land Divisions) of the LDC. LDC Section 704.04.G states that the Commission must make a recommendation on the preliminary plat to City Council. The Commission's recommendation shall be based on the following findings:

- a. That the proposed subdivision conforms to the adopted goals, objectives and policies of the city;
- b. That the proposed subdivision, as reviewed and approved, will not be detrimental to the public health, safety and general welfare;
- c. That environmental concerns, including scenic impacts, conform with adopted standards;
- d. That the design of the proposed subdivision is sensitive to the physical characteristics of the site;

- e. That the proposed subdivision is consistent with the provisions and intents of zoning regulations applicable to the property;
- f. for this zoning district. Future development of each lot will be review for with compliance of these standards, and all other applicable requirements.
- g. That the proposed subdivision conforms with the improvement and design standards set forth in these regulations and other applicable adopted ordinances.

EVALUATION OF PROPOSAL (SUBDIVISION)

Finding A: That the proposed subdivision conforms to the adopted goals, objectives and policies of the city;

The proposed subdivision is consistent with the Community Plan and zoning designations. There are no specific plans that apply to this property and the property is not within a Community Focus Area.

Finding B: That the proposed subdivision, as reviewed and approved, will not be detrimental to the public health, safety and general welfare;

Review agencies have evaluated the proposed subdivision, and have determined that no public health, safety, or general welfare concerns exist. Additional review will occur at the building permit stage to ensure the construction of the infrastructure and the houses are not detrimental to public health, safety, and general welfare.

Finding C: That environmental concerns, including scenic impacts, conform with adopted standards;

The proposed subdivision preserves drainage and floodplain areas through the inclusion of non-buildable areas on the plat and drainage easement. In more environmentally sensitive areas, the plat further restricts the buildable area, provides shared driveways, and includes non-vehicular access easements to further restrict development and preserve the natural environment. Building envelopes on Lots 2 and 18 are further restricted to preserve view corridors for neighboring property owners.

Finding D: That the design of the proposed subdivision is sensitive to the physical characteristics of the site;

The proposed subdivision has been designed to connect to existing roadways. The road will generally follow the existing topography of the site and the lots and building envelopes have been place in a way that is sensitive to the natural topography.

Finding E: That the proposed subdivision is consistent with the provisions and intents of zoning regulations applicable to the property;

The property is zoned RS-35, which is intended to promote and preserve low density single-family residential development. All of the proposed lots meet the property development standards for this zoning district. Future development of each lot will be reviewed for compliance with of these standards and all other applicable requirements.

Finding F: That the proposed subdivision conforms with the improvement and design standards set forth in these regulations and other applicable adopted ordinances.

The subdivision has been reviewed for compliance with all applicable improvement and design standards set forth in Article 7 of the LDC. Based on Staff's evaluation, the subdivision is in compliance with all applicable subdivision requirements.

Recommendation and Motions

PZ18-00003 (SUB)
Hillside Vista Estates



City of Sedona

Community Development Department

102 Roadrunner Drive Sedona, AZ 86336
(928) 282-1154 • www.sedonaz.gov/cd

Staff Recommendation

Based on compliance with ordinance requirements as conditioned, general consistency with the Land Development Code and the requirements for approval of a Preliminary Plat, Staff recommends approval of the proposed Subdivision/Preliminary Plat as set forth in case number PZ18-00003 (SUB), Hillside Vista Estates, subject to applicable ordinance requirements and the conditions as outlined in the staff report.

Sample Motions for Commission Use

(Please note that the below motions are offered as samples only and that the Commission may make other motions as appropriate.)

Recommended Motion for Approval

I move to recommend to the Sedona City Council approval of the proposed Preliminary Plat as set forth in case number PZ18-00003 (SUB), Hillside Vista Estates, based on compliance with all ordinance requirements and satisfaction of the Subdivision criteria and applicable Land Development Code requirements and the conditions as outlined in the staff report.

Alternative Motion for Denial

I move for recommend to the Sedona City Council denial of case number PZ18-00003 (SUB), Hillside Vista Estates based on the following findings (specify findings).

Conditions of Approval

PZ18-00003 (SUB)

Hillside Vista Estates



City of Sedona

Community Development Department

102 Roadrunner Drive Sedona, AZ 86336

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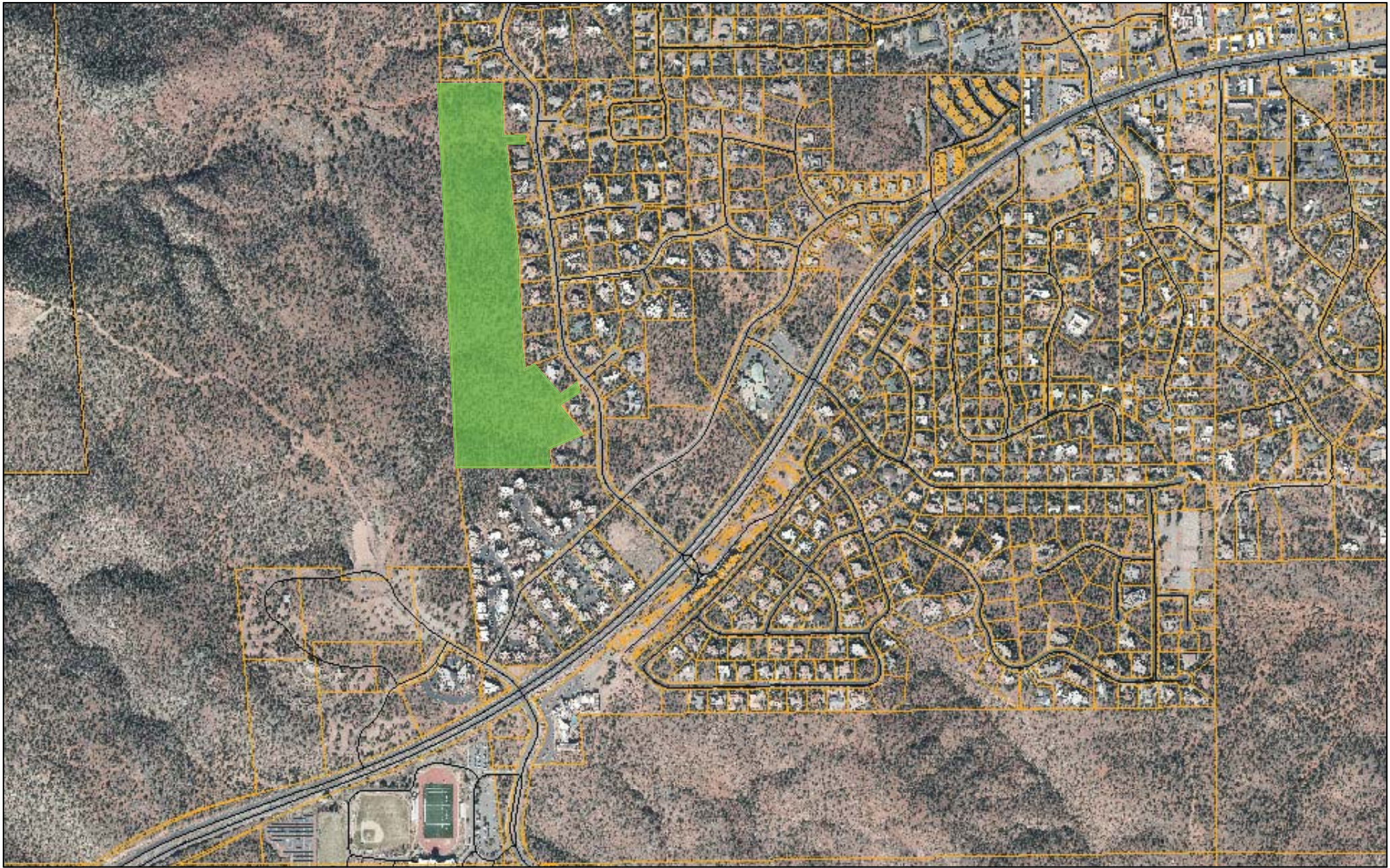
As recommended by Staff

1. Development of the subject property shall be in substantial conformance with the applicant's representations of the project, including the Preliminary Plat signed November 12, 2018, grading and drainage plans, letter of intent dated November 12, 2018, and all other supporting documents, as reviewed, modified and approved by the Planning and Zoning Commission and City Council.
2. Preliminary Plat approval shall expire 36 months from the date approved by the City Council, subject to the following:
 - a. Final plats recorded within 12 months of the original Council approval shall be subject to the design and improvement standards applicable at the time of the approval;
 - b. Applications for final plats processed through the city more than 12 months after original Council approval of the preliminary plat shall be subject to the design and improvement standards applicable at the time of the application;
 - c. Preliminary plat areas for which no final plat has been applied for or recorded within 36 months of original Council approval shall expire and shall require a new subdivision application;
 - d. It shall be the responsibility of the subdivider to monitor elapsed time and reflect appropriate design and improvement standards with each submittal.
3. Within sixty (60) days of approval of the Preliminary Plat, the applicant shall submit a Revised Preliminary Plat for review by the Community Development Director. The Revised Preliminary Plat shall address the following:
 - a. The layout of Lot 7 shall be amended to include a minimum of 35,000 square feet. All other lots impacted by this amendment shall maintain a minimum size of 35,000 square feet.
4. Prior to City Council consideration of the Final Plat, the applicant shall satisfy the following conditions:
 - a. The Final Plat shall meet all requirements of SLDC Article 7: Subdivision Regulations.
 - b. The Final Plat shall address all outstanding comments from the Public Works Department, as outlined in the Engineering Comments dated November 20, 2018.
 - c. Sewer line easements for all existing and new sewer lines shall be shown on the Final Plat.
 - d. Provide the appropriate dedication language on the Plat.
 - e. Street, curb, and gutter design shall be in compliance with the requirements of the SLDC.
 - f. The Final Plat shall designate the location of any proposed subdivision sign and/or cluster mailbox, if proposed.
 - g. The applicant shall submit a Final Grading and Drainage Report for review and approval by the City Engineer.
 - h. Drainage easements shall be provided to the satisfaction of the City Engineer and shall meet the minimum dimensions of Chapter 8 of the SLDC.
 - i. The roadway cut/fill slopes shall be either in the roadway right-of-way or in a slope maintenance easement (SLDC Section 706.08.A.3.g).

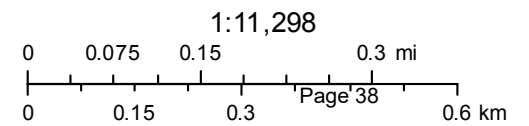
-
- j. Provide a Sewer Design Report.
 - k. All requirements from the Sedona Fire District shall be met.
5. Prior to recording the Final Plat, the applicant shall satisfy the following conditions:
- a. Financial Assurances which meet the requirements of the City of Sedona, Land Development Code Section 707.07, shall be on file with the City Clerk.
6. Prior to issuance of a grading or building permit, the following documents and details shall be provided to the City for review and approval:
- a. Improvement plans and sewer plans shall meet all requirements of the Public Works Department and the Wastewater Department.
 - b. For projects involving grading of more than 5,000 cubic yards, a haul plan, a dust control plan, a topsoil reutilization plan, a stormwater pollution prevention plan, and a traffic control plan shall be required. Each must be acceptable to and approved by the City Engineer. (LDC Section 806)
 - c. Applicant shall provide a Neighbor Contact and Response Plan. The plan shall define site signage, which shall include a hotline number.
 - d. Provide utility construction details on plans.
 - e. Provide cut and fill earthwork quantities (in cu. yds.) for the project. If applicable, the applicant shall provide bond assurance, which meets the requirements of the City of Sedona, Land Development Code Section 809, prior to issuance of a building permit.
 - f. A copy of the ADEQ "Approval to Construct" Water Facilities and Wastewater Facilities shall be provided prior to construction.
 - g. Provide construction details for concrete structures (walls, curb, etc.). Designs shall be in accordance with the submitted Geotech Report.
 - h. Applicant shall provide a Storm Water Pollution Prevention Plan along with the ADEQ NOI (disturbance area appears to be greater than 1 acre). Note: This project appears to be within ¼ mile of Oak Creek - special requirements may apply. SWPP measures shall be in place prior to the start of construction (LDC Article 8). Storm water quality measures shall also comply with City of Sedona Code, Chapter 13.5 requirements.
 - i. Determine the need for a 404 permit from the Army Corps of Engineers for work in watercourse areas prior to disturbance of those areas.
 - j. No dumping of excavated material is allowed within city limits without prior authorization from the City of Sedona Engineering Department (LDC Chapter 8).
 - k. The site plan, grading plan and landscape plans shall be carefully coordinated and any discrepancies resolved to the satisfaction of the Director of Community Development.
7. Upon completion of the infrastructure for the project and prior to release of the required financial assurances, staff shall verify that all construction is in substantial accordance with the plans as submitted, reviewed, and approved by the Planning and Zoning Commission and the City Council, and the following conditions have been met:
- a. All on-site improvements shall substantially conform to the plans on which the grading permit was issued.
 - b. Applicant shall provide copies of all required testing to the Engineering Department.

-
- c. All new and existing utility lines shall be provided through underground installation.
 - d. All requirements of the Sedona Fire District shall have been satisfied.
 - e. As-builts shall be provided to the City in digital and hard copy formats acceptable to the City Engineer.
 - f. All areas of cut and fill shall be landscaped or dressed in such a manner as to reduce the potential for erosion.
 - g. Applicant shall provide a letter, sealed by the engineer of record, verifying that the work, as done, is in substantial accordance with the approved plans.
8. Within thirty days of approval of the Preliminary Plat, the property owner of record of the subject property voluntarily agrees to sign and record a waiver acknowledging their waiver of any right to claim just compensation for diminution in value under A.R.S. §12-1134 related to the granting of this Preliminary Plat approval.

City of Sedona Community Development



June 12, 2018



Project Application



City Of Sedona

Community Development Department

102 Roadrunner Drive Sedona, AZ 86336

(928) 282-1154 • Fax: (928) 204-7124

The following application is for:

- Conceptual Review
 Final Review
 Appeal
 Time Extension

- Development Review
 Subdivision
 Variance
 Conditional Use Permit
 Zone Change
 Major Community Plan Amendment
 Minor Community Plan Amendment

PROJECT CONTACT:		Phone:		App. #:	
Address:		Cell Phone:		Date Rec'd:	
E-mail:		Fax:		Rec'd by:	
PROJECT NAME:		Parcel #:		Fee Pd:	
Project Address/ Location:		Acres:		Zoning:	

Project Description:	
----------------------	--

OWNER NAME:		APPLICANT NAME:	
Address:		Company Name:	
Phone:		Address:	
Cell Phone:		Phone:	
E-mail:		Cell Phone:	
		E-mail:	
ARCHITECT/ ENGINEER:		AUTHORIZED AGENT/OTHER:	
Company Name:		Company Name:	
Address:		Address:	
E-mail:		E-mail:	
Phone:		Phone:	
Cell Phone:		Cell Phone:	
ID #/Exp. Date:			
City Business License #:			

LEGAL DESCRIPTION

A parcel of ground lying in the Northwest Quarter of Section 15, Township 17 North, Range 5 East, Gila and Salt River Base Meridian, Yavapai County, Arizona as described as follows:

Beginning at the West Quarter Corner of Section 15 as marked by a found 4"x4"x10" sandstone with a cross chiseled on top;

Thence North 02 Degrees, 21 Minutes, 00 Seconds West (Record per B.L.M. plat and Basis of Bearings) a distance of 2635.20 feet to a found 1956 B.L.M. Brass Cap Monument at the Northwest Corner of Section 15, said corner also being the Southwest Corner of Quail Run Subdivision as recorded in Book 23 of Maps and Plats, Page 43;

THENCE North 89 Degrees, 17 Minutes, 42 Seconds East 255.45 feet (record North 89 Degrees, 16 Minutes 37 Seconds East 255.55 feet) to a found ½" rebar at the corner common to Lots 1 and 2 in said subdivision;

THENCE North 89 Degrees, 18 Minutes, 46 Seconds East (record North 89 Degrees, 16 Minutes, 37 Seconds East) 168.76 feet to a set 5/8 inch rebar with plastic cap stamped "SEC RLS 13015" at the Northwest Corner of Lot 12 in Las Lomas Subdivision as recorded in Book 23 of Maps and Plats, Page 44 from which, a found ½ inch rebar at the Northeast Corner of said Lot 12 lies North 89 Degrees, 18 Minutes, 46 Seconds East 131.52 feet (record North 89 Degrees, 56 Minutes, 22 Seconds East 131.41 feet);

THENCE along the westernmost line of said Las Lomas Subdivision;

South 02 Degrees, 15 Minutes, 30 Seconds East 381.17 feet (record South 10 Degrees, 41 Minutes, 41 Seconds East 381.96 feet) to a found ½ inch rebar at the Southwest Corner of Lot 12 and a point of non-tangent curvature the central point of which bears South 07 Degrees, 49 Minutes, 30 Seconds East 1525.00 feet;

THENCE through a central angle of 05 Degrees, 49 Minutes, 33 Seconds along an arc length of 155.07 on a curve to the left, chord of said curve bears North 85 Degrees, 05 Minutes, 17 Seconds East 155.00 feet, to a found 5/8 inch rebar with plastic cap stamped "SEC RLS 13015", said point falls on the westerly right-of-way line of Bristlecone Pines Road, as shown in Book 23 of Maps and Plats, Page 26;

THENCE along said right-of-way line South 02 Degrees, 28 Minutes, 24 Seconds East 49.88 feet (record South 01 Degrees, 31 Minutes, 13 Seconds East 50.00 feet) to a found 5/8 inch rebar with plastic cap stamped "SEC RLS 13015" at a non-tangent point of curvature, the central point of which bears South 02 Degrees, 17 Minutes, 43 Seconds West 1475.00 feet;

THENCE through a central angle of 05 Degrees, 42 Minutes, 27 Seconds along an arc length of 146.93 feet (record central angle of 05 Degrees, 42 Minutes, 45 Seconds, length of 147.06 feet) on a curve to the left, chord of said curve bears South 84 Degrees, 51 Minutes, 04 Seconds West 146.87 feet to a found ½ rebar at the Northwest Corner of Lot 11 in said Las Lomas Subdivision;

THENCE South 06 Degrees, 12 Minutes, 48 Seconds East 211.40 feet (record South 05 Degrees, 36 Minutes, 45 Seconds East 211.12 feet) to a found ½ inch rebar with plastic cap stamped "Landmark LS 14183" at the Southwest Corner of said Lot 11 from which a found ½ rebar lies North 47 Degrees, 00 Minutes, 53 Seconds West 2.06 feet;

THENCE South 06 Degrees, 17 Minutes, 46 Seconds East 380.40 feet (record South 05 Degrees, 36 Minutes, 45 Seconds East 380.46 feet) to a found ½ inch rebar set in concrete at the Northwest Corner of Lot 8 Las Lomas Subdivision;

THENCE South 06 Degrees, 13 Minutes, 21 Seconds East 190.75 feet (record South 05 Degrees, 36 Minutes, 45 Seconds East 190.67 feet) to a found ½ inch rebar in concrete at the Southwest Corner of said Lot 8;

THENCE South 02 Degrees, 34 Minutes, 35 Seconds East 170.14 feet (record South 01 Degrees, 53 Minutes, 27 Seconds East 170.09 feet) to a found ½ inch rebar at the Southwest Corner of Lot 7 in Las Lomas Subdivision;

THENCE South 02 Degrees, 31 Minutes, 36 Seconds East 580.89 feet (record South 01 Degrees, 53 Minutes, 27 Seconds East 580.89 feet) to a found ½ rebar at the Southwest Corner of Lot 4 in Las Lomas Subdivision;

THENCE North 69 Degrees, 30 Minutes, 03 Seconds East 69.30 feet (record North 70 Degrees, 16 Minutes, 31 Seconds East 69.26 feet) to a found ½ inch rebar at the Northwest Corner of Lot 3 in Las Lomas Subdivision;

THENCE South 39 Degrees, 53 Minutes, 25 Seconds East 278.56 feet (record South 39 Degrees, 13 Minutes, 27 Seconds East 278.05 feet) to a found ½ rebar at the Southwest Corner of said Lot 3;

THENCE North 50 Degrees, 04 Minutes, 30 Seconds East 139.92 feet (record North 50 Degrees, 46 Minutes, 33 Seconds East 140.00 feet) to a found ½ inch rebar on the westerly right-of-way line of the previously referenced Bristlecone Pines Road;

THENCE South 40 Degrees, 00 Minutes, 41 Seconds East 49.98 feet (record South 39 Degrees, 13 Minutes, 27 Seconds East 50.00 feet) to a found ½ inch rebar on the Northerly line of Lot 2 in Las Lomas Subdivision;

THENCE South 50 Degrees, 06 Minutes, 13 Seconds West 182.96 feet (record South 50 Degrees, 46 Minutes, 33 Seconds West 182.93 feet) to a found ½ inch rebar at the Westernmost Corner of said Lot 2;

THENCE South 39 Degrees, 54 Minutes, 23 Seconds East 249.02 feet (record South 39 Degrees, 13 Minutes, 27 Seconds East 249.14 feet) to a found ½ inch rebar in concrete at a point common to Lots 1 and 2 in Las Lomas Subdivision;

THENCE South 67 Degrees, 57 Minutes, 01 Seconds West 244.69 feet (record South 68 Degrees, 31 Minutes, 44 Seconds West 244.69 feet) to a found cotton spindle set in rock, at the Northwest Corner of said Lot 1,

THENCE South 02 Degrees, 33 Minutes, 08 Seconds East 139.10 feet (record South 01 Degrees, 41 Minutes, 41 Seconds East 138.76 feet) to a found 5/8 inch rebar with plastic cap stamped "SEC RLS 13015" at the Southwest Corner of said Lot 1;

THENCE South 89 Degrees, 48 Minutes, 00 Seconds West 641.77 feet (record South 89 Degrees, 34 Minutes, 17 Seconds West 641.13 feet) to the TRUE POINT OF BEGINNING containing 32.19 acres.

Subject to a 10 foot perpetual easement along the South, West and North lines of the above described parcel as referenced in deeds recorded in Book 1474 of Official Records, Pages 101-116 and in Book 1522 of Official Records, Pages 196-210.



Hillside Vista Estates

Owner:

Cathy Caris
P.O. Box 14315
Scottsdale, AZ 85267
Tel: (602) 332-6374
Contact: Cathy Caris-Hart
CathyCaris24@gmail.com

Engineer:

Hoskin Ryan Consultants, Inc.
5050 North 40th Street, Ste#100
Phoenix, AZ 85018
Tel: (602) 252-8384
Fax: (602) 252-8385
Contact: Scott Lorentzen
ScottL@HoskinRyan.com

DATE: 3/29/2018

I hereby authorize Scott Lorentzen, of

Hoskin Ryan Consultants, Inc Firm to file and
sign on my behalf for the
(Engineering Firm / Organization)

Project(s) listed: Hillside Vista Estates

Project Owner / Responsible Party Name / Title:

Cathy Caris / Manager
Name Title

Signature of Project Owner / Responsible Party Name / Date:

Cathy Caris / 3/29/18
Signature Date



November 12, 2018

Cari Meyer
Senior Planner
City of Sedona
Department of Community Development
102 Roadrunner Drive
Sedona, AZ 86336

Subject: Hillside Vista Estates Letter of Intent:

Diamond Ventures, Inc. is proposing to subdivide a 32-acre parcel of land (known for development purposes as "Hillside Vista Estates") located on the west side of the City of Sedona, Arizona, within Yavapai County, west of Bristlecone Pines Road (BPR) and north of State Highway 89A (SR89A). This project lies within with the Northwest $\frac{1}{4}$ of Section 15, T17N, R5E and shares northern and western boundaries with this section. Existing Section and $\frac{1}{4}$ Corner monuments were located at the two HVE western property corners. The following outlines information related to the development and surrounding parcels.

Hillside Vista Estates (HVE) will consist of 30 lots ranging in size from 35,158 to 61,161 square feet along with open space (Tract A). Tract A is for drainage conveyance but also contains a dedicated path for future access to adjacent National Forest providing The United States Forest Service establishes a trailhead. Additionally, an alternative location for National Forest Access has been created via Tract C just north of Lot 5. Both Tracts will be maintained by the HVE Homeowners Association.

Vehicular, bicycle and pedestrian access to the site will be via two 50' wide right-of-way connections to BPR. The southern entryway aligns with Emerald Court, a local road that serves five properties. Access from the north is offset approximately 100' south from Turquoise Court, a small roadway serving 4 lots. Approximately 1700 feet of separation exists between the two development roadway accesses, which are joined via one interior road, Hillside Vista Drive (HVD), meandering through the development. Roadside parking could be provided on HVD where the roadway is adjacent to Coconino National Forest property for the benefit of nearby residents. For the more adventurous, a 10' wide multi-use path has been specified on the west side of HVD that will connect to the afore-mentioned path through Tract A.

Three significant washes (A, B and C) flow across the parcel and two of them will be affected by the proposed development. All three washes enter the site as discharge from existing culverts beneath Bristlecone Pines Road. Wash A flows through an adjacent parcel and will be intercepted by a culvert proposed beneath HVED at the northeast corner of Lot 19. Beyond this culvert's outlet structure the remainder of this wash will be left natural. Wash C enters the eastern Lot 2 property line within a well-defined wash. Shared driveways for Lots 2-3 and 4-5 are proposed to limit impacts to this wash so will only result in the construction of two storm drain crossings. Outside of Lots 16-18 buildable areas, Wash B crosses the subdivision north end so will be left completely natural.



Utility service providers for the area as shown below:

- Electricity – Arizona Public Service
- Natural Gas - Unisource Energy Services
- Solid Waste Disposal - Taylor Waste
- Storm Sewer - No storm sewer exists for the region but public and private culverts do currently convey drainage beneath driveways/roads.
- Waste Water Disposal – City of Sedona
- Water – Arizona Water Company

Existing subdivisions zoned RS-35 bound the property to the north (Quail Run) and east (Las Lomas) while the south is a large lot development, approved as a Planned Development (PD). The entire western boundary abuts United States Forest Service Land (Coconino National Forest). Some larger lots zoned RS-70 are located north of the site within Quail Run Amended and section aliquot parcels.

Vegetation such as Ponderosa Pine, Pinon and Juniper trees, Manzanita, Sumac, Catclaw and Scrub Oak are sparsely distributed across the property. Higher vegetation densities are present in the wash areas where concentrated flow is more frequently available.

The majority of the existing topography falls within the 0%-20% slope categories except for several prominent knolls and the wash conveyance corridors. These exceptions have slopes in the 20% to 50% range and will be left natural as much as possible due to construction difficulties associated with this type of terrain. Several non-buildable areas have been defined on the Preliminary Plat to avoid compromising neighboring property views. As mentioned above unusual visual features are located on the property (knolls, rock outcrops and washes) and have been defined on the Preliminary Plat. We are not aware of significant features other than the washes that are located within 500' of this project.

Except for a portion of a neighboring property driveway at future south entrance and temporary turnout at future north entrance no existing improvements are located on the subject parcel.

No historical or archaeological resources are known to exist within the property limits.

Based on Traffic Impact Analysis for Hillside Vista Estates Emerald Court/ Bristlecone Pines Road, prepared by SouthWest Traffic Engineering, LLC dated October 2 2018, when fully completed, the proposed Hillside Vista Estates project is predicted to generate additional 284 vehicle trips per day (vtpd) on weekdays and 286 vtpd on Saturdays to adjacent street system. Fifty percent of these trips will be into project and fifty percent will be out of project. The following recommendations were made by this analysis.

- It is recommended that southbound approach to the intersection of Bristlecone Pines Road/SR-89A be restriped to provide an exclusive left turn lane with a minimum 100 feet of storage and shared through/right turn lane.
- Additional enforcement from the local Police Department is recommended along Bristlecone Pines Road to educate drivers to maintain adherence to posted speed limit north of Navoti Drive.



- Sight distance at the proposed access points should be verified during design process.

The development was fashioned keeping in mind the following considerations and recognizing Sedona citizen's value a sense of place and desire to sustain a small-town lifestyle focused on the natural beauty of the area:

- Protection of the environment,
- Protection of scenic beauty & view corridors,
- Design compatibility with hillside development,
- Preservation of open space,
- Preservation of natural terrain,
- Minimizing public safety hazards,
- Minimizing adverse visual impacts to view corridors,
- Retention of natural topographical features such as slopes, vistas, ridgelines and outcroppings,
- Minimizing of cutting and grading.

Accordingly, the development will be constructed by applying good subdivision design and development standards as noted in the City's current Land Development Code and other City documents to include the following application considerations:

- Building pads located in proximity to the higher elevations of the site will be placed in a similar fashion to the existing homes in the surrounding area.
- Each lot's construction envelope was established in relation to the location of natural topographic features such as rock outcrops, native vegetation and trees.
- A single street winds its way through the site - tying into Bristlecone Pines, a public right-of-way, at two locations where intersection variables are good. The site's street grades were designed to conform as closely as possible to the natural topography, while providing access to each lot.
- Road grading will occur in such a fashion as not to be site obstructing. The street design system has been designed both horizontally and vertically around trees, rock and other natural features.
- The residential dwellings will be connected to public sewer and water systems.
- Scenic impacts (to the extent they are present) will be ameliorated to conform to the City's adopted design standards.
- Building designs will be sensitive to each site's physical characteristics.
- The lot and ensuing construction will conform to the City's improvement and design standards.
- Building site locations were established with the intent of preserving special scenic locations and view corridors.
- Lots were shaped and fashioned for compatibility and design sensitivity with the surrounding land uses and particularly the adjoining National Forest lands.
- Existing vegetation will be preserved and complimented with additional landscape planting materials as needed. The property owner's intend to utilize a variety of mature landscape materials indigenous to this semi-arid region.



- The height of the residential buildings will be in conformance with the City's current Land Development Code, likewise, the location, heights and type of materials for walls and fences will be in keeping with these requirements.
- Typical overhead utilities will be placed underground.
- Outdoor lighting will be minimal and in keeping with the "Dark Skies Concept" as well as provisions of the City's current Land Development Code.
- Architectural details will conform to exterior color and material requirements noted in the City's current Land Development Code. The design of the built environment will respond to Sedona's natural environment in the following fashion: Interior spaces will be extended into the outdoors both physically and visually; natural materials with colors and course textures associated with the region will be liberally utilized; a variety of textures and natural materials will be assembled to create a visual interest and richness; and features such as shade structures, deep overhangs and recessed windows will be encouraged in the design profile. Landscaping will be used as an extension of the buildings overall design.

The owner's intent is to create a residential community that complements nearby development rather than create a development island; this development focus is in keeping with the Smart Growth Concept. The property owner purchased this raw land, adjacent to a national forest, for the purpose of developing single-family homes of a design and construction stature in keeping with those of the nearby residences. Deed restrictions and conditions are intended to be placed on the plat that meet or exceed the City's development conditional requirements to ensure its long-term compatibility with the surrounding environment.

Many iterations of the Preliminary Plat were prepared and the current proposed layout reflects the property owner's desire to frame the site in such a fashion that it is in concert with the surrounding physical and social environments.

None of the property is located within a FEMA 100-year flood plain according to FIRM Panel 04025C1430G (dated 9/03/10). However, the two northern Washes A and B are defined as Class 2 in the City of Sedona's Flood Hazard and Floodways Maps while the existing 100-year floodplain limits for Wash C which is defined as Class 1 was determined using HEC-RAS.

HVE is one the few remaining undeveloped parcels requiring access to SR89A via Bristlecone Pines Road. Additional points of access to SR89A are available from Cultural Park Place, Foothills North Drive and Calle Del Sol. The small number of lots proposed within HVE should not create a major impact on current traffic patterns.

If there are questions or comments about this Letter of Intent, I may be reached at 602-252-8384.

Very truly yours,

Scott Lorentzen, P.E.



November 12, 2018

Cari Meyer
Senior Planner
City of Sedona
Department of Community Development
102 Roadrunner Drive
Sedona, AZ 86336

Subject: Hillside Vista Estates Response Letter for Second Review Written Comments

Planning Comments:

1. Preliminary Plat

a) Please specify what will be permitted outside of the building envelopes (e.g. driveways, patios, drainage work, pools, etc.). If site improvements will be permitted, the plat should specify that, with the exception of where a driveway crosses a drainage easement, the areas shown on the plat as unbuildable or in an easement shall remain undisturbed. This should be included as a note on the plat.

i) No response to this comment was provided. The applicant's response states that information is needed from the client.

A paragraph was added to Preliminary Plat cover sheet (middle left) describing what is buildable for each lot.

b) While the Forest Service is not permitting a trail connection from this site at this time, the City requests that an access point be provided in case a connection becomes possible in the future. This may be done through an easement or expanded portion of ROW. In addition, this area should be a minimum of 10 feet wide and large enough to accommodate a trail connection as well as basic trail amenities, such a trail information, a bench, bike racks, and a trash can. The details of this area should be discussed in more depth with City Staff.

i) A trail easement was provided adjacent to Tract A through Lot 15. Staff recommends that this trail easement be moved to Tract A.

An 18' trail easement has been defined through Tract A, joining the Hillside Vista Drive multi-use path with the National Forest. This easement contains a 10' wide trail and 2' wide drainage swale on the uphill side.

2. The following items were comments or requests for information from Staff and the Planning and Zoning Commission that came up during the Conceptual Review of this plat that have not been addressed:



a) Please provide an existing tree survey, clearly delineating trees that will be preserved and removed during the construction of the infrastructure for the subdivision. Please also specify if there are any significant trees that will be preserved though modification of building envelopes.

i) *This item has not been provided.*

The same symbol was used for all field located trees. However, those to remain undisturbed contain a solid hatch and the one's to be removed are just an outline. A legend was provided on both sheets stating the differences. Each individual lot will require a tree survey and preservation of native vegetation per current Land Development Code. Therefore, building envelopes are not adjusted to preserve significant vegetation.

b) Please describe anticipate measures that will be used to mitigate noise and dust impacts during construction on the surrounding properties.

i) Details have not been provided. The applicant's response states that standard practices will be followed. However, to satisfy the Commission's question, the applicant should provide details regarding what standard practices are.

At the southern entrance tan fabric fencing will be installed along both sides of the roadway up to the southeast corner of Lot 30. Less of Bristlecone Pines Road will be impacted by the proposed low pressure sewer, while other access points to 89A will remain available.

3. In addition to the above, the following are potential conditions of approval for the preliminary plat: a) Trail easements shall be dedicated to the City as public easements, not for the sole benefit of residents of the subdivision.

The trail easements are to be dedicated to city and now labeled as public trail easements on all sheets.

Response Letter for City of Sedona Second Review Written Comments

Engineering Comments:

1. Please revise the Letter of Intent (LOI) to acknowledge the City of Sedona 100-year floodplain.

Verbiage was added regarding the Sedona 100-year floodplain to the LOI last page in the fourth paragraph along with Class defined for all the washes.

2. Please define class of drainage easements and clarify who the responsible party for maintenance is (Such as the HOA).

Drainage Report text was added to define the north two washes as Class 2 (Washes A&B) and the southern wash as Class 1 (Wash C). Maintenance of all three is the responsibility of the Hillside Vista Estates HOA. The same information is also shown Prelim Plat cover sheet (middle left).



3. On the topographic map, please label the 2' contours.

The topographic map is at a scale of 1"= 100', so only 5' contour intervals have been labelled. Due to the map scale and sloping terrain 2' contour labels would make the exhibit illegible.

4. On the local residential street detail, it appears the 5' shoulder is larger than 5', if it is larger please note it as such. Additionally, what is the 1' dimension?

The shoulder now measures as 5' wide and the 1' dimension was removed from detail.

5. On the plans, please use only MAG details and specifications, as opposed to YAG or other city details.

MAG details are defined for all constructions except catch basins which were authorized to be City of Phoenix Standard Detail P-1569, by Ryan Mortillaro.

6. The City is requesting that the provided trail, be graded and constructed within the proposed easement.

The trail was placed outside 100-year flood plain and grading required is displayed on G&D plans.

7. The City is requesting that the provided trail easement and the multi-use trail be granted to the City.

The trail easement is now shown as public and labeled as such, while the multi-use trail is contained within proposed public right-of-way and labeled as public on improvement plans.

8. Clarify on the surface note for the multi-use trail that the decomposed granite is to be stabilized.

The note callouts for multi-use trail state material to be stabilized decomposed granite

9. Adjust the graded slope to match the surface elevation of the multi-use trail.

The graded slope was adjusted to match surface elevation of multi-use trail

10. Please provide a break in the 1' VNAE for the trail easement.

At trail easement connection to Hillside Vista Drive a break is now provided in the 1' VNAE.

11. On the roadway plans, please notate the roadway radii for the private road.

Roadway radii are shown for private and public roads on improvement plans.

12. Please provide roadway super elevations and speed limits. Per AASHTO, it appears many of the radii of the roadways in the subdivision are too small. The roadway may need advisory curve speed limitations.

The proposed Hillside Vista Drive posted speed is 15 MPH corresponding to a design speed of 20 MPH. The minimum radius per AASHTO Green Book at design speed of 20 MPH is 125'. All Hillside Vista Drive curve radii are 130' or greater. Therefore, super elevation calculations are not required.

13. Provide Engineers' calculations and estimated values for the 25-year tributary storm along the boundary of the plat for all points of drainage entering and leaving the property.



The 100- year and 25-year tributary storm peak discharges for significant washes are shown along the Prelim Plat boundaries at entrance and exit locations. Additionally the same information is shown on Grading & Drainage plans.

14. Below are the comments regarding the Sewer Analysis Report and Plans:

a. Sewer line profiles are missing on the plan set.

The low pressure sewer lines were added to onsite and offsite profiles along with labels for material and minimum cover.

b. Notes are missing and some sheets have overlapping notes on the sewer plan set.

The construction notes have been updated on all sheets and overlapping corrected.

c. Provide average daily flow, peak dry weather flow, and peak wet weather flow.

The previous report included calculations for average day flow which is all that is required for low pressure systems. Each individual home will connect to this system with a grinder pump package that also includes a storage tank. Sewage flows will be attenuated by each storage volume and only a limited number of pumps will be operating at the same time, thus eliminating the need for peak flow calculations. By definition, a low pressure system is under pressure, so wet weather calculations do not apply as ground water infiltration cannot occur.

15. Below are the comments regarding the Preliminary Drainage Report:

a. A text section of the report shall be included. Such as introduction, area of analysis, basins, conclusions, etc.

The text portion of the report will be added as requested.

b. A direct comparison between the total existing flow vs the total post development flow.

A direct comparison of the pre and Post Flows is shown on Table 4 in the Drainage Report. The result shows that the post development flows are less than or equal to the predevelopment flows, with the exception of the northern most wash which shows a slight increase of less than 1-cfs in the 2- and 10-year storms.

c. Stormwater storage is required per LDC 805.6 as the site is greater than 1 acre of development.

Stormwater storage is included in the design and several basins are depicted on the Grading and Drainage Plans.

d. Analyze the crossing criteria for the 25-year and 100-year floodplain and how much the road will overtop if any.

Culvert Calculations are included in the Appendices. Culverts have been designed to contain the 100YR storm within the culvert.

e. Analyze the backwater to determine if the adjacent neighbors are affected by the culvert in the 100-year floodplain.



Culverts will be designed with drop inlets during final design to ensure that the post-development WSEL will not increase on the neighboring properties. A preliminary Post-Development HEC-RAS model is included in the Appendices.

f. The drainage report references La Paz County and ADOT. The study shall conform to the Yavapai County Drainage Criteria Manual per LDC 805.06.

References have been corrected as requested.

g. Provide a plan with the drainage report depicting all the drainage basins.

Drainage Basins are shown on Figures 3, 4, and 5.

If there are questions or comments about this Letter, I may be reached at 602-252-8384.

Very truly yours,

Scott Lorentzen, P.E.

ARIZONA WATER COMPANY

3805 N. BLACK CANYON HIGHWAY, PHOENIX, AZ 85015-5351 • P.O. BOX 29006, PHOENIX, AZ 85038-9006
PHONE: (602) 240-6860 • FAX: (602) 240-6874 • TOLL FREE: (800) 533-6023 • www.azwater.com

June 20, 2018

Scott Lorentzen
Hoskin Ryan Consultants
5050 North 40th Street, Suite 100
Phoenix, AZ 85018

Re: Domestic Water Service for Hillside Vista Estates

Dear Mr. Lorentzen:

Arizona Water Company (the "Company") received your letter dated June 5, 2018. The Company certifies that the above-described property is located within its Certificate of Convenience and Necessity in Sedona, Arizona, and that it will provide water service to the property in accordance with the Company's tariffs and the Arizona Corporation Commission's rules and regulations. It will be the responsibility of the developer to provide the funds to install the necessary water facilities, and the Company assumes no liability to install those facilities if the funds are not advanced by the developer.

The design of the water distribution system must comply with the Company's standard specifications that are on file at the Arizona Department of Environmental Quality. Both preliminary and final water system designs must be approved by the Company. The Company's contact for your project is Joe Whelan. Contact Mr. Whelan at 602-240-6860 to discuss the Company's design and agreement process.

It will also be the responsibility of the developer to meet all the requirements of regulatory agencies having jurisdiction over Arizona subdivisions and of Arizona statutes applicable to subdivided or unsubdivided land, including, but not limited to, requirements relating to a Certificate of Assured Water Supply, as set forth in the Arizona Groundwater Management Act, A.R.S. §45-576.

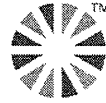
Very truly yours,



Fredrick K. Schneider, P.E.
Vice President - Engineering
engineering@azwater.com

gs

E-MAIL: engineering@azwater.com



CenturyLink™

CenturyLink Engineering
500 S Calvary Way
Cottonwood, AZ 86326

July 13, 2018

Scott Lorentzen
Hoskin-Ryan Consultants, Inc
5050 N 40th St, Ste 100
Phoenix, AZ 85018

RE: Hillside Vista Estates, Sedona AZ

Scott,

The above mentioned property is located in a parcel located in the NW ¼ of Section 15, Township 17N and Range 5E in Yavapai County.

In response to your "Service Availability" request for the above mentioned property, this letter is to acknowledge, the property is within the CenturyLink serving territory.

The tariff Rates and Regulations prescribed for service for this location are on file with your State Utilities Commission, and may be examined at your CenturyLink Business Office.

Sincerely,

Armen McNerlin
CenturyLink Engineer
500 S Calvary Way
Cottonwood, AZ 86326
office 928.634.2102
cell 928.821.4609



SEDONA FIRE DISTRICT

2860 OUTHWEST DRIVE · SEDONA, AZ 86336 · TEL: (928) 282-6800 · FAX: (928) 282-6857

July 9, 2018

Scott Lorentzen
Hoskin-Ryan Consultants, Inc
5050 North 40th Street
Suite 100
Phoenix, AZ 85018

Dear Mr.Lorentzen,

Description: Hillside Vista Estates
Project Address: 125 Bristlecone Pines Road, Sedona, AZ 86336
SFD Occ. #: 000707
APN: 408-11-178D

I am in receipt of your letter dated June 12, 2018. This letter is to inform you that Sedona Fire District is the responsible fire agency providing fire protection to Hillside Vista Estates, located at 125 Bristlecone Pines Road, Sedona, AZ 86336.

Contact information is as follows:

Main phone number is – 928-282-6800
Emergency phone number is – 911
Fire Marshal is – Jon Davis 928-204-8926

If you have any questions concerning these comments, please feel free to contact me at (928) 204-8926 or jdavis@sedonafire.org.

Sincerely,

Jon Davis
Fire Marshal

JD/cd



June 21,2018

Scott Lorentzen
Hoskin-Ryan Consultants Inc
5050 N 40th St Suite 100
Phoenix, AZ 85018

RE: Hillside Vista Estates, Sedona, AZ

Dear Mr Lorentzen

The above referenced project is in our service area. We will be able to provide service in accordance with the provisions of our rate schedules and the terms and conditions of our rules as filed with and approved by the Arizona Corporation Commission.

Gas distribution main extensions will be only along public streets, roads, and highways, which the Company has legal right to occupy, and on public lands and private property with right-of-way, satisfactory to the Company.

Gas distribution service and main extensions to and within individually metered subdivisions, housing projects, multi-family dwellings will be constructed, owned and maintained by the Company in advance of applications for service by bona fide customers only when the entire estimated cost of such extensions as determined by the Company, is advanced to the Company, and a main extension contract is executed. This advance may include the cost of any gas facilities installed at the Company's expense in conjunction with a previous service or main extension in anticipation of the current extension.

Please contact me at 928-203-1215 if you have any questions.

Sincerely

Irene Freeman
Planner



Subject: Citizen Participation Plan Action Plan

As part of our effort to subdivide and develop the 32-acre Sedona site through the public hearing process we have notified persons who have an interest or may be affected by this development pursuit. This citizen participation process is in addition to the public notice provisions that are required by the City's Land Development Code.

The list of individuals that have been contacted for purposes of their input include: all property owners within 300 feet of the development proposal; the officers of nearby homeowners' associations and or community/neighborhood appointed representatives; those who may be directly or indirectly affected by this development and other interested parties.

Initially, only one neighborhood meeting is contemplated. The meeting was held at 5:00 P.M. on May 24th, 2018 in the Tudor Room at Sedona Community Center, which is located at 2615 Melody Lane in Sedona. The target list of individuals noted above were notified by first class mail at least ten (10) calendar days prior to this meeting. The United States Forest Service was notified during the Conceptual Plat Review well in advance of the meeting to give them additional lead time for attendance and noting a significant portion of the property is adjacent to the Federal Forest Service Lands.

Each notice included a copy of the Conceptual Plat, letter of intent and contact list of those who can provide information about the project to include City employees familiar with the project who may be contacted about technical information. The letter sent to affected parties described the project and invited them to either attend the afore-mentioned neighborhood meeting, send their comments and concerns via fax to (602) 252-8385 or Email to cathyh@hoskinryan.com.

Comments and concerns received via teleconference, mail, fax or Email have been responded to timely. All correspondence received or responded to will be brought to the public meeting and shared with those present to help facilitate the dialog.

The meeting is intended as a forum for those affected or otherwise interested to discuss the application and express any concerns, issues or problems they may have with it.

Two signs were placed on the property by City forces at least ten (10) calendar days prior to the neighborhood meeting. The signs included project information; the date, time and location of the neighborhood meeting and applicant and City staff contact information.

At the meeting notes were taken and reduced to writing. All written information gathered or conveyed will be submitted to the City for placement in the land use file that is available for public inspection. At the meeting questions were responded to as answers are known. The property owners or their representatives followed up with responses to questions where more information became available in a timely fashion.

Based on the comments received at the meeting the land use application and project scope was modified to accommodate items or concerns that have potential for resolution.



The developer and builder later met onsite with many adjacent property owners to get a better feel for concerns. Prior to the site meeting the proposed property corners and center of future lots were staked to provide a visual to determine potential impacts.

After the citizen participation meeting(s) have concluded, the developer will forward to the Sedona Community Development Director and members of the Sedona Planning and Zoning Commission a written report on the results of the citizen participation effort. This report will be submitted prior to the notice of public hearing so that it will be available for public inspection concurrent with the noticing procedure.

The citizen's participation report will include details of the techniques the owners relied upon to disseminate information to include: Dates and locations of all meetings where citizens were invited to discuss the owner's proposal; mailing content, dates mailed, number of mailings, and other media relied upon for notice conveyance; the location of those who were recipients of the mailed information or locations where information was available for distribution and the number of people that participated in the process.

The citizen's participation report will include a summary of the concerns, issues and problems about the development that were expressed during the neighborhood meeting(s) to include: the substance of the concerns, issues and problems; how the owners intend to address these concerns, issues and problems expressed by those who were noticed or alternately, concerns, issues and problems that cannot or will not be addressed by the owners and the reasons why.

HILLSIDE VISTA ESTATES

Citizen Participation Report

For

City of Sedona, Arizona

Prepared:

October 31, 2018

Prepared for:

Diamond Ventures
2200 East River Road, Suite 115
Tucson, Arizona 85718
520.577.0200

Prepared by:

Hoskin Ryan Consultants, Inc.
5050 N. 40th Street, Suite 100
Phoenix, AZ 85018
602.252.8384

INTRODUCTION:**MEETINGS:**

The developer (Mark Weinberg - Diamond Ventures) and their representatives (David Grounds – Dorn Homes & Scott Lorentzen – Hoskin Ryan) scheduled and held meetings where interested parties could be informed about the proposed Hillside Vista Estates subdivision. Additionally, contact information was provided and those interested were encouraged to contact the above organizations with any questions or concerns. See Appendix A for meeting documentation.

Meeting – May 24th, 2018

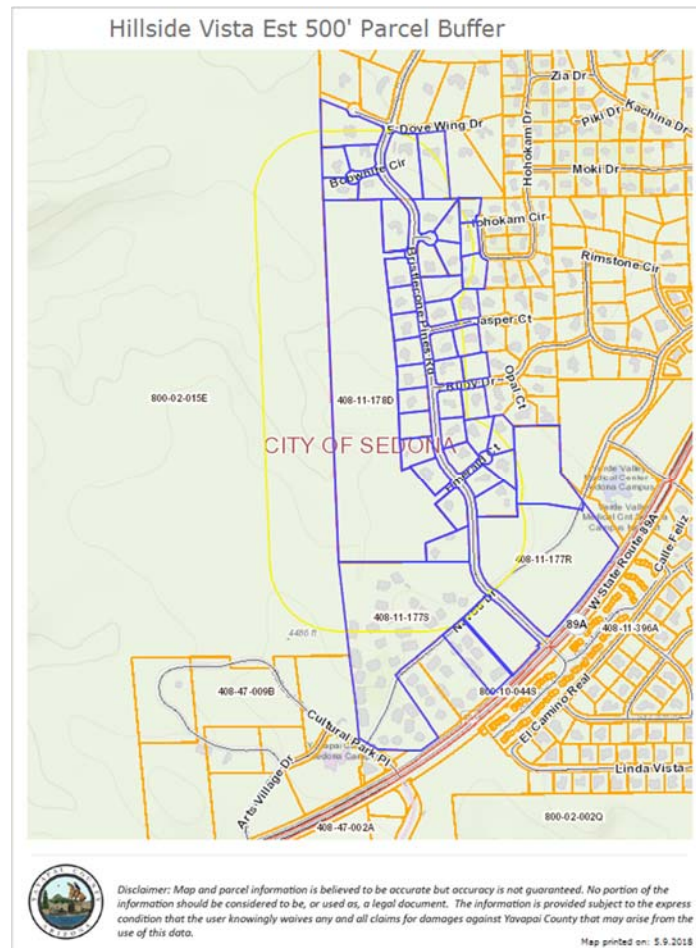
This was a formal meeting held at 5:00pm in the Sedona Community Center Tudor Room (located at 2615 Melody Lane in Sedona) as a forum to exchange information and define public concerns. The targeted attendees were property owners within 500-ft of the project including the United States Forest Service. Meeting notifications consisted of signs posted on Bristlecone Pines, letters mailed via USPS to owners within a 300-foot buffer and the City of Sedona posted a local newspaper announcement. See Appendix A1 for meeting documentation.

Meetings – June 6th & June 7th, 2018

These were informal meetings with interested neighbors who attended the May 24th Public Meeting and provided contact information. Meeting times and dates were proposed via provided email addresses. Dave Grounds and Mark Weinberg conducting meetings to answer questions on a more personal basis. Meetings were held in each residence and development impact discussed based on approved Conceptual Plat and 10' PVC poles placed at center of each lot adjacent to Las Lomas Subdivision. See Appendix A2 for meeting documentation.

LOCATION OF INTERESTED PARTIES:

Prior to the meetings held, letters were sent to inform property owners of the location, time, and purpose of the meetings. Initially a 300-ft buffer area was used to compile a list of those affected or interested in the development of this project. The buffer area was later changed to 500-ft as show in the Figure below and resulting list included forty-five (45) contacts.



PARTICIPATION:

Approximately 30 individuals attended the May 24th formal neighborhood meeting. Questions and concerns were received by e-mail or phone from 13 individuals. Additionally, several others with homes close to the Hillside Vista Estates development met in person with representatives of the developers at informal meetings on June 7th.

There were multiple inquires by individuals that do not currently reside near the Hillside Vista Estates development but are interested in purchasing one of the new residences.

SUMMARY OF CONCERNS:

Citizen involvement provided the developer with information highlighting the neighboring owner’s concerns. Significant efforts were made to answer questions and resolve concerns. Some concerns were expressed by multiple parties while others were limited to the individual impacted. The issues and responses are summarized in the following table. See Appendix B for resolutions commitments.

Issue/Concern	Response
<p>Drainage How will the proposed development impact the drainage flows to the adjacent development and homes and sediment being carried in by flows?</p>	<p>Hillside Vista Estates (HVE) should not affect current drainage patterns as run-off from adjacent lots are more likely to flow into HVE then the other way around.</p>
<p>Traffic How will the proposed development impact traffic along Bristlecone Pine?</p> <p>The new development should not be allowed access to Bristlecone Pine.</p>	<p>Information given that a traffic study is required at a later point in the development process and would typically be available on the city website.</p> <p>It was explained that existing platted rights-of-way are being utilized and there is no other access to the parcel being developed except from Bristlecone Pine.</p>
<p>Sewer Can existing residents connect to the newly proposed sewer line?</p> <p>How long roads would be torn up in front of homes?</p>	<p>Cost and requirement information was provided to those that inquired. The possibility of a tap being included for adjacent properties was suggested as an option.</p> <p>Sewer was planned to be installed in stages. Construction in any one area should not be more than a few weeks.</p>
<p>Water Requirements Concern was voice about the City of Sedona having enough water for a new development</p>	<p>Explained that Arizona Water Company has assured the developer that water is available.</p>
<p>Forrest Views Homes concerned about the impact of new building on their current views.</p>	<p>Adjustment of lots, height restrictions and shifting building pads was discussed to limit obstruction of views.</p>

SUMMARY OF CONCERNS: (Continued)

Issue/Concern	Response
<p>Neighborhood Aesthetics Concern that the development would look like track homes and not fit with Sedona aesthetic</p>	<p>It was explained that lots are to be custom homes, have irregular shapes and have coverage restrictions similar to existing development.</p>
<p>Construction Residents concerned about traffic and noise during construction and want to limit construction entrance to south entrance</p>	<p>A 5' tall tan fence will be placed along both sides of the southern subdivision entrance. Additionally, construction hours can be limited just means the project takes longer to complete.</p>
<p>Open Space and Forrest Access Question was raised about access the National Forest and open space.</p>	<p>City of Sedona has requested parking and access easement to the National Forest, however, the National Forest Service responded that no access should be allowed from HVE due to a cattle allotment region that should remain fenced.</p>
<p>Loss of Land Use A complaint was issued that the development would be taking away the use of land and should provide an equestrian center.</p>	<p>Complainant informed that the request was unreasonable.</p>

APPENDIX A

MEETING DOCUMENTATION

APPENDIX A1

MEETING - MAY 24, 2018

45 letters sent out
On 5-10-2018

Hillside Vista Estates
1-18-010-02

Adam Schneider & Amber Cloyes, 217 Bristlecone Pines Rd, Sedona, AZ, 86336

John Arlene Purbaugh, 106 Bristlecone Pines Rd, Sedona, AZ, 86336

1013 Trust, 8139 East Echo Canyon St, Mesa, AZ, 85207

Daryl S Kling & Lewis B Guthrie Property Trust, 35 Garnet Hill Dr, Sedona, AZ, 86336

Jasper Trust, 25 Jasper Ct, Sedona, AZ, 86336

Gallerstein Family Trust, 85 Bristlecone Pines Rd, Sedona, AZ, 86336

Tamara Z Van Gorden Trust, 11 Emerald Ct, Sedona, AZ, 86336

Stephen R Hoyt & Sue Jan Revocable Living Trust, 25 Bobwhite Cir, Sedona, AZ, 86336

Mohan Living Trust, 14 Turquoise Ct, Sedona, AZ, 86336

Rowell 2003 Family Trust, 20 Ruby Dr, Sedona, AZ, 86336

Northern Arizona Healthcare Corp, PO Box 1268, Flagstaff, AZ, 86002

Linda Jane Katahara, 111 Bristlecone Pines Rd, Sedona, AZ, 86336

Spence Gustav, 11 Bobwhite Cir, Sedona, AZ, 86336

Lanning-Eiseler Family Revocable Survivors Trust, 357 Bristlecone Pines Rd, Sedona, AZ, 86336

Marchal Family Trust &, 16216 North Cerro Alto Dr, Fountain Hills, AZ, 85268

Thomas & Sally Cadigan, 140 Hohokam Cir, Sedona, AZ, 86336

Gregory Jr & Holly Ricciardi, 5031 Dermond Rd, Drexel Hill, PA, 19026

Thunder Holdings LLC, 60 East Simpson Ave, Jackson, WY, 83001

Jr & Pamela Schabatka, PO Box 426, Sedona, AZ, 86339

Edith Shulman, 301 Bristlecone Pines Rd, Sedona, AZ, 86336

Beauclair Living Trust, 185 Bristlecone Pines Rd, Sedona, AZ, 86336

Forsythe Family Trust, 255 Bristlecone Pines Rd, Sedona, AZ, 86336

Rolf Schaer Revocable Trust, 15 Ruby Dr, Sedona, AZ, 86336

Campbell-Ploog Revocable Living Trust, 139 Bristlecone Pines Rd, Sedona, AZ, 86336

Barbara F Vincent Trust, PO Box 1295, Sedona, AZ, 86339

Koss Family Trust, 30 Emerald Ct, Sedona, AZ, 86336

Sylvester & Bente Digiovanni, 22 Emerald Ct, Sedona, AZ, 86336

Diamond Resorts Sedona Summit Dev LLC, 10600 West Charleston Blvd, Las Vegas, NV, 89135

Patrick & Sue Shannon, 237 Bristlecone Pines Rd, Sedona, AZ, 86336

William & Marian Ward, 10 Turquoise Court, Sedona, AZ, 86336

Meoz Family Trust, 3261 La Mirada Ave, Las Vegas, NV, 89120

Signature Resorts Inc, 10600 West Charleston Blvd, Las Vegas, NV, 89135

Sedona Summit Development LP, 10600 West Charleston Blvd, Las Vegas, NV, 89135

Sedona United Medical Investors LP, 3001 Keith St Nw, Cleveland, TN, 37312

Loesche & Loesche Estate Trust, 9 Turquoise Ct, Sedona, AZ, 86336

Smith 1990 Trust, 164 Bristlecone Pines Rd, Sedona, AZ, 86336

Michael Dubrow, 25 Emerald Ct, Sedona, AZ, 86336

Gagliardi Family Revocable Trust, 24 Bobwhite Cir, Sedona, AZ, 86336

Edgar J Uihlein, 2407 Whitehall Mnr, Lawrence, KS, 66049

Richard & Diane Nadeau, 295 Gates Rd, Frankfort, NY, 13340

Dean L Gain & Suanne Rudley, 15 West Dove Wing Drive, Sedona, AZ, 86336

Kent Adams & Brenda Howland, 110 Hohokam Cir, Sedona, AZ, 86336

Thomas & Christie Palmer Revocable Trust, 174 Bristlecone Pines Rd, Sedona, AZ, 86336

Shawn Hadfield & Kevin David, Po Box 4093, Mammoth Lakes, CA, 93546

Robert & Rebecca Maxwell, PO Box 3895, Sedona, AZ, 86340

Walter Farrow & Rose Moon, 160 Hohokam Cir, Sedona, AZ, 86336

Bronson Sedona Trust, 360 Bristlecone Pines Rd, Sedona, AZ, 86336

Adam Schneider & Amber Cloyes
217 Bristlecone Pines Road
Sedona, AZ 86336

John & Arlene Purbaugh
106 Bristlecone Pines Road
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Las Vegas, NV 89135

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Sedona, AZ 86336

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160 Hohokam Circle
Sedona, AZ 86336

Bronson Sedona Trust
360 Bristlecone Pines Road
Sedona, AZ 86336

1013 Trust
8139 East Echo Canyon Street
Mesa, AZ 85207



May 9, 2018

To: Interested Citizens
From: Scott Lorentzen, P.E.

Subject: A public meeting for purpose of discussing a subdivision proposal

Dear Citizen:

Diamond Ventures is planning to subdivide and develop an approximately 32-acre parcel of land located on the west side of the City of Sedona, Arizona through the City of Sedona's land use process. The property lies west of Bristlecone Pines Road and north of State Highway 89A (please refer to attached map for location). This project will consist of 30 single-family homes with an 45,415 square feet average lot size. It should be noted the land is currently zoned for this type of a subdivision and proposed lot sizes exceed the 35,000 square feet minimum. Furthermore, the attached Conceptual Plat does not differ from what was presented to adjacent owners on August 10, 2006 and Preliminary Plat approved May 22, 2007 by the City of Sedona. Market conditions soon after prevented the property owner from proceeding beyond the Preliminary Plat process, so entitlement efforts must move forward as if no approvals were obtained.

As part of the City's subdivision submittal process the applicant is obligated to conduct one or more public meetings with those property owners who may be affected by the proposed development. The first of these meetings will be held at 5:00 P.M. on May 24th, 2018 in the Tudar Room at the Sedona Community Center, which is located at 2615 Melody Lane in Sedona. Meetings are intended as a forum for those affected or otherwise interested to discuss the application and express any concerns, issues or problems associated with this proposal.

If you are unable to attend this meeting and need certain information or have a comment or concern that you would like to share, please call Kathy Harkman at (602) 252-8384 x 100, E-mail your comments to kathyh@hoskinryan.com, fax them to (602) 252-8385 or mail them to Hoskin Ryan Consultants – 5050 N. 40th Street, Suite 100, Phoenix, Arizona 85018 in care of Ms. Harkman.

All comments and concerns received via mail, fax or Email will be responded to timely. Any correspondence received or responded to will be brought to the public meeting and shared with those present to help facilitate the dialog.

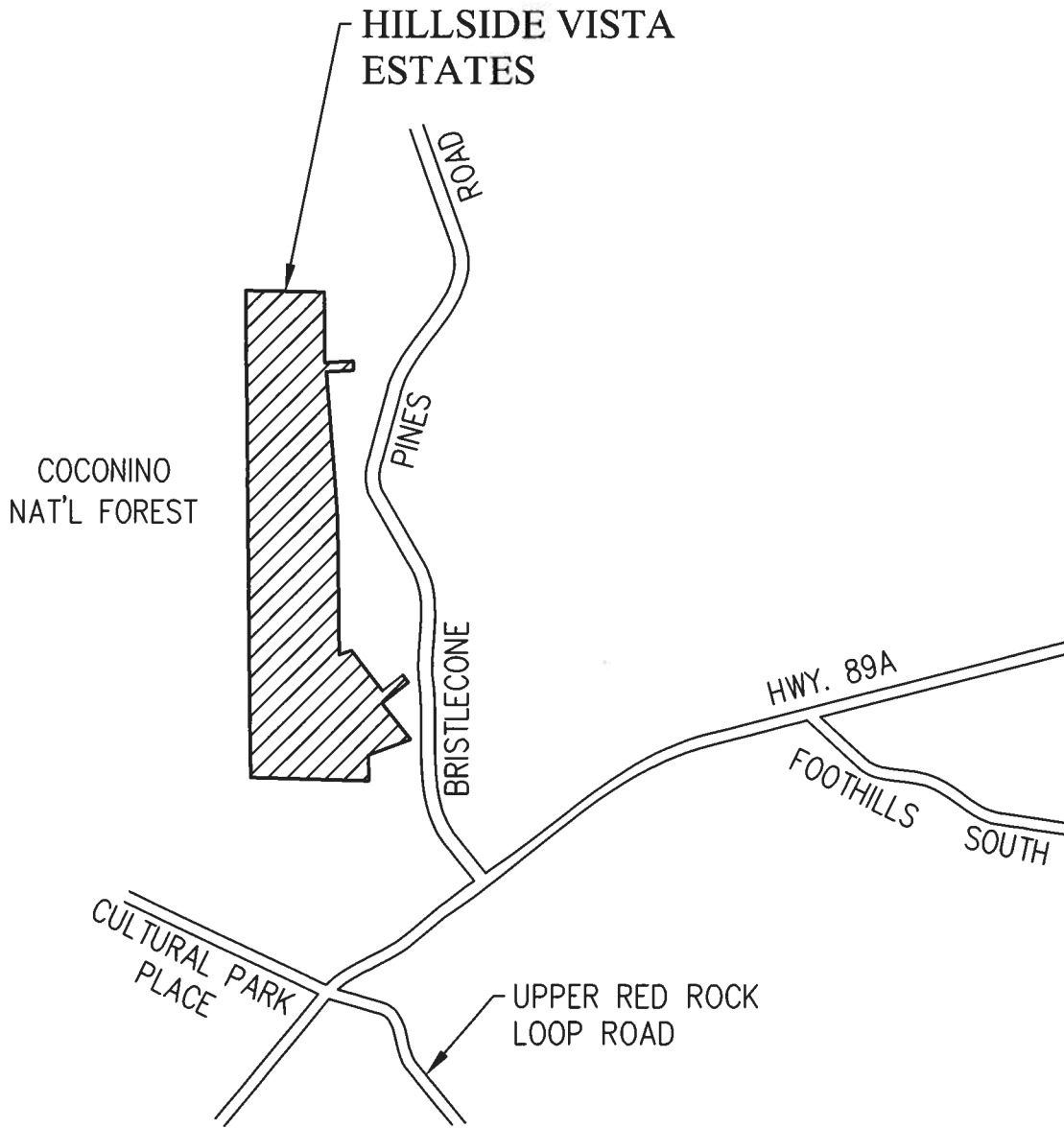
At the meeting attendees will be asked to sign in, minutes will be taken and later reduced to writing. All written information gathered or conveyed will be submitted to the City for placement in the land use file that is available for public inspection. Meeting questions will be responded to as answers are known. The property owners or their representatives will follow up with responses to questions where more information is needed in a timely fashion.

Sincerely,

A handwritten signature in black ink, appearing to read 'Scott Lorentzen'.

Scott Lorentzen, P.E.
Senior Project Manager

FILE: g:\projects\18\phoenix\1-18-010 hillside vista estates\02 - prel & final design\graphics-images\118010e-vm01.dwg
PLOT DATE: 5/9/2018 1:00 PM



SCALE: NTS.



Hoskin•Ryan Consultants
creative engineering solutions

5050 N. 40th Street Suite #100, Phoenix, AZ 85018
Office (602) 252-8384 | Fax (602) 252-8385 | www.hoskinryan.com

HILLSIDE VISTA
ESTATES
VICINITY MAP

PRELIMINARY PLAT

HILLSIDE VISTA ESTATES

A PORTION OF SECTION 15 TOWNSHIP 17 NORTH, RANGE 5 EAST,
OF THE GILA AND SALT RIVER MERIDIAN, CITY OF SEDONA,
YAVAPAI COUNTY, ARIZONA.
ASSESSOR PARCEL 408-11-178D

OWNER

CATRY CARIS
P.O. BOX 1429
1000 W. WILSON AVE.
SEDONA, AZ 86351
CONTACT CATRY CARIS-HART
EMAIL: CATRYCARIS@HOTMAIL.COM

ENGINEER

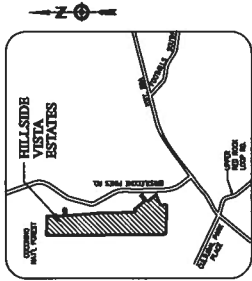
HOSKIN-RYAN CONSULTANTS, INC.
1000 W. WILSON AVE., SUITE 100
SEDONA, AZ 86351
TEL: (928) 252-8384
FAX: (928) 252-8385
EMAIL: INFO@HOSKINRYAN.COM

SITE DATA

32.84 AC
TOTAL LOTS 30
30 000 S.F.
R-10
ZONING

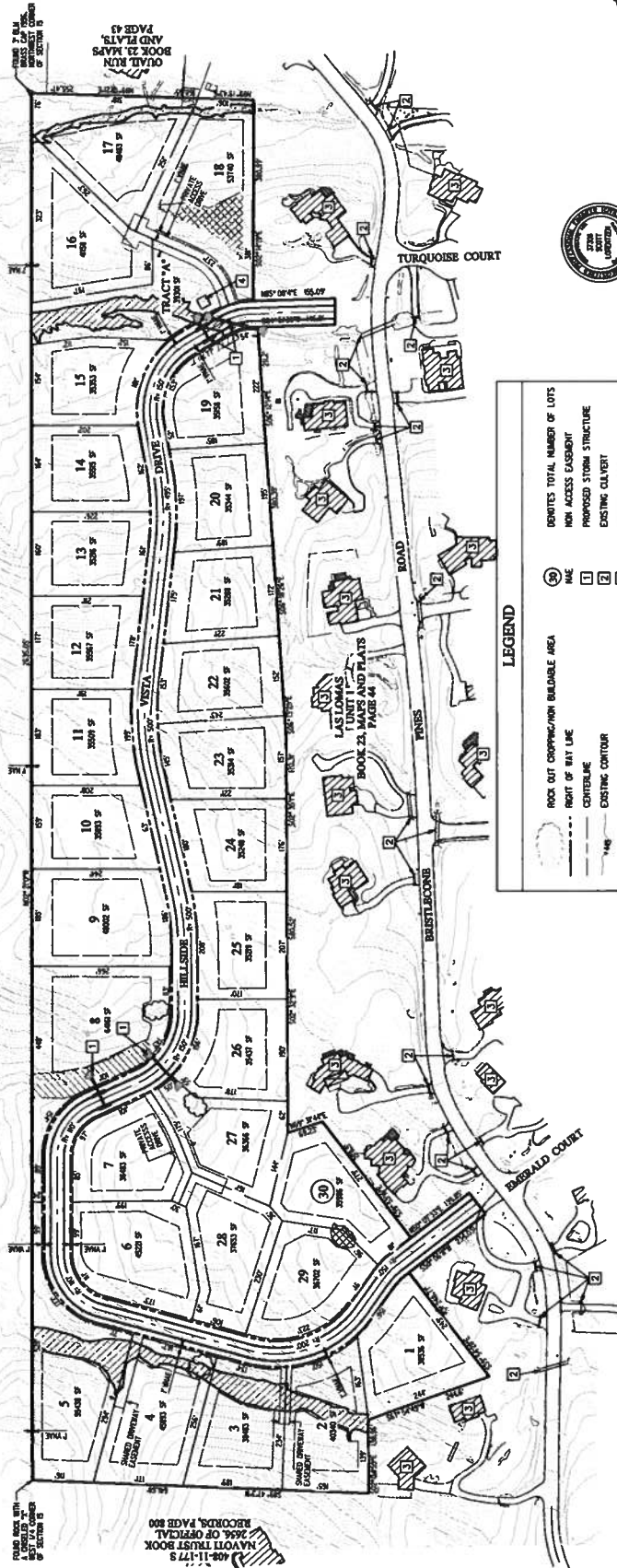
TRACT AREA AND USE TABLE

TRACT	AREA (SQUARE FEET)	USE
1	3,463 S.F.	LEFT STATION, TRAIL, & OPEN SPACE
2	3,463 S.F.	RIGHT STATION, TRAIL, & OPEN SPACE
3	3,463 S.F.	OPEN SPACE
4	3,463 S.F.	OPEN SPACE
5	3,463 S.F.	OPEN SPACE
6	3,463 S.F.	OPEN SPACE
7	3,463 S.F.	OPEN SPACE
8	3,463 S.F.	OPEN SPACE
9	3,463 S.F.	OPEN SPACE
10	3,463 S.F.	OPEN SPACE
11	3,463 S.F.	OPEN SPACE
12	3,463 S.F.	OPEN SPACE
13	3,463 S.F.	OPEN SPACE
14	3,463 S.F.	OPEN SPACE
15	3,463 S.F.	OPEN SPACE
16	3,463 S.F.	OPEN SPACE
17	3,463 S.F.	OPEN SPACE
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21	3,463 S.F.	OPEN SPACE
22	3,463 S.F.	OPEN SPACE
23	3,463 S.F.	OPEN SPACE
24	3,463 S.F.	OPEN SPACE
25	3,463 S.F.	OPEN SPACE
26	3,463 S.F.	OPEN SPACE
27	3,463 S.F.	OPEN SPACE
28	3,463 S.F.	OPEN SPACE
29	3,463 S.F.	OPEN SPACE
30	3,463 S.F.	OPEN SPACE



VICINITY MAP

COCONINO
NATIONAL
FOREST



LEGEND

- ROCK OUT CORPUSCULAR BULBABLE AREA
- RIGHT OF WAY LINE
- CENTERLINE
- EXISTING CENTERLINE
- BUILDING SETBACK
- VEHICULAR NON-ACCESS EASEMENT
- BOUNDARY LINE
- ROOTS DRAINAGE EMT
- NON BULBABLE AREA

Ⓢ DENOTES TOTAL NUMBER OF LOTS

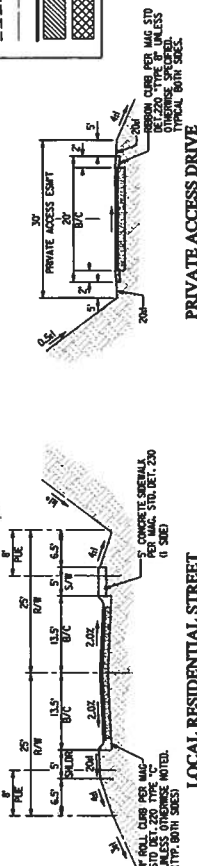
Ⓜ HIGH ACCESS EASEMENT

Ⓜ PROPOSED STORM STRUCTURE

Ⓜ EXISTING CLAYVERT

Ⓜ EXISTING RESIDENCE

Ⓜ PROPOSED SEWER LIFT STATION



• ACTUAL SLOPE PER GEOTECHNICAL ENGINEER

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5050 N. 40th Street, Suite 100
Phoenix, AZ 85018
Office: (602) 252-8384 | Fax: (602) 252-8385 | www.hoskinryan.com





MEMORANDUM

To: City of Sedona
From: Scott Lorentzen, P.E.
Date: May 24, 2018
Project: Hillside Vista Estates
Re: Neighborhood Public Meeting Attendees

Guy Forsythe
265 Bristlecone Pines Road
Sedona, AZ 85306
guy@cryingrocks.org

Patrick & Sue Shannon
237 Bristlecone Pines Road
Sedona, AZ 85306
sshann@me.com

Jerry Newton & Alanna Malone
34 East Plumage Drive
olderreddog@msn.com

Bert Campbell & Holli Ploog
139 Bristlecone Pines Road
Sedona, AZ 85336
holliploog@suddenlink.net

Dean Gain & Suanne Rudley
15 West Dove Wing Drive
Sedona, AZ 85336
rudely.s@juno.com



Sal & Bente Digiovanni
22 Emerald Court
Sedona, AZ 86336
(928) 301-7472

Adam Schneider and Amber Cloyes
217 Bristlecone Pines Road
Sedona, AZ 85336

Gary and Laura Gallerstein
85 Bristlecone Pines Road
Sedona, AZ 85336

Tamara VanGorden
11 Emerald Court
Sedona, AZ 85336

Linda Katahara
111 Bristlecone Pines Road
Sedona, AZ 85336
lindajanekat@gmail.com

Stanley Bronson
360 Bristlecone Pine Road
Sedona, AZ 85336

Peggy Lanning
357 Bristlecone Pine Road
Sedona, AZ 85336

Bob Nathan
Engel & Voelkers

Scott Lorentzen
Hoskin Ryan Consultants, Inc.

Mark Weinberg
Diamond Ventures

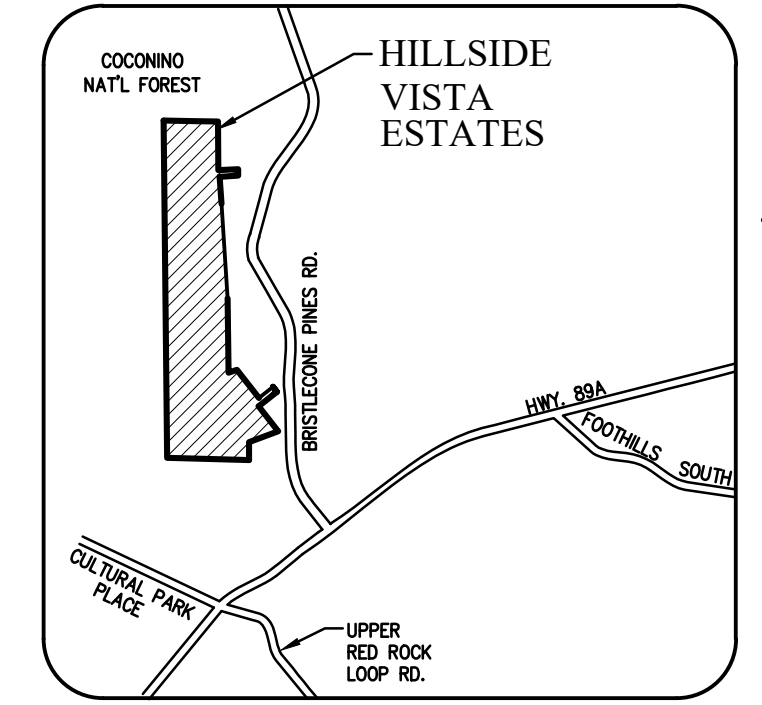
David Grounds
Dorn Homes



Ron Eland
Red Rock News

HILLSIDE VISTA ESTATES

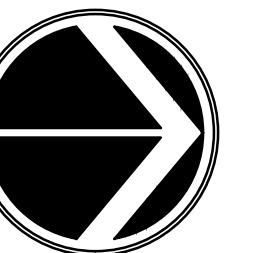
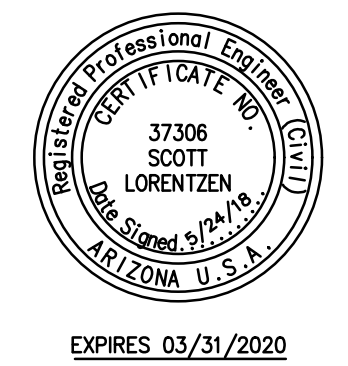
TOPOGRAPHIC MAP



VICINITY MAP



PLOT DATE: 05/20/18 9:28 AM FILE: J:\projects\topographic\151010_hillside_vista_estates\2_topo.dwg & final design\topographic\topographic.mxd



0 50 100 200
SCALE: 1" = 100'



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OWNER

CATHY CARIS
P.O. BOX 14315
SCOTTSDALE, AZ. 85267
TEL: (602) 332-6374
CONTACT: CATHY CARIS-HART
EMAIL: CATHYCARIS24@GMAIL.COM

ENGINEER

HOSKIN-RYAN CONSULTANTS, INC.
5050 N. 40TH STREET, SUITE 100
PHOENIX, AZ. 85018
TEL (602) 252-8384
FAX (602) 252-8385
CONTACT: SCOTT LORENTZEN
EMAIL: SCOTTLORENTZEN@HOSKINRYAN.COM

SITE DATA

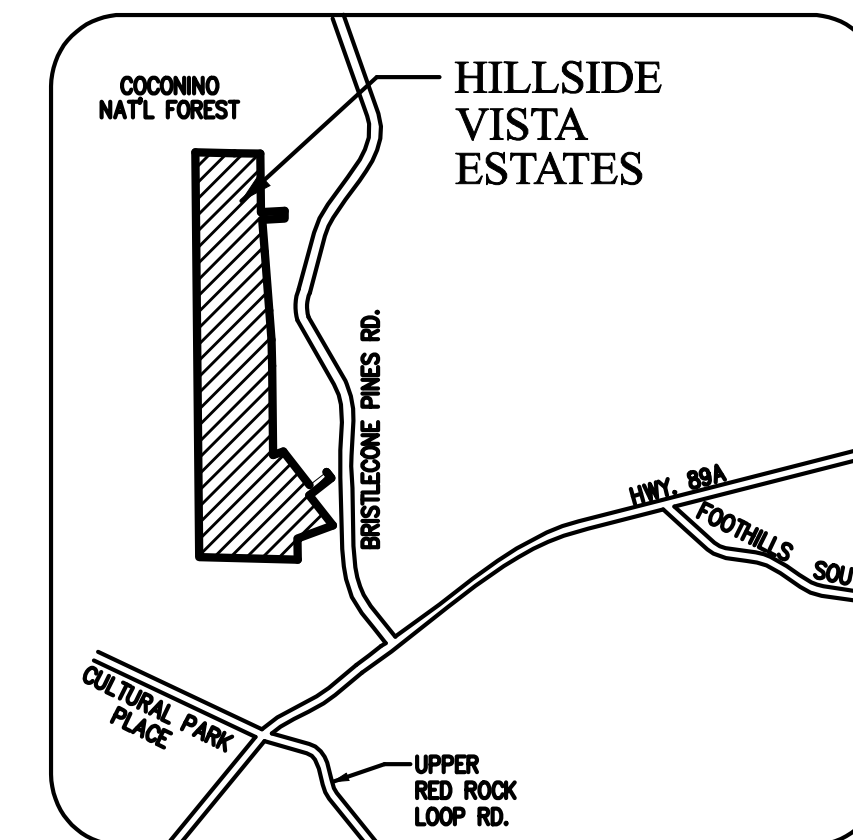
GROSS AREA 32.18 AC
TOTAL LOTS 30
MIN LOT SIZE 35,000 S.F.
ZONING R5-35

TRACT AREA AND USE TABLE

TRACT	SQUARE FEET	USE
"A"	39301	LIFT STATION, TRAIL & OPEN SPACE
SQUARE FEET	39301	

PRELIMINARY PLAT HILLSIDE VISTA ESTATES

A PORTION OF SECTION 15 TOWNSHIP 17 NORTH, RANGE 5 EAST,
OF THE GILA AND SALT RIVER MERIDIAN, CITY OF SEDONA
YAVAPAI COUNTY, ARIZONA.
ASSESSOR PARCEL 408-11-178D



VICINITY MAP

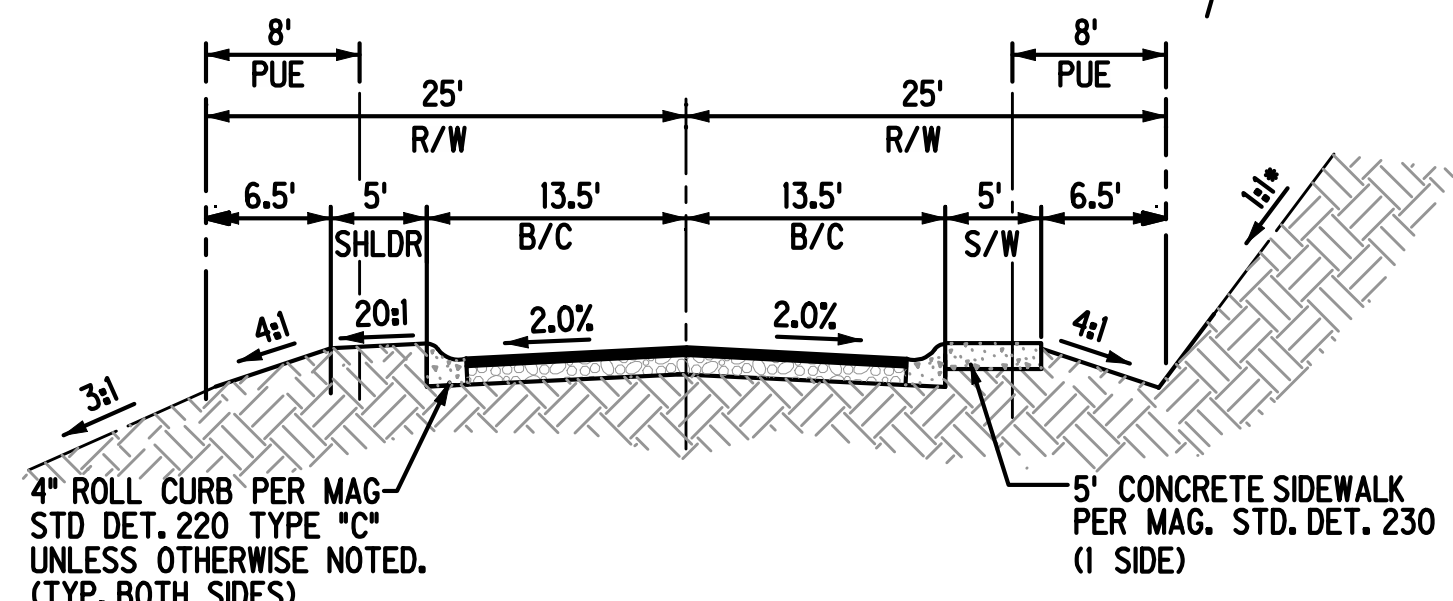
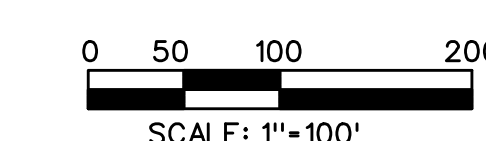
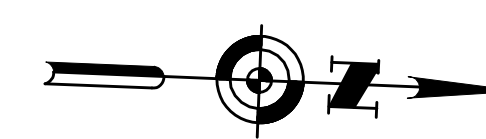


LEGEND

	ROCK OUT CROPPING/NON BUILDABLE AREA		30 DENOTES TOTAL NUMBER OF LOTS
	RIGHT OF WAY LINE		1 NON ACCESS EASEMENT
	CENTERLINE		2 PROPOSED STORM STRUCTURE
	EXISTING CONTOUR		3 EXISTING CULVERT
	BUILDING SETBACK		4 EXISTING RESIDENCE
	VEHICULAR NON-ACCESS EASEMENT		PROPOSED SEWER LIFT STATION
	BOUNDARY LINE		
	100YR DRAINAGE ESM'T		
	NON BUILDABLE AREA		

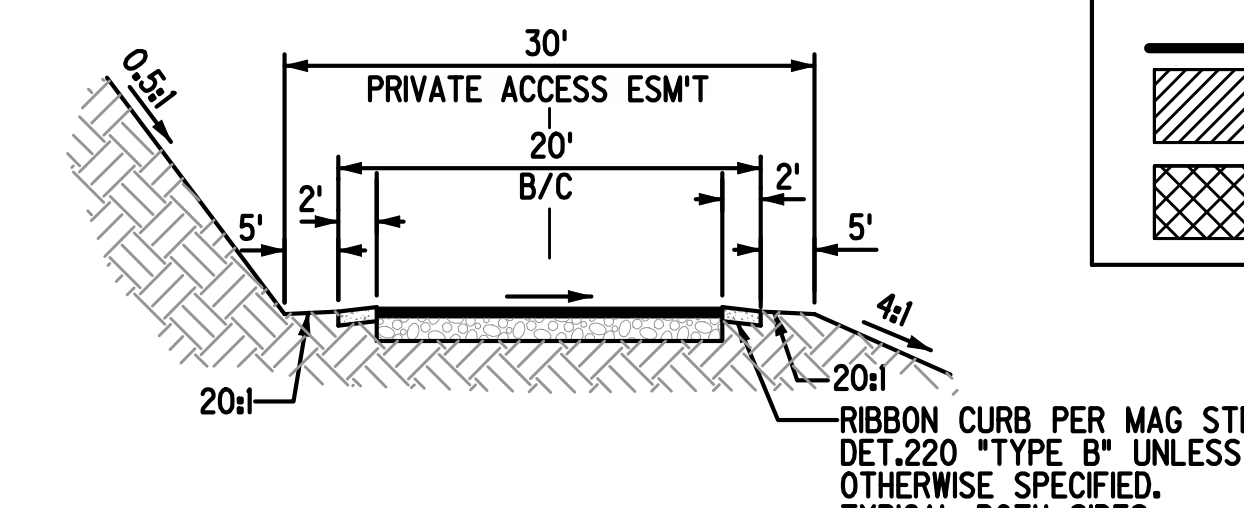


EXPIRES 3/31/2020



LOCAL RESIDENTIAL STREET

N.T.S.
CITY OF SEDONA
• ACTUAL SLOPE PER GEOTECHNICAL ENGINEER



PRIVATE ACCESS DRIVE

N.T.S.

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APPENDIX A2

MEETING - JUNE 7, 2018

Scott Lorentzen

From: Emily Pierce <emilyc@dornhomes.com>
Sent: Wednesday, May 30, 2018 4:31 PM
To: Jerry Newton; Suanne Rudley; Guy Forsythe; Sue Shannon
Subject: Meeting Times

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Neighbor,

As promised, we are proposing two different times to meet with Dave Grounds and Mark Weinberg. The first option is Wednesday, June 6th at 3pm and the second option is Thursday, June 7th at 9am. Please let us know which is more convenient for you.

We will visit the homes of the people that live facing our proposed community and also continue to answer questions about the proposed project.

Should you have any questions in the interim in regards to the two proposed meeting times please email me directly.

We will be meeting at the corner of Emerald Court and Bristlecone Pines Rd.

Please note: This email is only being sent to those who have provided their contact information. If you know of anyone else who attended the meeting that is not included on this email chain please have them reach out to me.

Thank you!!

Emily Pierce
Executive Assistant/AP Administrator
Dorn Homes, Inc
600 W. Gurley St., Ste 100
Prescott, AZ 86305
Phone: (928) 445-9427 x 109
Fax: (928) 515-2432
email: emily@dornhomes.com

Scott Lorentzen

From: Mark Weinberg <mweinberg@diamondven.com>
Sent: Thursday, June 14, 2018 11:32 AM
To: Scott Lorentzen
Cc: dave@dornhomes.com; Ryan Raab
Subject: Conceptual Meeting for Hillside Vista Estates
Attachments: SKM_C454e18061109410.pdf

Scott,

I have attached an exhibit and listed below the notes and commitments Dave and I made to the 5 neighbors who responded to our offer to meet on June 6th and 7th. Prior to meeting with the neighbors, we field staked all of the lots adjacent to Las Lomas, and installed 8' tall pvc poles in the center of each building envelope. Dave and I went to each of the 5 neighbor's homes, listened to their concerns, and agreed to make the following concessions to address their issues:

1. Gary Gallestein is remodeling a home, and asked us to eliminate the portion of building envelope on Lot 2 north of the wash, between the wash and the street. This revision will preserve his view of Cockscomb and give him an enhanced natural buffer. Dave and I agreed to this request.
2. Bert Campbell wants to maintain his privacy. The proposed location of the home on Lot 30 should have little impact to him. Also, Bert wants a fabric dust screen placed along the entry road adjacent to his lot during construction. Dave and I agreed to this request.
3. Amber Schneider asked for maximum building separation, a natural buffer, and height restrictions on our Lots 22 and 23. Dave and I agreed to locate the homes on Lots 22 and 23 in the southwest corner of the each building envelope to maintain an approximate 140' buffer from the edge of each new home to her home. We agreed to a 25' height restriction before realizing the city's height restrictions are more restrictive than that. Also, she asked how long the street will be torn up in front of her home to install sewer. We told her a few weeks. Dave and I agreed to her requests.
4. Pat and Sue Shannon want the home on Lot 20 to be placed in the northeast area of the building envelope to minimize the impact to their of Cockscomb. Also, they requested a flat roof house. We agreed to place 4 corner poles up where our proposed house placement will be, and revisit with them. Dave and I agreed to this request.
5. Guy Forsythe wants the house on Lot 19 shifted southwest to minimize the impact to his view of Cockscomb. Dave and I agreed to this request.

In addition, several other residents attended the site meeting who do not live adjacent to the property. Their issues were mostly added congestion, traffic, dust, construction debris, access to the national forest, and possible obstruction of views.

On a final note, the minor revisions we want to make to the plat will increase the separation to existing homes adjacent to our Lots 19, 20, 21 and 22. And the proposed revision to Lot 18 will minimize the view impact from Edith Shulman's home to Cockscomb.

Let me know if you need anything else for the Planning Commission hearing next week.

Thanks,

Mark

DEVELOPER
 DIAMOND VENTURES INC.
 2200 EAST RIVER ROAD
 TUCSON, AZ 85718
 TEL: (520) 577-0200
 CONTACT: MARK WIENBERG

ENGINEER
 HOSKIN-RYAN CONSULTANTS, INC.
 5050 N. 40TH STREET, SUITE 100
 PHOENIX, AZ 85018
 TEL: (602) 252-8384
 FAX: (602) 252-8385
 CONTACT: SCOTT LORENTZEN
 EMAIL: SCOTT.L@HOSKINRYAN.COM

SITE DATA
 GROSS AREA 32.18 AC
 TOTAL LOTS 30
 MIN LOT SIZE 35,000 S.F.
 ZONING RS-35

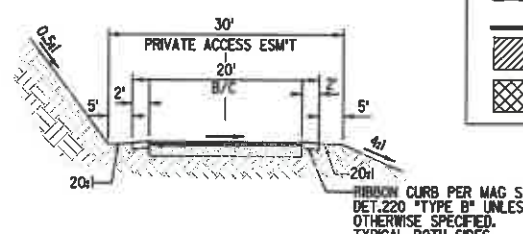
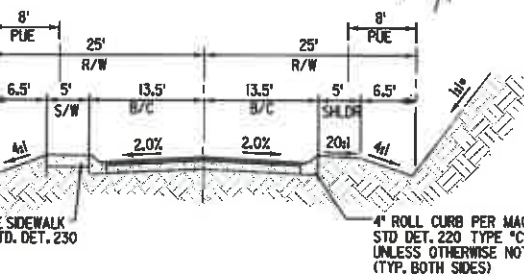
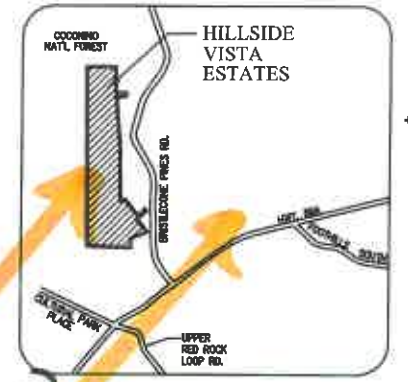
CONCEPTUAL PLAT

HILLSIDE VISTA ESTATES

A PORTION OF SECTION 15 TOWNSHIP 17 NORTH, RANGE 5 EAST,
 OF THE GILA AND SALT RIVER MERIDIAN, CITY OF SEDONA
 YAVAPAI COUNTY, ARIZONA.
 ASSESSOR PARCEL 408-11-178D

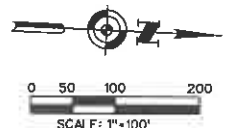
TRACT AREA AND USE TABLE

TRACT	SQUARE FEET	USE
"A"	39301	LIFT STATION & OPEN SPACE
	SQUARE FEET 39301	



LEGEND

	ROCK OUT CROPPING/NON BUILDABLE AREA		DENOTES TOTAL NUMBER OF LOTS
	RIGHT OF WAY LINE		NON ACCESS EASEMENT
	CENTERLINE		PROPOSED STORM STRUCTURE
	EXISTING CONTOUR		EXISTING CULVERT
	BUILDING SETBACK		EXISTING RESIDENCE
	VEHICULAR NON-ACCESS EASEMENT		PROPOSED SEWER LIFT STATION
	BOUNDARY LINE		
	100YR DRAINAGE ESM'T		
	NON BUILDABLE AREA		



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Page 82



APPENDIX B

RESOLUTION DOCUMENTATION

Notes and Commitments

Sue and Pat Shannon

237 Bristlecone Pines

928-282-1799

We agreed to make our home on lot 20 a flat roof and to push away from their view. (moving it North and East from our current pole location)

We agreed to place 4 poles up where our proposed house placement will be, and revisit the view with them.

Dean Gain and Suanne Rudley

Gary Gallestein (85 Bristlecone Pines; Lot 1)

rungaryg@gmail.com

We agreed to push our lot 2 home placement on the opposite side of the channel, to protect Gary's view.

Bert Campbell and Holli Ploog

ploogh@verizon.net

(139 Bristlecone Pines)

We promised that we would put up the tan fabric fencing on both sides of the entry road that goes past their home.

Tamara VanGorden

(11 Emerald Court). Lives across the street from Hillside, and would like to be kept updated on the progress.

olderreddog@msn.com

(34 E. Plumage)

Lives far from our development, and not affected by any view blockage

Some residents have asked us to force construction into the South entrance. And also add speed bumps. And not start construction until 7:00 am.

Adam and Amber Schneider

217 Bristlecone Pines

We agreed to keep our home 140' away from their home.

We agreed to allow approx. 30' of graded area on their side of our home, and the rest of the trees would be preserved... creating a buffer between their home and our new home.

We agreed to a 25' height restriction on the 3 lots that affect their home.

Amber is concerned with how long the street will be torn up with sewer.

We told her it would go in stages... and it would be torn up in front of her home for only a few weeks.

Stake 1026: Move our center pole 30' to south of pole, and 10' toward the east.

OWNER / DEVELOPER

DIAMOND VENTURES INC.
2200 EAST RIVER ROAD
TUCSON, AZ 85718
TEL: (520) 577-0200
CONTACT: MARK WEINBERG

ENGINEER

HOSKIN-RYAN CONSULTANTS, INC.
5050 N. 40TH ST, SUITE 100
PHOENIX, AZ 85018
TEL (602) 252-8384
FAX (602) 252-8385
CONTACT: SCOTT LORENTZEN, P.E.
EMAIL: SCOTTL@HOSKINRYAN.COM

SHEET INDEX

- 1 COVER SHEET, KEYMAP, LEGEND, LEGAL DESCRIPTION, SITE DATA, LOT & TRACT TABLES
- 2-3 PRELIMINARY PLAT SHEET, DETAILS
- 4-5 EASEMENTS LAYOUT & TABLES

SITE DATA

GROSS AREA: 32.18 AC
TOTAL LOTS: 30
MIN. LOT SIZE: 35,000 SF
ZONING: RS-35

UTILITIES

TELEPHONE QWEST COMMUNICATIONS
ELECTRIC ARIZONA PUBLIC SERVICE
CABLE TV NPG CABLE
SEWER CITY OF SEDONA WASTEWATER
WATER ARIZONA WATER COMPANY
FIRE SEDONA FIRE DISTRICT
GAS UNISOURCE ENERGY SERVICES

NOTES

THE BUILDING ENVELOPE IS THAT PORTION OF EACH LOT WITHIN WHICH ALL STRUCTURES MUST BE LOCATED. THE FOLLOWING IMPROVEMENTS WILL BE PERMITTED OUTSIDE OF THE BUILDING ENVELOPE - DRIVEWAYS, UTILITIES, GRADING, DRAINAGE IMPROVEMENTS, RETAINING WALLS, AND LANDSCAPING. BUILDING ENVELOPES MAY BE ADJUSTED ONLY BY AUTHORIZATION FROM THE ARCHITECTURAL REVIEW COMMITTEE.

THE NORTH TWO WASHES (A & B) ARE DEFINED AS CLASS 2 AND SOUTHERN WASH AS CLASS 1 (C). MAINTENANCE OF ALL THREE WASHES ARE THE RESPONSIBILITY OF HILLSIDE VISTA ESTATES HOA.

TO MITIGATE NOISE AND DUST IMPACT DURING CONSTRUCTION ON SURROUNDING PROPERTIES, TAN FABRIC FENCING WILL BE INSTALLED ON BOTH SIDES OF SOUTHERN ENTRANCE UP TO THE SOUTHEAST CORNER OF LOT 30.

LEGAL DESCRIPTION

A PARCEL OF GROUND LYING IN THE NORTHWEST QUARTER OF SECTION 15, TOWNSHIP 17 NORTH, RANGE 5 EAST, GILA AND SALT RIVER BASE MERIDIAN, YAVAPAI COUNTY, ARIZONA AS DESCRIBED AS FOLLOWS:

BEGINNING AT THE WEST QUARTER CORNER OF SECTION 15 AS MARKED BY A FOUND 4"x4"x10" SANDSTONE WITH A CROSS CHISELED ON TOP;

THENCE NORTH 02 DEGREES, 21 MINUTES, 00 SECONDS WEST (RECORD PER B.L.M. PLAT AND BASIS OF BEARINGS) A DISTANCE OF 2635.20 FEET TO A FOUND 1956 B.L.M. BRASS CAP MONUMENT AT THE NORTHWEST CORNER OF SECTION 15, SAID CORNER ALSO BEING THE SOUTHWEST CORNER OF QUAIL RUN SUBDIVISION AS RECORDED IN BOOK 23 OF MAPS AND PLATS, PAGE 43;

THENCE NORTH 89 DEGREES, 17 MINUTES, 42 SECONDS EAST 255.45 FEET (RECORD NORTH 89 DEGREES, 16 MINUTES 37 SECONDS EAST 255.55 FEET) TO A FOUND 1/2" REBAR AT THE CORNER COMMON TO LOTS 1 AND 2 IN SAID SUBDIVISION;

THENCE NORTH 89 DEGREES, 18 MINUTES, 46 SECONDS EAST (RECORD NORTH 89 DEGREES, 16 MINUTES, 37 SECONDS EAST) 168.76 FEET TO A SET 5/8 INCH REBAR WITH PLASTIC CAP STAMPED "SEC RLS 13015" AT THE NORTHWEST CORNER OF LOT 12 IN LAS LOMAS SUBDIVISION AS RECORDED IN BOOK 23 OF MAPS AND PLATS, PAGE 44 FROM WHICH, A FOUND 1/2 INCH REBAR AT THE NORTHEAST CORNER OF SAID LOT 12 LIES NORTH 89 DEGREES, 18 MINUTES, 46 SECONDS EAST 131.52 FEET (RECORD NORTH 89 DEGREES, 56 MINUTES, 22 SECONDS EAST 131.41 FEET);

THENCE ALONG THE WESTERMOST LINE OF SAID LAS LOMAS SUBDIVISION;

SOUTH 02 DEGREES, 15 MINUTES, 30 SECONDS EAST 381.17 FEET (RECORD SOUTH 10 DEGREES, 41 MINUTES, 41 SECONDS EAST 381.96 FEET) TO A FOUND 1/2 INCH REBAR AT THE SOUTHWEST CORNER OF LOT 12 AND A POINT OF NON-TANGENT CURVATURE THE CENTRAL POINT OF WHICH BEARS SOUTH 07 DEGREES, 49 MINUTES, 49 SECONDS EAST 1525.00 FEET;

THENCE THROUGH A CENTRAL ANGLE OF 05 DEGREES, 49 MINUTES, 33 SECONDS ALONG AN ARC LENGTH OF 155.07 ON A CURVE TO THE LEFT, CHORD OF SAID CURVE BEARS NORTH 85 DEGREES, 05 MINUTES, 17 SECONDS EAST 155.00 FEET, TO A FOUND 5/8 INCH REBAR WITH PLASTIC CAP STAMPED "SEC RLS 13015"; SAID POINT FALLS ON THE WESTERLY RIGHT-OF-WAY LINE OF BRISTLECONE PINES ROAD, AS SHOWN IN BOOK 23 OF MAPS AND PLATS, PAGE 26;

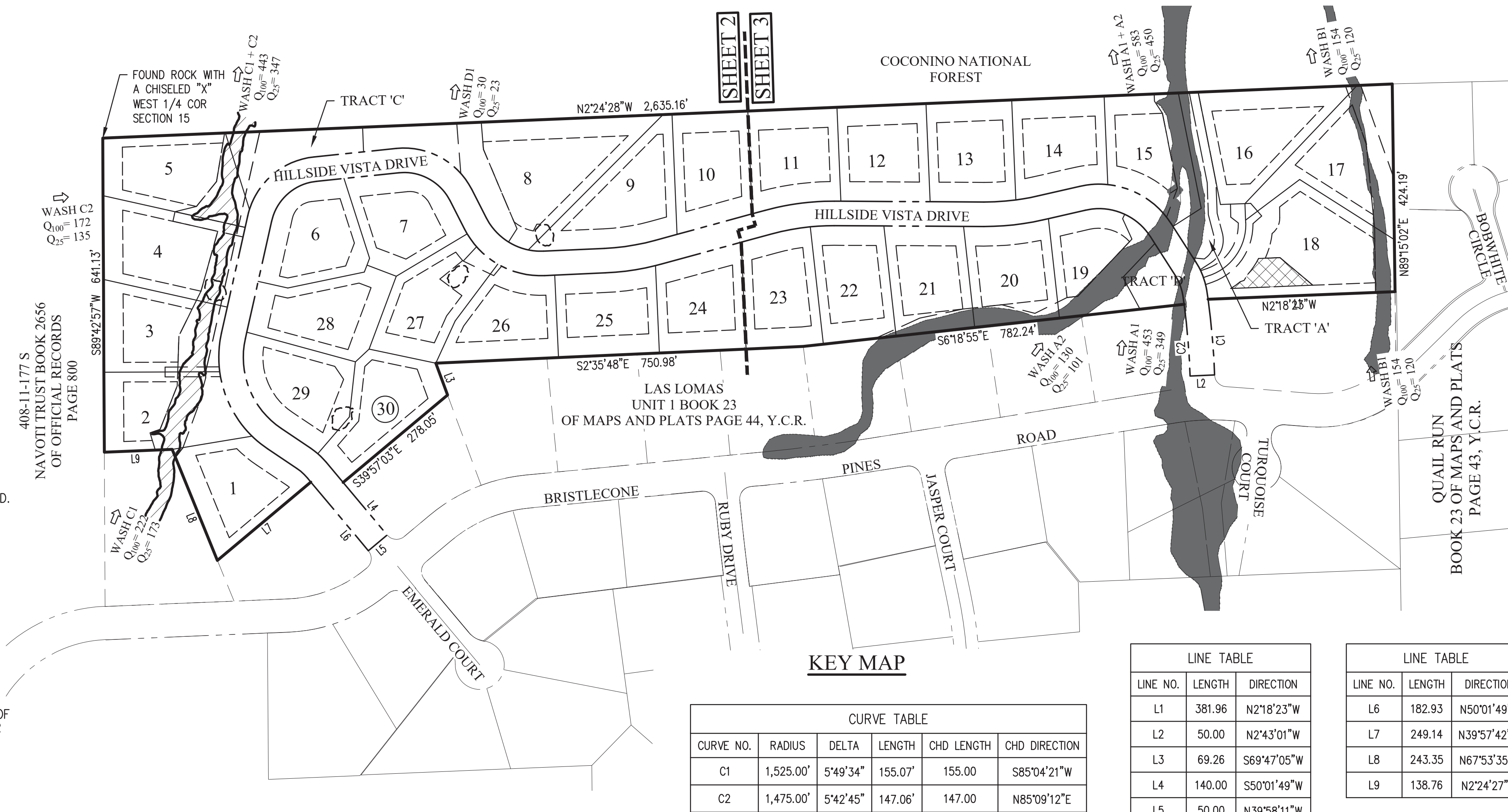
THENCE ALONG SAID RIGHT-OF-WAY LINE SOUTH 02 DEGREES, 28 MINUTES, 24 SECONDS EAST 49.88 FEET (RECORD SOUTH 01 DEGREES, 31 MINUTES, 13 SECONDS EAST 50.00 FEET) TO A FOUND 5/8 INCH REBAR WITH PLASTIC CAP STAMPED "SEC RLS 13015" AT A NON-TANGENT POINT OF CURVATURE, THE CENTRAL POINT OF WHICH BEARS SOUTH 02 DEGREES, 17 MINUTES, 43 SECONDS WEST 1475.00 FEET;

THENCE THROUGH A CENTRAL ANGLE OF 05 DEGREES, 42 MINUTES, 27 SECONDS ALONG AN ARC LENGTH OF 146.93 FEET (RECORD CENTRAL ANGLE OF 05 DEGREES, 42 MINUTES, 45 SECONDS, LENGTH OF 147.06 FEET) ON A CURVE TO THE LEFT, CHORD OF SAID CURVE BEARS SOUTH 84 DEGREES, 51 MINUTES, 04 SECONDS WEST 146.87 FEET TO A FOUND 1/2 REBAR AT THE NORTHWEST CORNER OF LOT 11 IN SAID LAS LOMAS SUBDIVISION;

THENCE SOUTH 06 DEGREES, 12 MINUTES, 48 SECONDS EAST 211.40 FEET (RECORD SOUTH 05 DEGREES, 36 MINUTES, 45 SECONDS EAST 211.22 FEET) TO A FOUND 1/2 INCH REBAR WITH PLASTIC CAP STAMPED "LANDMARK LS 14183" AT THE SOUTHWEST CORNER OF SAID LOT 11 FROM WHICH A FOUND 1/2 REBAR LIES NORTH 47 DEGREES, 00 MINUTES, 53 SECONDS WEST 2.06 FEET;

PRELIMINARY PLAT
FOR
HILLSIDE VISTA ESTATES

A PORTION OF SECTION 15 TOWNSHIP 17 NORTH, RANGE 5 EAST,
OF THE GILA AND SALT RIVER MERIDIAN, CITY OF SEDONA
YAVAPAI COUNTY, ARIZONA.
ASSESSOR PARCEL 408-11-178D; TOTAL ACREAGE=32.18 AC; CITY#PZ18-00003



KEY MAP

CURVE NO.	RADIUS	DELTA	LENGTH	CHD LENGTH	CHD DIRECTION
C1	1,525.00'	5'49"34"	155.07'	155.00'	S85°04'21"W
C2	1,475.00'	5'42"45"	147.06'	147.00'	N85°09'12"E

LINE TABLE

LINE NO.	LENGTH	DIRECTION
L1	381.96	N2°18'23"W
L2	50.00	N2°43'01"W
L3	69.26	S69°47'05"W
L4	140.00	S50°01'49"W
L5	50.00	N39°58'11"W

LINE TABLE

LINE NO.	LENGTH	DIRECTION
L6	182.93	N50°01'49"E
L7	249.14	N39°57'42"W
L8	243.35	N67°53'35"E
L9	138.76	N2°24'27"W

LOT AREA TABLE

LOT NO.	AREA (SF)	AREA (ACRE)
1	38,477	0.883
2	40,380	0.927
3	39,001	0.895
4	46,365	1.064
5	42,888	0.985
6	36,285	0.833
7	34,850	0.800
8	76,038	1.746
9	42,579	0.977
10	35,304	0.810

LOT AREA TABLE

LOT NO.	AREA (SF)	AREA (ACRE)
11	35,672	0.819
12	35,714	0.820
13	35,720	0.820
14	35,852	0.823
15	37,984	0.872
16	43,347	0.995
17	46,956	1.078
18	60,903	1.398
19	35,590	0.817
20	35,128	0.806

LOT AREA TABLE

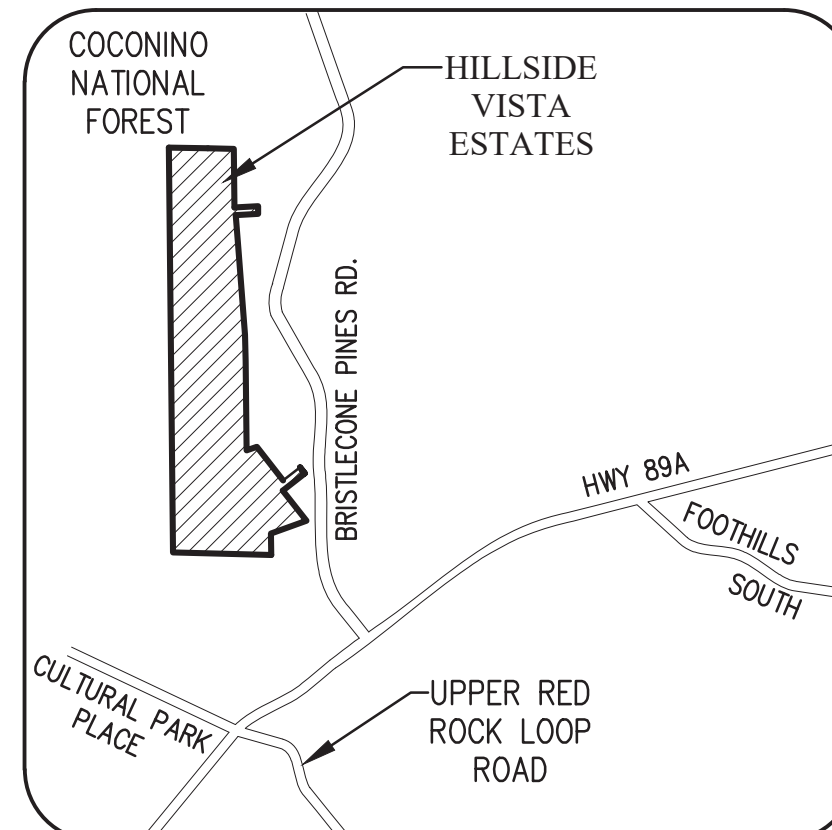
LOT NO.	AREA (SF)	AREA (ACRE)
21	35,052	0.805
22	35,105	0.806
23	35,040	0.804
24	35,127	0.806
25	35,068	0.805
26	35,006	0.804
27	35,684	0.819
28	37,745	0.867
29	36,601	0.840
30	35,353	0.812

TRACT AREA & USE TABLE

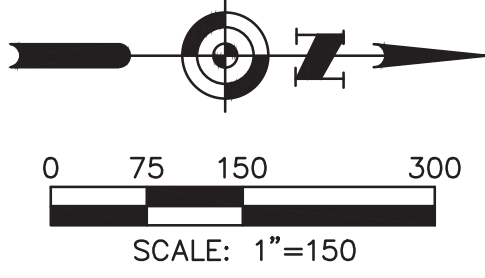
TRACT NAME	AREA (SF)	AREA (ACRE)	USE
TRACT 'A'	24,099	0.553	OPEN SPACE, DRAINAGE
TRACT 'B'	156,278	3.588	RIGHT-OF-WAY
TRACT 'C'	20,465	0.470	OPEN SPACE, DRAINAGE
TRACT 'D'	10,016	0.230	OPEN SPACE, DRAINAGE

LEGEND

- ROCK OUT CROPPING/NON BUILDABLE AREA
- RIGHT OF WAY LINE
- CENTERLINE
- EXISTING CONTOUR
- PROPOSED CONTOUR
- BUILDING SETBACK (B.S.L.)
- VEHICULAR NON-ACCESS EASEMENT
- BOUNDARY LINE
- HRC 100YR FLOOD LIMITS
- SEDONA FLOOD HAZARD & FLOOD WAY LIMITS
- NON BUILDABLE AREA
- DENOTES TOTAL NUMBER OF LOTS
- VEHICULAR NON-ACCESS EASEMENT
- TEMPORARY CONSTRUCTION EASEMENT

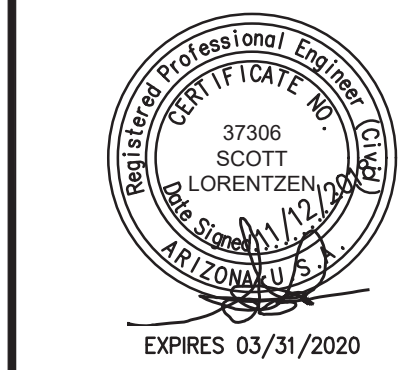


VICINITY MAP
SCALE: 1 INCH = 1 MILE



HILLSIDE VISTA ESTATES

PRELIMINARY PLAT



DESIGNED: SAL
DRAWN: JV
CHECKED: SAL DATE: 10/24/2018
SHEET 1 OF 5
PROJECT NO. 18-010-02

Hoskin•Ryan Consultants, Inc.
creative engineering solutions

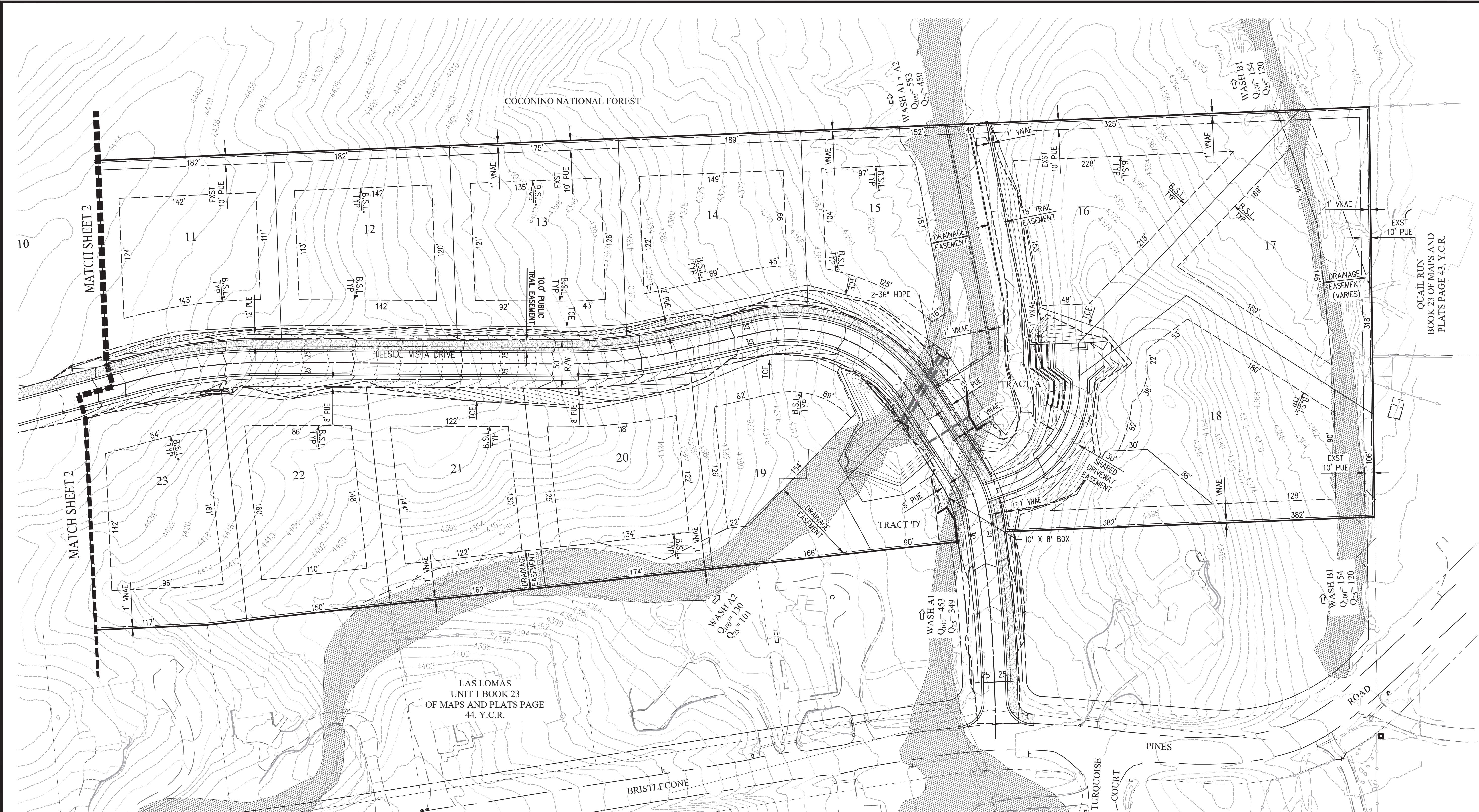
5050 N. 40th Street Suite #100 Phoenix, AZ 85018
Office (602) 252-8384 | Fax (602) 252-8385 | www.hoskinryan.com

REVISIONS:

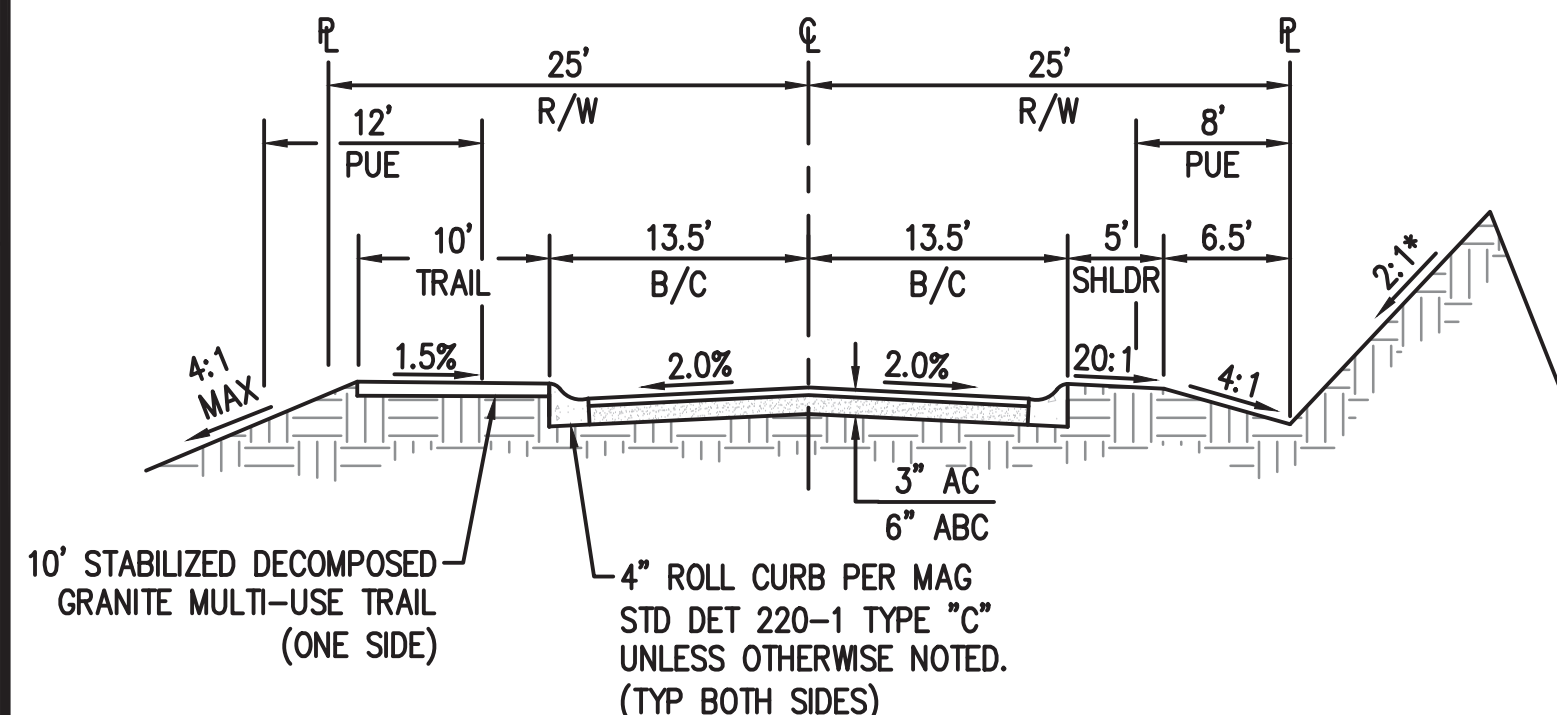
Land Planning • Hydrology • Land Development • Civil Infrastructure • Surveying

CITY#PZ18-00003

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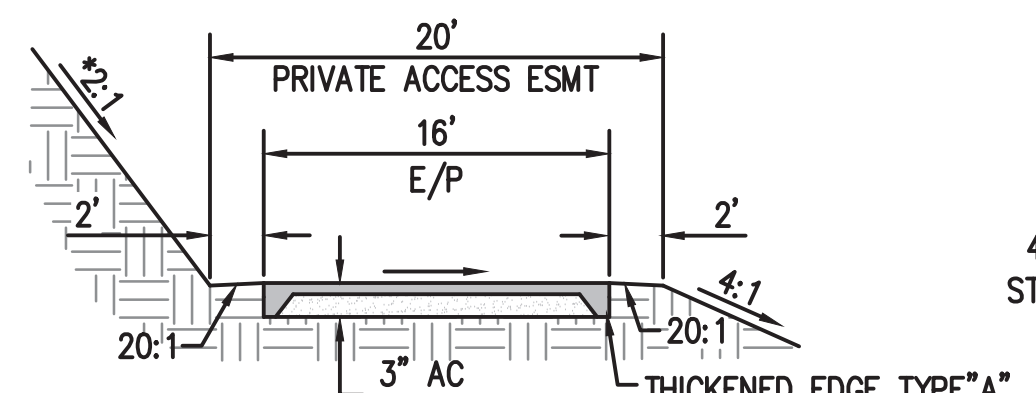
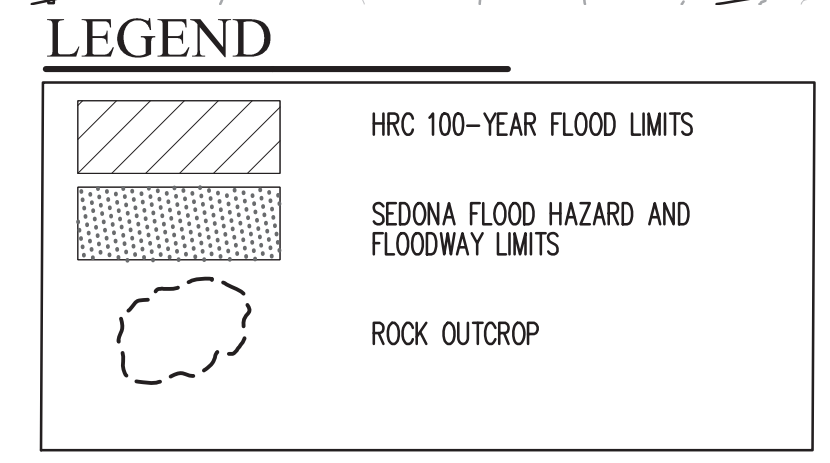


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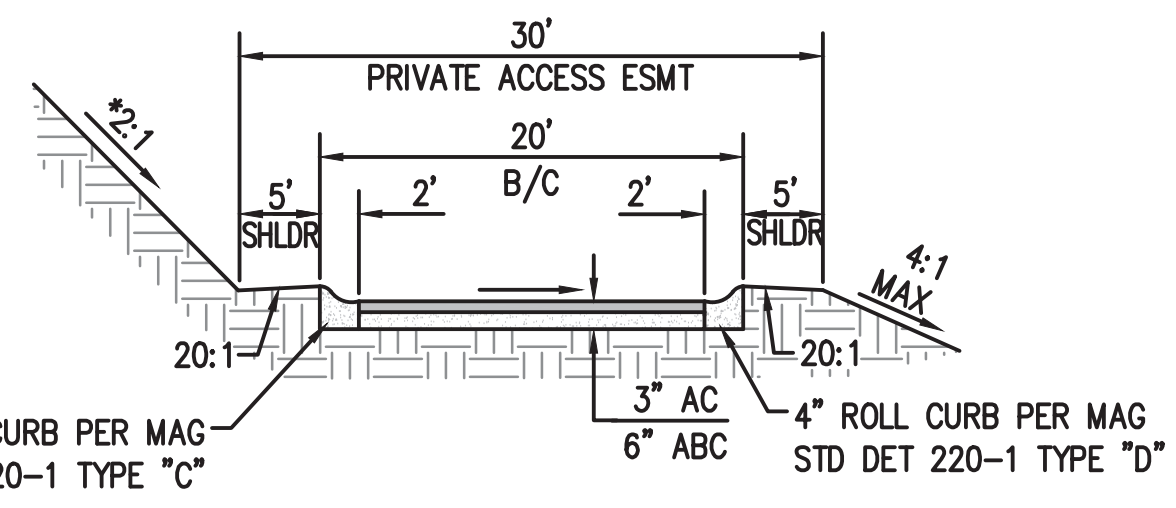
LOCAL RESIDENTIAL STREET

N.T.S.
 CITY OF SEDONA
 *ACTUAL SLOPE PER GEOTECHNICAL ENGINEER



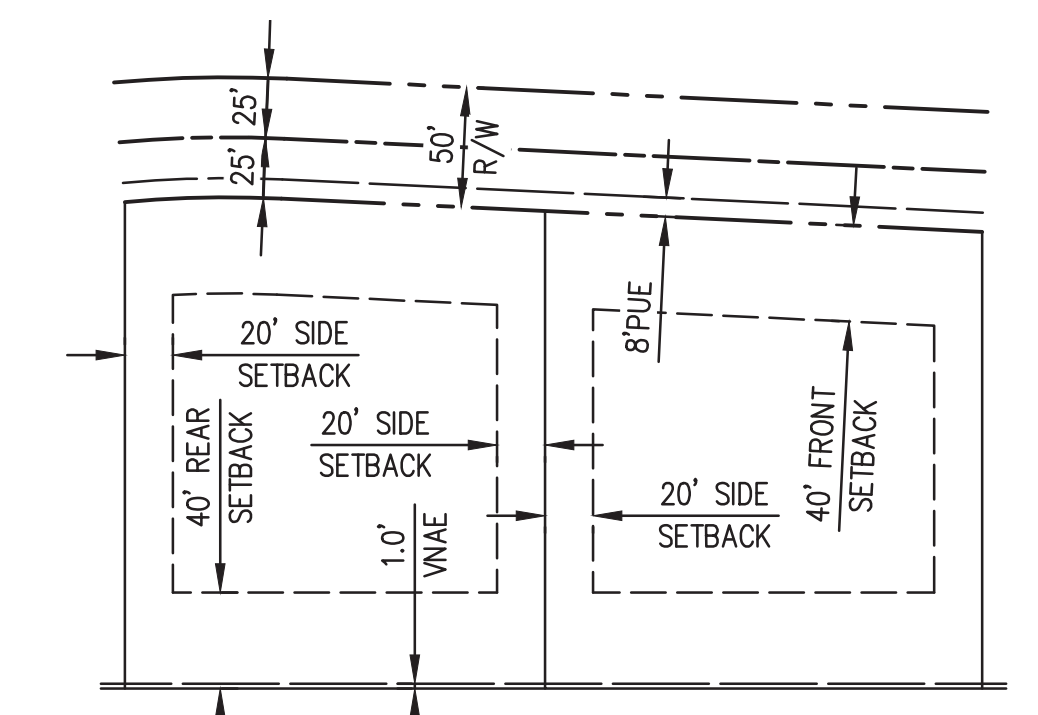
SHARED PRIVATE ACCESS

LOTS 16-18
 N.T.S.
 *ACTUAL SLOPE PER GEOTECHNICAL ENGINEER



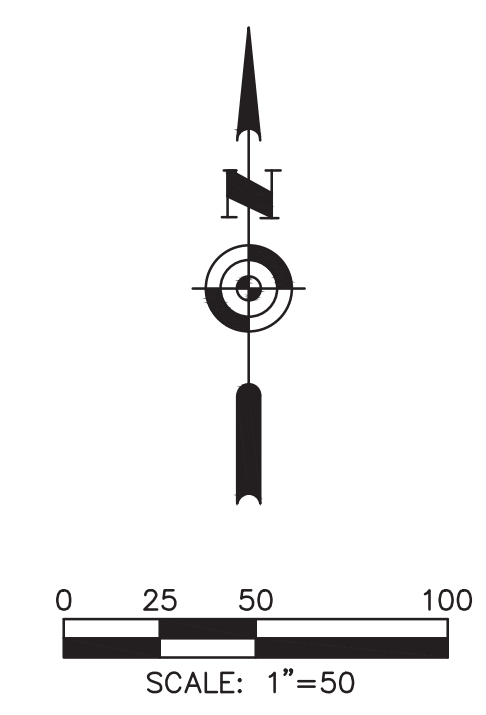
SHARED PRIVATE ACCESS

LOTS 16-18
 N.T.S.
 *ACTUAL SLOPE PER GEOTECHNICAL ENGINEER



TYPICAL SETBACK EXHIBIT

N.T.S.



HILLSIDE VISTA ESTATES

PRELIMINARY PLAT

REVISIONS:

NO.	DATE	DESCRIPTION



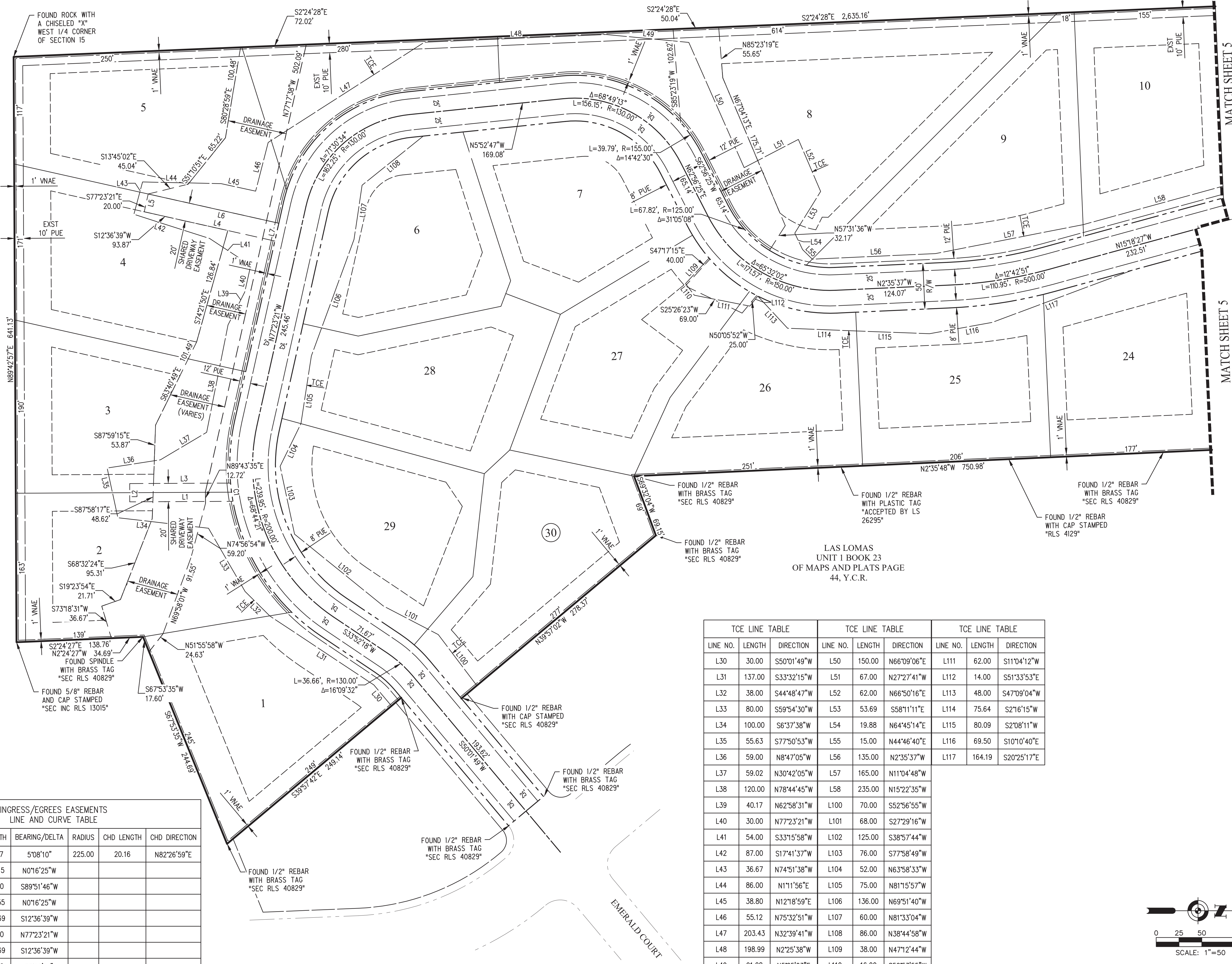
DESIGNED: SAL
 DRAWN: JV
 CHECKED: SAL DATE: 10/24/2018
 SHEET 3 OF 5
 PROJECT NO. 18-010-02

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CITY#Z18-00003

408-11-177 S
NAVOTRUST BOOK 2656
OF OFFICIAL RECORDS
PAGE 800



MATCH SHEET 5

MATCH SHEET 5

REVISIONS:

HILLSIDE VISTA ESTATES

PRELIMINARY PLAT

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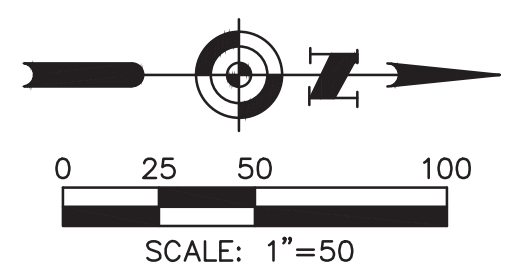
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INGRESS/EGRESS EASEMENTS
LINE AND CURVE TABLE

LINE NO./CURVE NO.	LENGTH	BEARING/DELTA	RADIUS	CHD LENGTH	CHD DIRECTION
C1	20.17	5°08'10"	225.00	20.16	N82°26'59"E
L1	113.15	N0°16'25"W			
L2	20.00	S89°51'46"W			
L3	110.55	N0°16'25"W			
L4	146.69	S12°36'39"W			
L5	20.00	N77°23'21"W			
L6	146.69	S12°36'39"W			
L7	20.00	N77°23'21"W			

TCE LINE TABLE

LINE NO.	LENGTH	DIRECTION	LINE NO.	LENGTH	DIRECTION	LINE NO.	LENGTH	DIRECTION
L30	30.00	S50°01'49"W	L50	150.00	N66°09'06"E	L111	62.00	S11°04'12"W
L31	137.00	S33°32'15"W	L51	67.00	N27°27'41"W	L112	14.00	S51°33'53"E
L32	38.00	S44°48'47"W	L52	62.00	N66°50'16"E	L113	48.00	S47°09'04"W
L33	80.00	S59°54'30"W	L53	53.69	S58°11'11"E	L114	75.64	S2°16'15"W
L34	100.00	S6°37'38"W	L54	19.88	N64°45'14"E	L115	80.09	S2°08'11"W
L35	55.63	S77°50'53"W	L55	15.00	N44°46'40"E	L116	69.50	S10°10'40"E
L36	59.00	N8°47'05"W	L56	135.00	N2°35'37"W	L117	164.19	S20°25'17"E
L37	59.02	N30°42'05"W	L57	165.00	N11°04'48"W			
L38	120.00	N78°44'45"W	L58	235.00	N15°22'35"W			
L39	40.17	N62°58'31"W	L100	70.00	S52°56'55"W			
L40	30.00	N77°23'21"W	L101	68.00	S27°29'16"W			
L41	54.00	S33°15'58"W	L102	125.00	S38°57'44"W			
L42	87.00	S17°41'37"W	L103	76.00	S77°58'49"W			
L43	36.67	N74°51'38"W	L104	52.00	N63°58'33"W			
L44	86.00	N11°56'E	L105	75.00	N81°55'57"W			
L45	38.80	N12°18'59"E	L106	136.00	N69°51'40"W			
L46	55.12	N75°32'51"W	L107	60.00	N81°33'04"W			
L47	203.43	N32°39'41"W	L108	86.00	N38°44'58"W			
L48	198.99	N2°25'38"W	L109	38.00	N47°12'44"W			
L49	91.28	N5°25'03"E	L110	16.00	S52°53'55"W			



DESIGNED: SAL
DRAWN: JV
CHECKED: SAL DATE: 10/24/2018
SHEET 4 OF 5
PROJECT NO. 18-010-02

REVIEWED BY _____ DATE _____
DRAFTED BY _____ DATE _____
CHECKED BY _____ DATE _____



CITY#Z18-00003

Subdivision Checklist

Land Development Code Article 7

PZ18-00003 (SUB) Hillside Vista Estates



City Of Sedona Community Development Department

102 Roadrunner Drive Sedona, AZ 86336
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Article 7 of the Sedona Land Development Code contains principles and standards applicable to the subdivision of properties. This Article sets the minimum criteria for review and approval of all new subdivisions by the City's Community Development Department, Planning & Zoning Commission, and City Council. Applicants of proposed subdivisions must demonstrate compliance with these standards.

Review Date: November 20, 2018

Reviewer: Cari Meyer, Senior Planner

Color Coding	Full Compliance	Partial Compliance	Non-Compliance	Not Applicable
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706 Subdivision design principles and standards	
706.02	<p>Reservation of Land for Public Use</p> <p><i>Evaluation:</i> No areas of the subdivision are proposed to be reserved for public use. There are no adopted plans that recommend the reservation of land within this subdivision.</p> <p>Compliance: <input type="checkbox"/> Yes <input type="checkbox"/> Partial <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable</p>
706.03	<p>Street Location and Arrangement</p> <p><i>Evaluation:</i> The proposed new street will connect to Bristlecone Pines Road at the north and south ends. This street will be dedicated to the City as a public road. The layout of the subdivision does not create any landlocked parcels or prevent access to public land. Though the adjacent Forest Service land is current unavailable for public access, the subdivision has provided public access points should access become available in the future. The subdivision has two access points. The street has been arranged in relation to existing topography and will meet all City requirements retarding slopes and drainage. No boundary (half) streets are proposed.</p> <p>Compliance: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Partial <input type="checkbox"/> No <input type="checkbox"/> Not Applicable</p>
706.04	<p>Street and Driveway Design</p> <p><i>Evaluation:</i> No medians are proposed for the new street. The proposed road has been reviewed by the Public Works Department and meets all City standards as currently shown. A final review will be performed when the applicant applies for a permit for the road.</p> <p>A 50 foot right-of-way width has been provided, which is sufficient for the anticipated volume of traffic through the subdivision.</p> <p>Driveways to individual lots will be reviewed during the single-family home review process.</p> <p>Compliance: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Partial <input type="checkbox"/> No <input type="checkbox"/> Not Applicable</p>
706.05	<p>Street Naming</p> <p><i>Evaluation:</i> The street name will be reviewed by the City Engineer before it becomes official. If the street name of "Hillside Vista Drive" is not acceptable, the applicant will be required to propose a new name.</p> <p>Compliance: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Partial <input type="checkbox"/> No <input type="checkbox"/> Not Applicable</p>
706.06	<p>Easement Planning</p> <p><i>Evaluation:</i> Easements for access, utilities, and drainage are provided where necessary on the Preliminary Plat. An easement through Tract A is provided for public access to the adjoining Forest Service Land should access be available in the future (no access to this land is permitted by the Forest Service at this time).</p>

<p>Compliance: <input checked="" type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>Partial</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Not Applicable</i></p>	
<p>706.07 Lot Planning</p>	
<p><i>Evaluation:</i> (A) Lot width, depth, frontage, and area comply with the requirements of the RS-35 zoning district. The building envelope on each lot will follow the setbacks of the zoning district or be more restrictive due to drainage easements and sensitive areas (knolls, rock outcroppings, etc.).</p> <p>(B) The subdivision does not abut a public an arterial highway; no additional setbacks are required.</p> <p>(C) There are areas within City-designated floodplains and drainage areas within the site. These areas are contained within drainage easements and are excluded from the buildable areas of the lots.</p> <p>(D) None of the lots have a depth-to-width ratio that exceeds 3 to 1.</p> <p>(E) Side lot lines are at substantially right angles to streets and access easements.</p> <p>(F) Legal access is provided to every lot.</p> <p>(G) No lots have frontage on 2 streets.</p> <p>(H) Legal access is provided to every lot.</p> <p>(I) No corner lots are proposed.</p> <p>(J) No lots are divided by a city, county, school district, or other taxing agency boundary.</p> <p>(K) Lot lines are located near the crest lines of the existing ridges. In addition, larger non-buildable areas have been provided on Lots 18, 29, and 30 to further ensure the preservation of ridges/knolls.</p> <p>(L) Building envelopes are located below the top of the ridge and setback from the top of the ridge.</p> <p>(M) The majority of building envelopes are located are located in areas with slopes of less than 30%. Where this was not possible, the amount of the building envelope with a slope of greater than 30% has been minimized to the greatest extent possible through the location of lot lines, building envelopes, and designation of non-buildable areas.</p> <p>(N) The construction envelopes were determined by the setback requirements and the location of natural topographic features.</p>	
<p>Compliance: <input checked="" type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>Partial</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Not Applicable</i></p>	
<p>706.08 Hillside Development Area</p>	
<p><i>Evaluation:</i> The applicant has provided a geotechnical report which has been reviewed by the City's Public Works Department. Further evaluation of the site for these considerations will be done during building permit review for road and infrastructure improvements as well as for each house for which these requirements are applicable.</p>	
<p>Compliance: <input checked="" type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>Partial</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Not Applicable</i></p>	
<p>708 Waivers</p>	
<p>Summary of waivers requested under Section 708</p>	
<p><i>Evaluation:</i> No waivers have been requested.</p>	
<p>Compliance: <input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>Partial</i> <input type="checkbox"/> <i>No</i> <input checked="" type="checkbox"/> <i>Not Applicable</i></p>	
<p>Other Considerations:</p>	



City Of Sedona Community Development Department

102 Roadrunner Drive Sedona, AZ 86336

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PZ18-00003 (SUB) Hillside Vista Estates Preliminary Plat Planning Comments

Reviewer: Cari Meyer, Senior Planner

(928) 203-5049; cmeyer@sedonaaz.gov

1. Project Narrative / Letter of Intent (LOI):

- a) Floodplains: While none of the property is located within a FEMA designated floodplain, there are City designated 100 year floodplains within the property, which are reviewed and treated in the same way as FEMA designated floodplains. Please amend the Letter of Intent (LOI) to reflect the presence of floodplains. The City's Public Works/Engineering Department may require additional information to be provided regarding the floodplains.

2. Preliminary Plat

- a) Please revise the title block to contain the project number (PZ18-00003) and the total acreage for the subdivision.
- b) The plat contains a number of items of information, that, while all necessary, make the plat difficult to read. In order to provide clear direction for future users of the plat, please provide a separate sheet(s) showing only the easements, including, but not limited to, drainage easements, non-vehicular access easement, ingress/egress easements, public utility easements, etc. Please ensure that the existing and proposed contours are not included on these separate sheets and all easements are clearly labeled and dimensioned.
 - i) In order to further clarify areas with multiple easements, such as where drainage easement intersect with road and other easements, please consider further separating the easements on separate sheets or providing inset maps drawn at a larger scale to better demonstrate the intended easements for those areas.
- c) The Conceptual Plat included a common access driveway for lots 6, 7, 27, and 28 that does not appear to be carried forward on the Preliminary Plat. Further, the Preliminary Plat still appears to include the vehicular non-access easements that would require those lots to use the shared driveway. Please explain and ensure the plat represents the intentions of the developer.
- d) Please specify what will be permitted outside of the building envelopes (e.g. driveways, patios, drainage work, pools, etc.). If site improvements will be permitted, the plat should specify that, with the exception of where a driveway crosses a drainage easement, the areas shown on the plat as unbuildable or in an easement shall remain undisturbed. This should be included as a note on the plat.
- e) The Preliminary Plat does not show the southern access point (across from Emerald Court) connecting to the public right-of-way (ROW). Please ensure the plat accurately reflects the ROW in this area and shows the new road connecting to the existing ROW.
- f) The arrows used to call out dimensions and easements appear to extend beyond lines they are pointing to. Please ensure all arrows point at and end at the lines they are referring to.

-
- g) While the Forest Service is not permitting a trail connection from this site at this time, the City requests that an access point be provided in case a connection becomes possible in the future. This may be done through an easement or expanded portion of ROW. In addition, this area should be a minimum of 10 feet wide and large enough to accommodate a trail connection as well as basic trail amenities, such a trail information, a bench, bike racks, and a trash can. The details of this area should be discussed in more depth with City Staff.
 - h) In order to further the City's connectivity goals, rather than providing one 5-foot sidewalk and one 5-foot shoulder through the subdivision, the City requests that a 10-foot multi-use path be provided through the subdivision. Details of this path should be discussed with Public Works Staff.
3. Sign Plans: The LOI indicates that subdivision identification signs will be used. Please designate the location for signage on the plat and provide a master sign plan for the subdivision.
4. The following items were comments or requests for information from Staff and the Planning and Zoning Commission that came up during the Conceptual Review of this plat that have not been addressed:
- a) Please provide an existing tree survey, clearly delineating trees that will be preserved and removed during the construction of the infrastructure for the subdivision. Please also specify If there are any significant trees that will be preserved though modification of building envelopes.
 - b) During the Conceptual Hearing, the applicant indicated that the existing trail through Wash A would remain open and as a potential connection to the forest service land. In order to ensure that this commitment is followed through, a public trail ingress/egress easement should be provided across Tract A.
 - c) Please address the potential of the lift station being able to be used to extend sewer availability to the neighboring subdivisions.
 - d) Please address the potential to include a neighborhood park or open space within the subdivision as a community gathering space.
 - e) Please indicate whether any of the lots will be restricted in height beyond that required by the City Code. If it is the intention of the applicant to restrict building height, that should be included as a note on the plat in order to be enforceable by the City.
 - f) Please describe anticipate measures that will be used to mitigate noise and dust impacts during construction on the surrounding properties.



Public Works Department

102 Roadrunner Drive Sedona, AZ 86336
(928) 204-7111 • Fax: (928) 282-5348;
Ryan Mortillaro, EIT (928) 203-5091

PZ18-00003 (SUB)
Hillside Vista Estates (Preliminary Review)
11/20/18

Engineering Comments

Please address all comments for the Final Plat:

1. The following survey comments are regarding the final plat:
 - a. Identify Point of Beginning.
 - b. Identify Basis of Bearings.
 - c. Identify Found Monuments.
 - d. Identify Measured and Record bearings and distances.
 - e. Label Tract B on the cover sheet.
 - f. Vicinity Map, Include North Arrow.
 - g. Provide Legend with symbol and description (TYP.).
 - h. Consistent Line type for subdivision exterior boundary.
 - i. Note type of Centerline Monuments to be set in Hillside Vista Drive.
 - j. Orient north arrow on all sheets.
 - k. Show all adjoining parcel lines.
 - l. TCE for Lots 2 and 3, Los Lomas, Unit 1.
 - m. Lot 27, Identify TCE and Drainage Easement. (Identify all easements on the plat)
 - n. Show symbol for monuments to be set.
 - o. Please delineate all washes and drainage easements as Class II with the City of Sedona and the HOA as the designees.
 - p. Wash C1 and Wash C2 totals do not agree on the plat. They agree in the drainage report, however.
2. The City is requesting to take over the right-of-way (tract 'B') and associated infrastructure. A PUE will still be required for other agencies.
3. Only two survey markers are necessary. Please provide one at the two ends of the roadway. The survey marker shall be MAG 120 type 'A'.
4. Please provide slope easements along the roadway and at the site entrances. Additionally, it appears there is a 1:1 slope at the site entrance, ensure the geotechnical supports this.
5. It appears the profile and detail call outs on sheet 11 of 17 of the improvement plans is missing.
6. On the topographic map, please label the 2' contours.
7. On the plans, please use only MAG details and specifications. Sheet 11 of 17 of the improvement plans still calls out YAG details.
8. Please provide a break in the 1' VNAE for the trail easement. The trail easement should still exclude motorized vehicles.
9. It appears the design speed is less than standard based on the roadway geometry, therefore speed advisory signage shall be recommended and denoted on the plans.
10. Roadway profile match lines goes past the saw cut.
11. A vertical curve is preferred over the frequent grade breaks shown on the roadway profiles.
12. The site entrances may need a ROW culvert.
13. Section 'O' of the section sheet depicts the trail easement as 12', where the plans show 18'.
14. Please provide a note on the plat stating where driveways cross the multi-use trail, the trail shall be concrete.
15. Make the multi-use trail hatch pattern stand out.
16. Multi-use trail shall be apache pink decomposed granite or approved equal.
17. At the proposed shared driveways and private driveways, the multi-use trail shall be concrete.
18. Please be advised that the retaining walls maximum height shall meet LDC requirements.

19. Below are the comments regarding the Sewer Analysis Report and Plans:
 - a. Some notes referencing another sheet have a “?” instead of a sheet page number.
 - b. It is recommended that the proposed grinder pumps be specified within the CC&R’s.
 - c. Where the sewer line spans the box culvert, ensure the line is encased in D.I.P.
 - d. Please review Wastewater’s comments in regard to the sewer design.
20. Below are the future comments regarding the Drainage Report and are not required to be completed for the final plat:
 - a. Page 3 of the report, item 1 states the 2, 10, and 100-year. Please revise to state the 25-year event as well.
 - b. The HEC-HMS results show an increase in Q for the 2 and 10 year post development flows. All flows shall be equal or less than existing.

Prior to Issuance of Building Permit:

- For projects involving grading of more than 5,000 cubic yards, a haul plan, a dust control plan, a topsoil reutilization plan, a stormwater pollution prevention plan, and a traffic control plan shall be required. Each must be acceptable to and approved by the City Engineer. (LDC 806.2.1)
- Provide Final Grading and Drainage Plans. The Site Plan shall meet the requirements of LDC Section 803.
- Provide the Final Drainage Report.
- Applicant shall follow the City of Sedona Land Development Code in its entirety.
- Applicant shall provide a Storm Water Pollution Prevention Plan. SWPPP measures shall be in place prior to the start of construction (LDC Article 8). Storm water quality measures shall also comply with City of Sedona Code requirements (City Code Chapter 13.5)
- Accessible sidewalks and parking areas will need to meet the current US Dept. of Justice ADA requirements.
- Any new accessible parking/signage shall meet the requirements of City LDC Section 912.09.
- All concrete within the City ROW shall be colored “Sedona Red” (Davis 160 color).



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PZ18-00003 (SUB)
Hillside Vista Estates (Preliminary Review)
11/29/2018

Wastewater Comments

Please address all comments by the next submittal:

1. Offsite Sewer Plans For Hillside Vista Estates:
 - a. Recommend all PE pipe and fittings be joined by thermal heat fusion methods. Heat fusion joining shall be in accordance with ASTM F2620 and PPI Technical Reports (TR-33, and TR-41).
 - b. The main HDPE pressure sewer pipeline should be butt fused. Operator personnel of Butt Fusion Equipment shall be industry certified in the use of the equipment and in making butt fused joints. Tensile testing of butt fused pipe as may be ordered by the City Engineer shall be carried out in accordance with ASTM 638. A bent strap test specimen shall be prepared on the parent pipe in the field prior to butt fusion operations and whenever a failure occurs, fusion procedures and/or machine set-up should be changed. The bent strap test be conducted according to procedures outlined in Chapter 2 of the PPI Handbook of Polyethylene Pipe.
 - c. Mechanical fittings, transitions, adaptors and connections for joining HDPE with other pipe material (i.e., PVC, steel, or other) should be clearly indicated and specified on the plans and details by Manufacturer, Industry Testing Standard (ASTM, AWWA, etc.), Manufacturer Catalog/Part Number, Name, Type, pressure rating, and Material of Fitting, for review and approval. Mechanical fittings shall pass test methods as provided in PPI TN-22.
 - d. Recommend the following text/note be added to the plans: All individuals involved in the joining of PE pipe systems, whether by heat fusion or mechanical methods shall be fully trained and certified in accordance with applicable codes and industry standards and as recommended by the pipe or fitting manufacturer.
 - e. Pipe restraint and anchor methods with details need to be included. HDPE is highly elastic/ductile, and the cumulative Poisson effect can pull connections apart, pull piping out of manholes/boxes or other.
 - f. The engineer should remove any reference to pipe schedule (i.e. "SCH 80"), in notes or call outs when indicating HDPE for the pressure sewer. It has no application for the HDPE material herein. The callout for a dimension ratio of 11 is the appropriate standard to maintain.
 - g. Recommend the pipe be additionally specified as follows:
 - i. IPS (Iron Pipe Size), as most pressure sewer piping is of small diameter the smaller diameter HDPE and fittings on this basis are more common and readily available.
 - ii. HDPE pipe shall be manufactured in conformance with ASTM D3350/ASTM F714 and have a Material Designation Code of PE4710 and Cell Classification of 445574C.
 - iii. Leak testing shall be conducted in accordance with ASTM F2164 and with respect to general procedures, guidance and safety as provided in Chapter 2, Leak Testing of the PPI Handbook of Polyethylene Pipe.
 - iv. Underground installation shall be in accordance with ASTM D2774.
 - h. Pressure sewer crossing of SR 89A should be contained within a sleeve. In addition, valves shall be place on either side of the sleeve in order to isolate the section under 89A.
2. Sewer System Design Report For Hillside Vista Estates
 - a. Homeowners typically find the maintenance and operating costs problematic. If possible each homeowner should be required to maintain a maintenance and service contract for the system.
 - b. Controls on all individual pump systems should include a generator receptacle with auto transfer.

- c. Odor should be anticipated at the connection point of the force main with the existing gravity sewer collection system.
 - d. The designer recognizes that the flow velocity will be at times less than ADEQ's requirement of 3 ft/sec and will require and A312 approval from ADEQ. The line velocity can be expected at times to be even further less than those indicated in the report tabulations, which utilizes a Maximum Simultaneous Pump Operations scenario as a basis for the Max Velocity criteria.
 - e. The operators should provide input on the detail shown in the report for the Comb. ARV valve vault. This valve detail is not generic and man-entry capable. It is supplier specific, maybe utilizing proprietary tools and materials/fittings to access the valve for removal and maintenance or replacement. Aside, I would consider augmenting the discharge port so that discharges are directed downward. Lastly the bottom of the vault has an open base and is considered a discharge from ADEQ, which is typically handled via an A312 during permitting.
3. The force main (to WWTP) is located in the right eastbound lane of 89A. The City is unsure of the depth. **Contractor shall pothole to confirm exact location and depth of the force main prior to boring.** Plans should also clarify whether the new line is being installed under or over the existing utilities and show this on a profile. An ADOT permit will be required.
4. Is the connection point to pressure sewer in 89A or crossing 89A and connecting to the gravity line that leads to El Camino lift station?

RE: City of Sedona Development Application (Hillside Vista Estates)

Nathan Reisner <NReisner@azdot.gov>

Tue 8/14/2018 4:48 PM

To: Cari Meyer <CMeyer@sedonaaz.gov>;

Cc: Karen Osburn <KOsburn@sedonaaz.gov>; Warren Campbell <WCampbell@sedonaaz.gov>; Vernon Dumbeck <VDUMBECK@azdot.gov>;

The developer will need to apply for an encroachment permit from ADOT. I recommend they come to ADOT sooner rather than later. We will need to review and approve the TIA, proposed improvements to SR 89A and access locations.

Nate Reisner, P.E.
Northcentral District Development Engineer
1801 S. Milton Road, Flagstaff AZ, 86001
928-779-7545



From: Cari Meyer [mailto:CMeyer@sedonaaz.gov]
Sent: Tuesday, August 7, 2018 11:41 AM
Cc: Karen Osburn; Warren Campbell
Subject: City of Sedona Development Application (Hillside Vista Estates)

***I use the same distribution list for all new development projects. If the project(s) on this list are not in your county or area of service, do not feel obligated to respond, but feel free to contact me with any questions you have or clarifications you may need.*

Hello,

The City of Sedona Community Development Department has received the following development application and is requesting your review. As a comprehensive review, your review should focus on the completeness and accuracy of the information and whether the project as proposed complies with the requirements of your organization.

1. **PZ18-00003 (SUB) Hillside Vista Estates (APN 408-11-178D).** The property is in *Yavapai County*. The applicant is requesting Preliminary Plat approval to allow for a 30 unit single family home subdivision at 125 Bristlecone Pines Road. The property is approximately 32.13 acres and is zoned single-family residential (RS-35).

Please review the materials at the following link: www.sedonaaz.gov/projects.

A review agency meeting will be held for this project on Wednesday, August 22, 2018 at 9:00 am in the Schnebly Conference Room in the Community Development Department Office at City Hall.

Comments are due by Wednesday, August 29, 2018.

If you are not the correct person in your agency to review these types of projects, please let me know so that I can update my mailing list. Thank you for your time and please let me know if you have any questions.

Cari Meyer, Senior Planner

City of Sedona Community Development

(928) 203-5049

Links:

[City of Sedona Website](#)

[Community Development Department Webpage](#)

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Sedona City Hall is open for business Monday through Thursday from 7 a.m. to 6 p.m. and closed on Fridays. The Wastewater system maintenance remain on a Monday through Friday, 8 a.m. to 5 p.m. schedule. Police and maintenance services are not impacted.

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RE: City of Sedona Development Application (Hillside Vista Estates)

IFreeman@uesaz.com

Tue 8/7/2018 12:26 PM

To: Cari Meyer <CMeyer@sedonaaz.gov>;

Hi Cari

UniSource has no conflicts with this project.

Thank You for sending me the Info.

Irene

From: Cari Meyer <CMeyer@sedonaaz.gov>

Sent: Tuesday, August 07, 2018 11:41 AM

Cc: Karen Osburn <KOsburn@sedonaaz.gov>; Warren Campbell <WCampbell@sedonaaz.gov>

Subject: [EXTERNAL E-Mail] City of Sedona Development Application (Hillside Vista Estates)

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Hello,

The City of Sedona Community Development Department has received the following development application and is requesting your review. As a comprehensive review, your review should focus on the completeness and accuracy of the information and whether the project as proposed complies with the requirements of your organization.

1. **PZ18-00003 (SUB) Hillside Vista Estates (APN 408-11-178D).** The property is in *Yavapai County*. The applicant is requesting Preliminary Plat approval to allow for a 30 unit single family home subdivision at 125 Bristlecone Pines Road. The property is approximately 32.13 acres and is zoned single-family residential (RS-35).

Please review the materials at the following link: www.sedonaaz.gov/projects.

A review agency meeting will be held for this project on Wednesday, August 22, 2018 at 9:00 am in the Schnebly Conference Room in the Community Development Department Office at City Hall.

Comments are due by Wednesday, August 29, 2018.

If you are not the correct person in your agency to review these types of projects, please let me know so that I can update my mailing list. Thank you for your time and please let me know if you have any questions.

Cari Meyer, Senior Planner

City of Sedona Community Development
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City Of Sedona Community Development Department

102 Roadrunner Drive Sedona, AZ 86336

(928) 282-1154 • www.sedonaaz.gov/cd

PZ18-00003 (SUB) Hillside Vista Estates Preliminary Plat Planning Comments

Reviewer: Cari Meyer, Senior Planner

(928) 203-5049; cmeyer@sedonaaz.gov

1. Preliminary Plat

- a) Please specify what will be permitted outside of the building envelopes (e.g. driveways, patios, drainage work, pools, etc.). If site improvements will be permitted, the plat should specify that, with the exception of where a driveway crosses a drainage easement, the areas shown on the plat as unbuildable or in an easement shall remain undisturbed. This should be included as a note on the plat.

i) No response to this comment was provided. The applicant's response states that information is needed from the client.

- b) While the Forest Service is not permitting a trail connection from this site at this time, the City requests that an access point be provided in case a connection becomes possible in the future. This may be done through an easement or expanded portion of ROW. In addition, this area should be a minimum of 10 feet wide and large enough to accommodate a trail connection as well as basic trail amenities, such a trail information, a bench, bike racks, and a trash can. The details of this area should be discussed in more depth with City Staff.

i) A trail easement was provided adjacent to Tract A through Lot 15. Staff recommends that this trail easement be moved to Tract A.

2. The following items were comments or requests for information from Staff and the Planning and Zoning Commission that came up during the Conceptual Review of this plat that have not been addressed:

- a) Please provide an existing tree survey, clearly delineating trees that will be preserved and removed during the construction of the infrastructure for the subdivision. Please also specify If there are any significant trees that will be preserved though modification of building envelopes.

i) This item has not been provided.

- b) Please describe anticipate measures that will be used to mitigate noise and dust impacts during construction on the surrounding properties.

i) Details have not been provided. The applicant's response states that standard practices will be followed. However, to satisfy the Commission's question, the applicant should provide details regarding what standard practices are.

3. In addition to the above, the following are potential conditions of approval for the preliminary plat:

- a) Trail easements shall be dedicated to the City as public easements, not for the sole benefit of residents of the subdivision.



City of Sedona

Public Works Department

102 Roadrunner Drive Sedona, AZ 86336
(928) 204-7111 • Fax: (928) 282-5348;
Ryan Mortillaro, EIT (928) 203-5091

PZ18-00003 (SUB)
Hillside Vista Estates (Preliminary Review)
11/1/2018

Engineering Comments

Please address all comments by the next submittal:

1. Please revise the Letter of Intent (LOI) to acknowledge the City of Sedona 100-year floodplain.
2. Please define class of drainage easements and clarify who the responsible party for maintenance is (Such as the HOA).
3. On the topographic map, please label the 2' contours.
4. On the local residential street detail, it appears the 5' shoulder is larger than 5', if it is larger please note it as such. Additionally, what is the 1' dimension?
5. On the plans, please use only MAG details and specifications, as opposed to YAG or other city details.
6. The City is requesting that the provided trail, be graded and constructed within the proposed easement.
7. The City is requesting that the provided trail easement and the multi-use trail be granted to the City.
8. Clarify on the surface note for the multi-use trail that the decomposed granite is to be stabilized.
9. Adjust the graded slope to match the surface elevation of the multi-use trail.
10. Please provide a break in the 1' VNAE for the trail easement.
11. On the roadway plans, please notate the roadway radii for the private road.
12. Please provide roadway super elevations and speed limits. Per AASHTO, it appears many of the radii of the roadways in the subdivision are too small. The roadway may need advisory curve speed limitations.
13. Provide Engineers' calculations and estimated values for the 25-year tributary storm along the boundary of the plat for all points of drainage entering and leaving the property.
14. Below are the comments regarding the Sewer Analysis Report and Plans:
 - a. Sewer line profiles are missing on the plan set.
 - b. Notes are missing and some sheets have overlapping notes on the sewer plan set.
 - c. Provide average daily flow, peak dry weather flow, and peak wet weather flow.
15. Below are the comments regarding the Preliminary Drainage Report:
 - a. A text section of the report shall be included. Such as introduction, area of analysis, basins, conclusions, etc.
 - b. A direct comparison between the total existing flow vs the total post development flow.
 - c. Stormwater storage is required per LDC 805.6 as the site is greater than 1 acre of development.
 - d. Analyze the crossing criteria for the 25-year and 100-year floodplain and how much the road will overtop if any.
 - e. Analyze the backwater to determine if the adjacent neighbors are affected by the culvert in the 100-year floodplain.
 - f. The drainage report references La Paz County and ADOT. The study shall conform to the Yavapai County Drainage Criteria Manual per LDC 805.06.
 - g. Provide a plan with the drainage report depicting all the drainage basins.

Prior to Issuance of Building Permit:

- For projects involving grading of more than 5,000 cubic yards, a haul plan, a dust control plan, a topsoil reutilization plan, a stormwater pollution prevention plan, and a traffic control plan shall be required. Each must be acceptable to and approved by the City Engineer. (LDC 806.2.I)
- Provide Final Grading and Drainage Plans. The Site Plan shall meet the requirements of LDC Section 803.

- Provide the Final Drainage Report.
- Applicant shall follow the City of Sedona Land Development Code in its entirety.
- Applicant shall provide a Storm Water Pollution Prevention Plan. SWPPP measures shall be in place prior to the start of construction (LDC Article 8). Storm water quality measures shall also comply with City of Sedona Code requirements (City Code Chapter 13.5)
- Accessible sidewalks and parking areas will need to meet the current US Dept. of Justice ADA requirements.
- Any new accessible parking/signage shall meet the requirements of City LDC Section 912.09.
- All concrete within the City ROW shall be colored "Sedona Red" (Davis 160 color).

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Summary Minutes
City of Sedona
Planning & Zoning Commission Meeting
City Council Chambers, 102 Roadrunner Drive, Sedona, AZ
Tuesday, December 4, 2018 - 5:30 p.m.

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

Acting Chair Brandt 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: Acting Chair Eric Brandt and Commissioners Randy Barcus, George Braam, Charlotte Hosseini, Kathy Kinsella and Larry Klein. Vice Chair Levin was excused.

Staff Present: Warren Campbell, James Crowley, Andy Dickey, Matt Kessler, Cari Meyer, Karen Osburn, Ryan Mortillaro, Robert Pickels Jr. and Donna Puckett.

Councilor(s) Present: Mayor Sandy Moriarty and Councilor Scott Jablow

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

Karen Osburn indicated that one request from the Commission was to have follow-up, on the items you recommend approval or denial on to Council, as to what happens to those once they leave your consideration, so she has two recent updates. One is on the Residence Inn project, which left the Commission's desk many months ago. We had a couple of work sessions with City Council, and the project morphed a little since you saw it last. They ultimately ended up with a unanimous approval, not for the 85 units and the five affordable housing units, but for 90 hotel units and a \$824,000 contribution to the Housing Fund. The other thing that left the Commission in June or July was the Land Development Code and, on November 14th, the City Council also approved the Land Development Code, and it will go into effect on December 14th, 30 days after Council action with the exception of bees and chickens, which will be the end of March, so it gives a little time to develop a process for permitting, etc.

3. RECOGNITION OF FORMER COMMISSION MEMBERS

Acting Chair Brandt stated that next is a recognition of former Commission Members. We've recently had two retirees, and he has a statement from Chair Kathy Levin who has put together a brief message, and then we will have some cake.

Acting Chair Brandt then read the statement from Kathy Levin regarding Marty Losoff as follows: "I have had the pleasure of working with Marty Losoff for over a dozen years. He cares about Sedona and brought prior management experience to effectively lead the Commission.

I first started working with him closely when he was a member of the Citizens Steering Committee for the Community Plan. Marty was involved in that three-year effort while he simultaneously served as Chair of the Planning and Zoning Commission. When the Plan was ready for formal review, he helped shepherd it through the Commission and on to the City Council. On the heels of this major work, Marty then oversaw the Commission's review of a re-write of the Land Development Code, a new Sign Code, a Historic Preservation Code, a Wireless Plan and his favorite Land Development Code work—the "birds and the bees" (also known as the Chicken Ordinance). Secretly, I knew that he did not fully appreciate the nationwide move towards "urban agriculture".

In all of these efforts, Marty was professional, courteous, a consensus builder, and respectful of city

staff, applicants and the public. He is one of Sedona's best examples of selfless volunteerism in the pursuit of public service."

Acting Chair Brandt indicated that Kathy also had kind words for Gerhard Mayer and read her statement about him as follows: "My fondest memories of Gerhard Mayer come not from his long service on the Planning and Zoning Commission, which is noteworthy, but from his contribution to the update of the Sedona Community Plan. We had developed three enormously large full-color banners to illustrate three possible "visions" for Sedona's 2020 and Beyond. In his capable hands, he constructed the support system for them to be safely displayed in meetings all around town and in the courtyard at City Hall, taking responsibility to move and install them each time. This literal hands-on approach was indispensable to the success of the Plan's ultimate adoption.

As a member of the Planning and Zoning Commission, Gerhard has shown a sensitivity to projects that carry potential impacts on existing neighborhoods. He recognized that his position allowed him to give voice to those who might not speak up on their own behalf. He has also been a champion of renewable energy by drawing upon his extensive knowledge of European systems and potential local applications.

Finally, on a personal note, he brought me a bottle of good French white wine to celebrate when I retired from the City of Sedona" (staff position that is). "Gerhard will be remembered by all of us for his kind heartedness as well.

Acting Chair Brandt then thanked both former Commissioners, recessed the meeting at 5:38 p.m. and reconvened the meeting at 5:50 p.m.

4. INTRODUCTION OF NEW COMMISSION MEMBERS

Acting Chair Brandt introduced new Commissioners Charlotte Hosseini and Randy Barcus and welcomed them to the Commission. Both new Commissioners indicated they would give their personal introductions at a work session.

5. ELECTION OF CHAIR AND VICE CHAIR

Acting Chair Brandt indicated that we actually have a Chair, Kathy Levin; however, Karen Osburn clarified that Kathy Levin is Vice Chair, which means that when the Chair isn't here, she defaults, but this is an opportunity to elect both a Chair and a Vice Chair. Acting Chair Brandt noted that in his mind, it had already happened.

Acting Chair Brandt asked for nominations for Chairperson.

MOTION: Commissioner Klein moved to nominate Kathy for Chair. Commissioner Barcus seconded the motion.

Karen Osburn asked if that was Kathy Levin or Kathy Kinsella. Acting Chair Brandt confirmed that we have a nomination for Kathy Levin for Chair and asked if there were any other nominations. No additional nominations were presented.

VOTE: Motion carried six (6) for and zero (0) opposed. Chair Levin was excused.

Acting Chair Brandt then asked for nominations for Vice Chair.

MOTION: Commissioner Klein moved to nominate Eric Brandt for Vice Chair and Commissioner Kinsella seconded the motion.

Acting Chair Brandt indicated that he was actually going to pass on the nomination, but thanked them.

MOTION: Commissioner Kinsella moved to nominate Randy Barcus, and Commissioner Braam seconded the motion. VOTE: Motion carried six (6) for and zero (0) opposed. Chair Levin was excused.

Acting Chair Brandt indicated that he understood by state law and passed the gavel to newly-appointed Vice Chair Barcus; however, Vice Chair Barcus commented it's not state law -- an ordinance that the gavel gets passed. Vice Chair Barcus chaired the remainder of the meeting.

**6. APPROVAL OF THE FOLLOWING MINUTES:
a. October 16, 2018 (R)**

Vice Chair Barcus noted that this item is for approval of the minutes of October 16, 2018 and asked for a motion to approve.

MOTION: Commissioner Kinsella moved to approve. Commissioner Braam seconded the motion. VOTE: Motion carried six (6) for and zero (0) opposed. Chair Levin was excused.

7. 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.)

Vice Chair Barcus opened the public forum and having no requests to speak, closed the public forum.

**8. CONSIDERATION OF THE FOLLOWING ITEM THROUGH PUBLIC HEARING PROCEDURES:
a. Discussion/possible action regarding a request for Preliminary Plat approval for a proposed 30-unit subdivision at 125 Bristlecone Pines Road (Hillside Vista Estates). The property is zoned single family residential (RS-35) and is located west of Bristlecone Pines Road, north of Navoti Drive, and south of Bob White Circle. APN: 408-11-178D. Applicant: Hoskin Ryan Consultants (Scott Lorentzen) Case Number: PZ18-00003 (SUB)**

Presentation: Cari Meyer stated that this application is for a Preliminary Plat for Hillside Vista Estates and explained that the platting process is a five-stage process that begins with a pre-application conference between staff and the applicant, which was done in February of this year. After that, the applicant submits for Conceptual Review, which concludes with the Commission's public hearing on the Conceptual Plat and that happened in June. We are now in the Preliminary Plat stage of this process, and in this stage, the Commission gives a recommendation, and City Council will take final action on the Preliminary Plat. After the Preliminary Plat is approved, the next stage would be a revised Preliminary Plat where the applicant makes any required changes and staff reviews those changes to ensure they comply with the conditions before moving into the Final Plat stage that City Council takes final action on. This will be the last time the Commission sees this plat.

Cari stated that the Preliminary Plat facilitates the detailed planning submittal, review and approval of the Preliminary Plat and allows for comments by the Commission and public to be considered prior to the finalization of the Plat. The Commission will make a recommendation to the City Council on the proposed Preliminary Plat.

Cari referenced a Vicinity Map and pointed out the subject property and the surrounding area. She then explained that there was an application for a subdivision submitted in 2006 for this lot, and it went through the Conceptual Preliminary Plat stage, received Preliminary Plat approval by the City Council, but there was never a Final Plat approved, so the Preliminary Plat expired in May of 2010. You have 36 months from approval of the Preliminary Plat to have the Final Plat approved and that did not happen, so this application starts over from the beginning.

Cari indicated that the application is for a 30-unit single-family home subdivision and the lot as a whole is just under 32 acres, so the density of the project is just under one unit per acre. The Community Plan for this property is Single-Family Low Density, and the Single-Family Residential zoning that requires a minimum of 35,000 sq. ft. per lot and has maximum lot dimensions with a maximum density of one unit per acre, so it is at .93 units per acre, and this project is under that. We are not reviewing the homes that go on these lots. We are reviewing the lot layout; the road and the building envelopes, but the homes will be reviewed through the single-family review process, which is an administrative process that we do through staff.

Cari explained because of the timing of this, as Karen mentioned, the Land Development Code was passed and goes into effect on December 14th, so assuming that they are not submitting any single-family home permits before then, these homes will be reviewed under the new Land Development Code, although the Plat is being reviewed under the old Land Development Code because of the timing of the submittal.

Cari referenced the cover page of the Preliminary Plat and pointed out the lot layout, Bristlecone Pines Road and two existing stub outs of right-of-way that the lot connects to, so the road will go through that, connecting at each end, with lots generally on either side the road. On a Context Map, she again pointed out the roadway with the layout of adjacent neighborhoods.

Cari stated that this Subdivision has two access points, and there is a proposed 50-foot right-of-way. The lot sizes on the Plat range from 34,850 sq. ft. to over 76,000 sq. ft. The minimum lot size is 35,000 sq. ft., so Lot 7 is a little short and one of the Conditions of Approval is that they will need to adjust Lot 7 and the lots around it to ensure every lot has 35,000 sq. ft. The lots around it have sufficient square footage that could be moved, and the applicant has already determined how they will do that. With the revised Preliminary Plat, they would submit something, and staff would review it to ensure the 35,000 sq. ft. minimum is met.

Cari indicated that the building envelopes shown meet or exceed setback requirements. In some areas of the Plat, because of drainage, slopes, knolls, or other significant natural features, they have restricted the building envelopes further than the setbacks would require and designated areas as non-buildable to protect the drainage areas and those natural features. They are also using some non-vehicular, non-access easements along portions of the road with steeper slopes, and that prevents driveways from being built in those locations which further protects some of the slopes and puts driveways on areas that have a smoother transition to the lots.

Cari explained that when they went through the process in 2006, they went through a lot of community outreach and made some adjustments to the plat that were carried forward onto this Plat, so she wanted to point out some of those as follows:

- Some of the non-buildable areas carried over from the 2006 approval. The original plat that they were considering in 2006 had 32 lots, and they agreed to reduce it to 30 to make it fit with the contours of the land better.
- The reduction in the building areas.
- The reduction in the number of driveways crossing the southern wash. On the Plat, a number of those lots on the very south have shared driveways, so there is only one driveway crossing the wash, and in some places, they have two.
- They did some redesign of some of the lots, particularly Lots 29 and 30 to prevent building on a prominent knoll. They did that by moving the property line, so it goes right through the knoll, so setbacks will get buildings off of it, and one of the lots has a little bigger non-buildable area.

Cari summarized that this Plat was reviewed for compliance with all of the city's Subdivision requirements, including access, traffic, grading and drainage, and wastewater. There are findings in the Code that are required for subdivisions and also subdivision requirements that we reviewed and included in the Subdivision Checklist, and single-family review is not reviewed as part of the platting process, but once the permits come in, they will be reviewed for compliance with all applicable codes.

Cari stated that we received comments from a number of agencies, and with the exception of the Public Works comments, those have all generally been addressed. Public Works' comments are generally about how the drainage will be constructed in the road, so you see a number of comments that will be reviewed during the future stages. The applicant is aware of those and has not raised any objections, but they are generally construction requirements.

Cari indicated that the applicant held an open house and held follow-up meetings with individual property owners. Their Citizen Participation Report was included in the packet, and staff did our typical noticing for projects and has not received any comments, but the applicant did talk with a number of neighbors and took their comments into consideration when designing the Plat.

Cari pointed out that prior to the meeting, there were some amended Conditions of Approval, so there is a new Condition 7A. One of the recommendations from the traffic study prepared by the applicant regarded some changes to the intersection of Bristlecone Pines Road and SR 89A. There is a recommendation for a change in that intersection that did not make it into the original Conditions of Approval, so that is what the extra Condition is to ensure those recommendations in the traffic study are realized in the construction.

Cari again stated that the Commission is to make a recommendation to Council on the proposed Preliminary Plat, and staff is recommending approval with the recommended Conditions of Approval as amended.

Commission's Questions:

Commissioner Kinsella thanked the applicant and staff and indicated that the Commission looked at this in June and a lot of the details have been filled in. She brought up one question in June and still would like to have some more clarification. A road was to be dedicated to the city and become a public road, but she is curious why Public Works and Community Development think that it is a benefit to the city, since the road is a jug-handle configuration and doesn't provide any connectivity to other neighborhoods, other than Bristlecone which does that on its own. She can't see a public benefit to the road, so she wonders why it would be a public road, instead of a private road to be maintained at the expense of the development. Andy Dickey stated that one benefit that we see for the city is the trail access and what the developer has proposed onsite within this Subdivision for a shared-use path. Having that available to the public and having full access for our wastewater facilities there, and that public access to that shared-use path is the benefit we see. The addition of this one-quarter mile of paved surface to our inventory is a small increase to what we currently have and maintain. Also, the fact that the developer is bringing us in at city standard is another reason we would consider.

Commissioner Kinsella referenced a 5 ft. tall tan-fabric fence along part of the project and asked if that is to address noise and dust. She just wants clarification, because there is probably something more at the building permit, but she doesn't know what it is. It is referenced in several locations, and part of the question is it says it is along a single property, and then at another point, it says it is along a longer section. Andy Dickey noted that it is on the Plat cover page, and he reads it to be construction fencing, which is intended to reduce dust and noise during construction. Cari added that was one of the questions that came up during the Conceptual Review as to how dust and noise would be controlled during construction, so she is assuming that is why they are clarifying it. It is not typical for that to be on the Plat, but that was a question, so they are addressing it. Typically, we would review for those types of things during construction. Commissioner Kinsella then asked if it is sufficient to address noise and dust.

Applicant's Representative Mark Weinberg with Dimond Ventures explained that when they met with the neighbors and walked their homes, the gentleman on the corner at the south end asked if they would install a fencing for dust control during construction, and they agreed to do that and memorialize it in a note, and it sounds like that note may have made it onto the Plat, but it is only on the north end from Bristlecone Pines Road into the Subdivision a couple hundred feet, and they agreed to put in a tan fence five or six feet tall that they would maintain during construction. Commissioner Kinsella then asked if it is a solid fabric, and Mr. Weinberg stated correct.

Commissioner Braam referenced the Conditions of Approval regarding the left-turn lane that will be added and indicated concerns for that location with not so much the Subdivision, but for incremental increases in traffic in the future. He then asked if there is any thought of doing a traffic study that goes beyond this Subdivision. Andy Dickey explained that we have the Traffic Master Plan that looked at this area. Recently, we have been looking at traffic signal warrant analysis at Foothills South as well. We are looking at different studies in this area, but this particular situation with this development doesn't warrant a traffic signal, and that analysis was covered by their consultant as well. It is something that we will continue to monitor, because of all the development in process and considered in the future. It does seem that this intersection is a little close to Cultural Park Place and Upper Red Rock Loop Road, and it seems that it is likely that a signal will be warranted at Foothills South sometime in the future, although it is not now, but that is a more likely place for a traffic signal, and if that signal is installed, he doesn't know that you would end up seeing one here. There may be other improvements that would need to be considered rather than a signal, but we will continue to monitor this intersection for needs for improvements.

Commissioner Braam asked if something was done at Foothills South, there might be a rerouting of traffic or some consideration, and Andy indicated that is right and with that signal analysis, you are always expected to look at other improvements before going to the extent of a traffic signal installation, so yes, if we continue to see increased traffic, increased conflicts, accidents, etc., we would see what improvements might need to be made, and as one option, looking to direct people to a traffic signal.

Commissioner Braam indicated that he assumes that the sanitary sewer will be under the ownership of the City of Sedona, and Andy stated that within the street and right-of-way that portion of the facility will be owned by the City. Once it leaves the right-of-way and goes to the private residence, that service line would be owned by the resident and anything from that point to the house would be private land. The Commissioner stated that noting the drainage in the Subdivision, there is a 50-foot right-of-way throughout the Subdivision, and he knows a lot of locations where the drainage in crossing culverts extend beyond the 50-foot, and he then asked if those are all going to be covered through drainage easements, and Andy Dickey stated correct.

Commissioner Braam then noted that some of the velocities for the sanitary sewer are a little bit below the recommendations from the state and asked if there is any impact to the city on that. Andy Dickey stated that we had feedback for them on their wastewater design, so that may actually be part of what we are looking at. We had a lot of comments on that, so for a final design on the wastewater, we still have a ways to go, but in concept, we don't have any fatal-flaw concerns on their proposed system.

Commissioner Brandt indicated that there is a handful of common driveways and asked if those are to be built the same time as the roads. Cari Meyer stated that her understanding is typically common driveways would be built by the first of two that build the houses. The Commissioner stated that is not what he has seen in past subdivisions like Casa Contenta and Thunder Mountain.

Dave Grounds owner of Dorn Homes explained that traditionally in a community like this where they have an area minimized for disturbance and construction, they don't build that driveway to that minimal disturbance area until the homesite is sold, so when someone purchases the home, they know which home they are picking and which side the garage will be on, and they are not carving into that hillside to leave it natural as long as possible. A few reasons for that are that somebody may purchase one of those lots and not build for quite a while, and they would rather leave it natural as long as possible in that case and not disturb it, but they are open-minded if there are some important reasons why you want to see some of them built when they build the roads. They are open-minded to that. Commissioner Brandt stated no, that answers his question. He was under the impression that these were custom lots, not a tract development, but if you are going to control the construction that is fine.

Commissioner Brandt stated that similarly, Bristlecone Pines Road is a right-of-way and the intersections at the two ends of the new road have a small gap between what is shown as the improvement and the Bristlecone Pines pavement, so would that be built by the developer? It is like 20 ft. of pavement and perhaps continuing edging material for curb and gutter. He suggested looking at the plat that has the existing houses and the existing Bristlecone Pines Road; the pavement runs straight, and the right-of-way actually turns in, as you can see on the other plats. Commissioner Kinsella asked what page he was on and Commissioner Brandt stated that page 52 of 82 shows about 20 ft length of pavement on the two ends, so he is just curious as to if that would be something the developer continues to bring it to the existing pavement. Andy Dickey stated that on the Preliminary Plat, it shows the improvements extending all the way to the existing edge of pavement along with a saw cut to match, because typically, you will cut in a little bit and let that transition be reconstructed. He now sees what you were looking at, and he is not sure why that particular map is showing it ending like that; he doesn't think that is the intent. Cari Meyer explained that one of the early comments from the Engineering Department was exactly that the pavement didn't go forward, and this map is a topographic map that was provided as more background information. The Preliminary Plat and the construction plans show it correctly. It was just not corrected on that page.

Commissioner Brandt then asked for some light to be shed on the 10 ft. multi-use path and if that was instead of a sidewalk. Andy Dickey stated yes, it is and the idea within the city is that we are trying to promote a more walkable community as well as multi-modal travel, so whether it be just for this Subdivision or beyond, that is a strategy and priority the city is looking to in the future, so we have some of these paths. He then asked Commissioner Brandt if he is asking what the path is or what the need is. Commissioner Brandt asked if there is an example in the city, and Andy stated that we just recently constructed a short segment at Ranger Station Park, and some great examples of these type of facilities are in Flagstaff and many cities in the Phoenix area, such as Scottsdale. It is something that is pretty common and popular in many other cities, and something that we are looking to install and promote within the City of Sedona. One of the reasons is for multi-modal walkability, bikeability, etc. The idea is getting this traffic out off the roadway and creating a comfortable, good experience for the walking person or the bicyclists. Commissioner Brandt asked if it would be like the path along Soldiers Pass, and Andy Dickey stated no, what we are looking at is if you take decomposed granite, and actually a great example locally is at the wetlands. If you look at the pond closest to the parking lot, it has a decomposed granite stabilized path that runs around that pond. It is stabilized, because it creates a solid surface, but it is more natural looking, so that allows you to meet the regulations for ADA, but by creating a wider path, it is typically a 10 ft. wide path, you are able to get multi-modal bi-directional traffic on that facility and off of the roadway.

Commissioner Brandt then asked if there is a plan for that or if it is something that gets fit in here. Andy Dickey stated that on sheet three of the Preliminary Plat in the far-left section detail, it shows a cross-section including this trail. For examples outside of the city, Flagstaff has the Flagstaff Urban Trail System, and they have a lot of these types of trails. Commissioner Brandt then asked what page Andy is looking at and Cari Meyer said page 64. Commissioner Brandt indicated he was seeing some that were five feet, and Cari explained that some of the earlier sheets were part of the applicant's Citizen Participation Report and what they mailed to the neighbors, but those were earlier versions. The version of the Plat that we are considering tonight starts on page 62 of their packet.

Commissioner Klein referenced staff's comments that say the current southbound left movement at Bristlecone Pines and SR 89A currently operates at an inadequate level of service and will continue to do so with traffic from this Subdivision. He then asked if the developer is required to put in this designated left-turn lane, will the intersection to turn left still operate at an inadequate level of service or will the left-turn lane correct that problem. Andy Dickey explained that what you gain by placing the dedicated left-turn lane is you allow the right-turn traffic to not be stuck in the middle of the left-turn traffic. As far as the delay and level of service for that left-turning movement, it will remain still at a low level of service. What you gain is the right-turning traffic improves to a much better level of service. The Commissioner then asked if the left will still be rated inadequate, and Andy stated that is correct.

Commissioner Klein asked if you put in a traffic signal at Foothills South and traffic going to Cottonwood backs up from that traffic signal, would it backup far enough to block people making a left turn onto SR 89A from Bristlecone Pines. Andy explained that there are a lot of variables in what you are asking. It is a long distance, but we have all seen backups in West Sedona between Coffee Pot and Rodeo and areas like that where you get a backup that extends from one intersection to another, so he can't say it will never happen; it is possible, but that is part of what we look at in Traffic Management with ADOT. ADOT is currently working on trying to improve and implement a program where they coordinate their signals and improvement efficiency between them, and that is how you overcome those queueing issues. The Commissioner asked if there is anyway to get traffic out of the Bristlecone Pines Subdivision other than on Bristlecone Pines Road, and Andy explained it is currently connected to three other intersections besides Bristlecone Pines, so a traveler has several options for entering and exiting the highway.

Vice Chair Barcus opened the public comment period at this time.

Public Comments:

Keith Oswald, Sedona, AZ: Mr. Oswald indicated that he noticed on a vacant lot next to 155 that there was a survey stake in the middle of that lot that looks like the staked used on your properties. He then asked them to tell us about that; what would have been the purpose to put that stake there?

Vice Chair Barcus explained that we are not allowed to take questions and respond. Those are the rules of the public comment, so you can make comments, but we can't answer questions.

Mr. Oswald stated alright, we'll find out later.

Robert Pickels Jr. explained if the information being asked if relevant for the Commission's purposes and you deem that you want to have that question answered, you can ask that of the relevant staff or applicant.

Barbara Vincent, Sedona, AZ: Ms. Vincent stated that she lives on Bristlecone Drive and she was the first house in the Subdivision, and now she is curious as to why it isn't possible to have a road from Navoti where you are going in on Bristlecone over to Cultural Park Road. Has that been considered at all?

Vice Chair Barcus once again explained that the Commission can't take questions in public comment, but we will try to get that clarified when the Commissioners discuss this and ask staff additional questions.

Ms. Vincent then indicated that if you have been there and parked and watched traffic for a while from Bristlecone Drive, you would be surprised at how long you have to wait to get out onto the highway at times. She would suggest that you do that.

Steve Hoyt, Sedona, AZ: Mr. Hoyt stated that he lives on Bobwhite Circle and his property is adjacent to this planned development. On the northwest corner, it abuts up to it, but he is not sure of the lot number. The last meeting in June, they talked about the trail. It comes off of this north access road. You can drive straight west and probably access the trail discussed by Kathy; he thinks she was talking about the public or private road issue, and in the last June meeting, it seemed as though there were questions and objections by the property owners as to using that trailhead. It is not really an official trailhead for public access. For purposes of what -- it is not an approved trail, because it is already designated for some other grassland use for grazing, so that issue has not been resolved to his understanding. Public access would bring a lot of traffic from the rest of the community and outside the community. December 1st, he and his three neighbors on Bobwhite Circle all heard what they think were gunshots, just off of that trail west of it, five times. They called the police and they found no resolution, but that is an issue for the neighbors there already just in the last few days. He called the police back; if there was a resolution, they could nothing. They came out and patrolled the area and looked, but found nothing, but we heard what appeared to be gunshots from a high-caliber

weapon five times. He knows his neighbor went out on his back porch. It alerted all of us. We could hear it loudly, and it is very, very dark out there, and he doesn't see any use of lighting at night for that trailhead. Those are his comments.

Gary Gallerstein, Sedona, AZ: Mr. Gallerstein indicated that he lives on Bristlecone Pines Road, and he hasn't heard that a roundabout has been discussed at Bristlecone Pines Road, but it sounds like we're likely, sometime in the future, going to have a stoplight at the hospital, and we already have a stoplight at Cultural Park, so he would just ask that maybe a roundabout be considered, because traffic is speeding up right there and that would move things along well. Secondly, he would just like to thank the builders for being so responsive to the neighbors in terms of trying to accommodate their wishes and desires. They have been really nice to work with.

Having no more requests to speak, Vice Chair Barcus closed the public comment period.

Commission's Questions and Comments:

Commissioner Kinsella asked about other road connectivity such as through to Cultural Park Place, and Cari Meyer showed a map of the location of the subject property, private residences, forest land and the Sedona Summit to the south. She explained that the two connections it has to public right-of-way are along Bristlecone Pines Road going out to the Cultural Park. She is not sure where the member of the public was speaking of, but a direct connection would have to go through forest land, which will likely not happen. There is access along Navoti Drive, so people coming out of here can go along Navoti Drive and access the light, but as for a new road that would go through the Forest Service land to the Cultural Park, she doesn't see that as an option. Additionally, she also wanted to address the comment regarding the public access. We have talked to the Forest Service and currently that land is not available for public access, and we have acknowledged that; however, in looking at things we have done in the past as far as connectivity, we've lost opportunities to get connectivity where these kinds of situations have changed and then said that we wished we could have gone back and gotten that path, so we do acknowledge that the trail access point is on the Plat and essentially goes to nowhere right now, but we asked for it in case the Forest Service's position changes, so we wouldn't have to go back and get that access. We have it ready to go in case the status of that land changes.

Commissioner Braam asked if there is just going to be an easement for a trail or is the trail improved at all, and Cari explained there is an easement for a trail now shown on the Plat that goes through that section on the north end. Andy Dickey added that it will be graded out through the easement, but for right now, it is just an easement. The Commissioner then commented no improvement really, and Andy responded, not other than just grading it out and making it flat.

Commissioner Klein asked if someone wanted to get out of the Bristlecone Pines Subdivision and not have to make a left turn onto SR 89A, they can get onto Navoti and go to Cultural Park and access the traffic signal there, and Andy stated that is correct. Cari added that Navoti also goes the other direction to the hospital, so if a traffic light was installed there in the future, they would have access to that one as well.

Commissioner Brandt asked if there is any thought given to roundabouts along that part of the highway, and Andy explained that was a good point made, and he should have mentioned that because of its proximity to other signals. If a controlled access became warranted at this intersection in the future, a roundabout would be a more viable option at that location. Now, that is a much more expensive option, but considering how it is laid out in relation to other intersections and how it is coordinated, etc., that would be more appropriate at that point. Commissioner Brandt asked if it would be considered at this intersection or at the hospital, and Andy indicated that both options would be considered in the future. Usually, thinking back when we put in the signal not that long ago by Airport Road, originally a roundabout was recommended at that intersection, but because of cost it was decided to go with the traffic signal. The Commissioner then asked if the cost of the electricity of running the lights doesn't come into that, and Andy stated that it does, but usually the biggest cost for a roundabout are right-of-way acquisitions, etc., because they are much larger in area.

Commissioner Kinsella referenced the Land Development Code taking effect and indicated this will be under the new – Cari interjected that the houses will be under the new Land Development Code. Commissioner Kinsella then stated that her question had to do with Firewise, because that was not adopted as part of the LDC, so she is wondering about that but thinks that will come at the point of building. Her concern is about the land clearing and fire safety issue, but she is anticipating that this is not the appropriate point for that question. Cari Meyer stated that, obviously, they will be removing trees during the road construction, but during the single-family home construction, we will review tree removal and all of that as well. The actual Firewise concepts were not adopted as part of the Land Development Code, but we did change the landscaping section, so if someone wanted to do Firewise, they would not be in violation of the Code. Some of the landscaping requirements, more for commercial, were in conflict with Firewise recommendations, so we tried to back-off of some of those landscaping requirements. If someone wants to do Firewise, there is no conflict. Commissioner Kinsella asked if there is any indication of the direction the project would go in terms of . . . Cari stated no; the landscaping requirements for single-family residential are minimal compared to single-family where you're looking at removal of trees. Essentially, it is in keeping trees and that sort of thing; there is not a lot of requirement for new planting.

Vice Chair Barcus closed the questions and comment period and called for a motion.

Motion: Commissioner Klein moved to recommend to the Sedona City Council approval of the proposed Preliminary Plat as set forth in case number PZ18-00003 (SUB), Hillside Vista Estates, based on compliance with all ordinance requirements and satisfaction of the Subdivision criteria and applicable Land Development Code requirements and the conditions as outlined in the Staff Report, including the most recent conditions we were given tonight. Commissioner Brandt seconded the motion. VOTE: Motion carried six (6) for and zero (0) opposed. Chair Levin was excused.

9. FUTURE MEETING DATES AND AGENDA ITEMS

- a. **Tuesday, December 18, 2018; 3:30 pm (Work Session)**
- b. **Tuesday, December 18, 2018; 5:30 pm (Public Hearing)**
- c. **Tuesday, January 1, 2019; 3:30 pm (Work Session)**
- d. **Tuesday, January 1, 2019; 5:30 pm (Public Hearing)**

Karen Osburn stated that right now for Tuesday, December 18th, we do not have any items for the work session, so pending anything coming through very shortly, we will probably be sending out an official cancellation notice for that meeting, but we do have an item for the 5:30 p.m. public hearing, and that is for a Conditional Use Permit for a new business in Uptown. Tuesday, January 1st, is a holiday, so that meeting will be canceled.

Vice Chair Barcus asked about January 15th, and Cari stated that currently we don't have anything on that agenda, but it is more than a month out, so we will probably make a decision on that in a couple of weeks, because with the holidays, we have to get a packet out a little earlier.

Vice Chair Barcus asked if the Commission would just be holding one meeting in January rather than one on the 15th and 29th, and Karen stated that we would just have the one on the 15th, if there are agenda items. The next meeting would be the first meeting in February.

Commissioner Kinsella asked about the Conditional Use Permit item on December 18th, and Karen indicated it is for a new business called Thunder 66; it is a motorcycle rental or tour company just off of Forest Road in Uptown, but the zoning in that district requires a Conditional Use Permit for that use.

10. 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.

11. ADJOURNMENT

Vice Chair Barcus called for adjournment at 6:46 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 December 4, 2018.

Donna A. S. Puckett, *Administrative Assistant*

Date

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**CITY COUNCIL
AGENDA BILL**

**AB 2455
January 8, 2019
Regular Business**

Agenda Item: 8b

Proposed Action & Subject: Discussion/possible direction regarding updates to the Posse Grounds Park Operations Plan.

Department Parks and Recreation

Time to Present 10 minutes

Total Time for Item 30 minutes

Other Council Meetings March 13, 2018

Exhibits
A. Posse Ground Park Operations Plan
B. Summary of comments
C. Letter from BOYS Club

City Attorney Approval	Reviewed 12/31/18 RLP	Expenditure Required
		\$ 0
City Manager's Recommendation	Discuss and provide direction on the revised Posse Ground Park Operations Plan.	Amount Budgeted
		\$ 0
		Account No. N/A (Description)
		Finance <input checked="" type="checkbox"/> Approval

SUMMARY STATEMENT

In March of 2018, staff was given direction by City Council to make recommendations for changes to the Posse Grounds Operations Plan that would enhance the rentability of the Posse Grounds Pavilion and park in general. Presently, the Pavilion is being run under the restrictions outlined in the Conditional Use Permit (CUP2007-7) approved by the Planning and Zoning Commission in 2007 and additional operating guidelines outlined in the Posse Grounds Park Operations Plan.

Staff is seeking City Council direction on the recommended changes to the Posse Grounds Park Operations Plan that will increase rental opportunities of the existing facilities. Once direction is given, staff will finalize the Posse Grounds Park Operations Plan to incorporate the new policy changes. The Posse Grounds Operations Plan is an administrative document which includes standard procedures for Park operations and provides guidance to City staff on the overall management of the park. Staff will continue to seek Council direction on substantive or policy changes as needed in the future, but otherwise the document is updated periodically by the Parks and Recreation Manager and does not require Council adoption.

Background:

The Posse Grounds Park Operations Plan was last updated in May of 2015 with the help of a citizens work group. This plan outlines how the Park (entire Posse Grounds Park) should be operated as well as a few additional specific guidelines for operating the Pavilion. After receiving Council direction, staff once again met with a citizen work group comprised of members from the surrounding neighborhoods to discuss changes to the plan. There were representatives from Casa Contenta, Mission Hills, San Patricio, and Sedona West.

All recommended changes are displayed in the redline version of the Posse Grounds Park Operation Plan (Exhibit A). Changes of notable mention are explained below. Attached is a summary of the Citizen Work Group opinions (Exhibit B). Also attached is a letter from the BOYS Club (Exhibit C).

Changes:

1. *Outdoor facilities are available during normal park hours (dawn until 10 p.m.).* This means that the Pavilion, previously a day-use only facility, could now be rented until 10 p.m. like everything else in the Park. As with all rentals, the appropriateness of an event will be considered during the rental process.
 - a. *Work Group.* Generally, supports this idea. It makes sense. The hours are not necessarily the problem, noise would be the problem.
 - i. At the staff level conditions could be imposed on a case by case basis to mitigate potential noise impacts.
2. *Temporary Use Permits are no longer required.* To better streamline the rental process, Community Development and the Parks department agreed that Parks and Recreation would handle the complete event rental process when it takes place on park property.
3. *This facility was designed for a 300-person audience experience. Events that will exceed the 300-person maximum will be considered on a case by case basis for appropriateness by the Parks and Recreation Manager.* An event whose focus is people sitting on the grass and watching the stage the entire time would still be encouraged to maintain a 300-person limit for optimum participant experience. However, events that include vendors, walking around, and in and out pedestrian traffic should be allowed to exceed the 300-person limit. This venue can accommodate many more. An increase would not violate any occupant load per the Sedona Fire District Fire Marshal.
 - Work Group. No consensus. Some don't want to encourage larger events to use the venue. Some believe the current limit is not practical and the City should allow for different capacities for festival seating vs. chairs.
4. *Amplified sound for events will be allowed from 8 a.m. to 9 p.m.* The ending time used to change seasonally and did not accommodate the annual events that use the park. Instead of needing the event promoters to seek a waiver, we are changing the ending time to be constant.
 - Work Group. In agreement that this is a reasonable change. Would like to encourage events with amplified sound to take place at the Pavilion if they can fit.

In addition to the above specific changes, staff would also like to receive general direction on the way in which alcohol is governed at the Park. Presently private events may only apply for alcohol permission if they are indoors. With the popularity of the Pavilion, many weddings are

seeking to rent this venue, but current policy does not allow for private events to have alcohol outdoors.

Council consideration:

Should existing policy be maintained, or should private parties be able to have alcohol outdoors at the Pavilion?

Presently alcohol is not allowed at public City run events at the Pavilion such as our Spring Concert Series.

Council consideration:

Should spectators be allowed to bring their own wine/beer for consumption at the venue during department hosted events?

Staff feel these changes will have several outcomes:

1. Increased rentability of Park's venues.
2. Easier rental process for the customer.
3. Better use of park facilities for their designed purposes. Encouraging use of the performance venue over the sports fields.

Implications of these changes:

1. Consideration of walkway safety lighting at the pavilion. This venue currently has no lighting and may require the addition of lighting if the facility is to be used later into the evening.
2. Consideration of police personnel to be present during City run events that are allowing alcohol.

Community Plan Consistent: Yes - No - Not Applicable

Chapter Six

Parks, Recreation and Open Space Policies:

1. Provide and support community events, festivals, and programs that offer a variety of opportunities for social interaction and contribute to a sense of community.

Board/Commission Recommendation: Applicable - Not Applicable

Planning and Zoning Commission- (CUP2007-7) *The use of Barbara Antonsen Memorial Pavilion should be limited as follows: a maximum use of 300 people; daylight use only; adherence to the City's sound control ordinance.*

Alternative(s): Keep operations as is or approve individual changes.

MOTION

I move to: for discussion and possible direction only.

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CITY OF SEDONA
POSSE GROUNDS PARK
OPERATIONS PLAN

The Posse Grounds Park (hereafter referred to as the “Park”) Operations Plan represents a strategy for effective day-to-day operation of the Park and the amenities included within its boundaries. It includes guidelines for the oversight of operational areas such as Event Management, Sports Use, Facility Use, Barbara Antonsen Park and Parks Maintenance.

[December 31, 2018](#)[December 26, 2018](#)[December 17, 2018](#)[June 18, 2018](#)

I. General Guidelines

There are general guidelines that the Parks Department follows on a daily basis. These guidelines affect more than one category of operations.

- We support an “Open Door” policy. Individuals are encouraged to meet with staff to discuss concerns, issues, and/or new ideas concerning the park.
- Staff will enforce park rules (Exhibit A). When dogs are on the athletic fields, staff will contact Animal Control via phone or email.
- Promotional/Sponsorship banners may be placed on park fences with staff permission. Banners are only allowed during the peak season for the sport and must be removed within a week of the season ending.
- Rentals will not be scheduled back to back. A minimum of a half hour cushion is placed in between smaller facility rentals. This is not set-up or take-down time. Those times must be reserved. This is to allow a user group to completely clear out before the next group arrives.
- Keys will be issued to renters as close to their reservation as possible. Keys must be returned on the next business day. Independent Contractors using our facilities will use keys provided in lock boxes.
- Even though facilities are rented on a first come, first served basis, staff will consider future annual and/or recurring programs and events ~~that they know should be occurring at the park in the future,~~ when approving/disapproving an event rental.
- Restrooms will be on timers and locked during non-park hours.
- All facility rental calendars are shared with maintenance department staff and the Facilities Supervisor to ensure coordination of the maintenance of fields, facilities and park grounds with ongoing programs and events.
- Staff will compile a list of budgetary improvements throughout the year to be considered in their entirety during the budget process. Improvement ideas may come from, but are not limited to: the public, the Parks and Recreation Master Plan, the Sedona Community Plan or City Staff.

I. Facility Use

Outdoor park ~~amenities-facilities~~ are available for public use without a fee on a first come, first served basis during normal park hours ~~of~~ dawn until 10 p.m. Some ~~amenities-areas~~ within the park are unlit and therefore only usable during daylight hours. Exclusive uses of all park ~~amenities-facilities~~ (indoor and outdoor) are available for public use with a fee and are handled through the facility rental process. Outdoor facilities are available during normal park hours (dawn until 10 p.m.).

Commented [RM1]: This sentence has been added to ensure we are all in agreement that all facilities (including the pavilion) will be available until 10 p.m.

Facility rentals encompass the hourly or daily rental of park amenities such as:

- Buildings-~~Teen Center~~Hub, Recreation Room
- Structures- picnic ramadas, Posse Grounds Pavilion
- Athletic fields- softball fields, multiuse field
- Sports areas- tennis courts, basketball court, volleyball court
- Special use areas- skate park, bike skills park, ~~Posse Grounds Pavilion~~

Facility rentals are scheduled on a first come, first served basis and are handled through the Parks and Recreation Department.

- Applicants must complete a Facility Rental Request Form and Authorization (Exhibit B).
- Staff ensures no overlapping rentals are scheduled at the same facility. Staff ensures no concurrent rentals will compete for parking spaces.
- All fees approved by City Council as part of the Consolidated Fee Schedule (Exhibit D) will apply to rentals.
- As part of the application process, staff ensures the renter is made aware of park rules and rental rules.
- City Departments are notified when appropriate. All facility rentals involving alcohol will abide by the rules outlined in the Alcohol on City Property Permission Policy (Exhibit G). The Police Department and Code Enforcement Department will be notified.
- Rentals are added to the ~~Shared Calendar~~ appropriate facility calendar.
- Facility inspections must ~~be completed by staff before and after the event takes place. coordinated with renter before rental is approved.~~ Premises must be left in the same or better condition than that in which they were found.

II. Sports User Groups

Athletic fields are available for sports use on a first come, first served basis. Organized sports teams (school district, non-profit, and commercial) must organize ongoing practice times and game times through the Parks and Recreation Department.

- Applicants must complete a Facility Rental Form. General Liability Insurance is required when appropriate.
- ~~Staff ensures no overlapping rentals are scheduled when possible.~~ Limited field availability may necessitate sports groups sharing field time during practices. Responsible parties will be made aware of the ~~situation~~ shared use during the rental process.
- All fees approved by City Council as part of the Consolidated Fee Schedule (Exhibit E) will apply to rentals.
- Rentals are added to the appropriate facility calendar(s). ~~Shared Calendar and the Maintenance Department is made aware of field usage.~~
- Sports rentals are responsible for their own painting/chalking of fields.

Crowd noise during athletic events will be exempt from any noise code restrictions. If an amplification system is installed, a sound-limiting device will also be installed. It is understood that the system will not be used for continuous use, such as play-by-play announcements. Amplification is allowed during tournaments and opening day ceremonies for sporting events.

III. Event Management

Posse Grounds Park is the only "Community" park within the City of Sedona. As such, it can provide a unique backdrop for a variety of events both public and private. The park is one of the only areas in the city with open space (ball fields) and parking lots and so it ~~The park~~ should be made available for community events throughout the year. The number of events scheduled will be controlled so as not to interfere with annual community programs such as sports leagues or compromise the daily drop in experience of visitors.

Event organizers ~~must~~ should submit a Letter of Intent a minimum of 60 days in advance prior to an event ~~review the Special Events Proposal Package to determine if their event is appropriate for the park.~~ If the event is appropriate for the park venue, the applicant will be required to complete a Special Event Facility Rental and form Reservation Form a minimum of 60 days prior to an event. ~~Based on the scope/type of event (as determined by the Parks and Recreation Manager) the applicant will either need to complete the Special Event Facility Rental process or the Temporary Use Permit process. Major community events, which will have an anticipated public participation greater than fifty (50) people will need to complete the TUP process.~~

Commented [RM2]: The Community Services Dept. is not processing TUP's for the park anymore. To streamline the process for the applicant, the Parks Dept. is handling all paperwork necessary to grant permission for an event to take place on park property. All reference to TUP's in this document will be removed.

The following apply to all Special Event Facility rentals, ~~regardless of if it is a temporary use permitted event.~~

- Staff will advise applicants that event signage including directional signs may not be placed on/or obscure any ~~and~~ Park or traffic control signs without the permission of the Parks & Recreation Manager and/or the Chief of Police.
- Applicants sponsoring athletic/running events will be advised that the use of permanent spray paint on structures, parking lots, sidewalk or running trails is ~~strictly prohibited~~ not permitted.
- "No Event Parking" signs must be placed on designated neighborhood streets. These are provided free of charge to the event organizer to use the day of the event (Exhibit I).
- The multiuse field can never be used as a parking lot for events. Though discouraged, the softball fields may be used as parking lots November through mid March. Permission outside of these months would require approval from both the Parks and Recreation Manager and the Maintenance Supervisor. All fields may be used as event space all year long.

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Special Event Facility Rentals

- Applicants must complete a Special Event Facility Rental and Reservation Form (Exhibit C).
- Parks and Recreation staff will ~~address~~ consider the appropriateness of ~~the an~~ event for the Park venue, by taking the following into account:
 - Anticipated attendance, parking capacity
 - Noise impact: amplification and duration
 - Neighborhood impact: hours of event, duration, traffic plan
 - Facility impact: staking and continued pedestrian traffic on grass fields
 - Parking: reserved parking, overflow parking, shuttle plan

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- Staff ensures no overlapping rentals are scheduled at the same facility. Staff ensures no concurrent rentals will compete for parking spaces.
- All fees approved by City Council as part of the Consolidated Fee Schedule (Exhibit F) will apply to event rentals.
- As part of the application process, staff ensures the event organizer is made aware of park rules and rental rules. All facility rentals involving alcohol will abide by the rules outlined in the Alcohol on City Property Permission Policy.
- City Departments are notified when appropriate. The Police Department and Code Enforcement Department will be notified. The Fire District and County Health Department are also notified when appropriate.
- Rentals are added to the ~~Shared Calendar~~ appropriate facility calendar(s).
- Facility inspections must be completed by staff before and after the event takes place ~~coordinated with renter before rental is approved.~~ Premises must be left in the same or better condition than that in which they were found.

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Temporary Use Permitted Event Rentals

- ~~Applicants must complete a Special Event Facility Rental form in addition to a Temporary Use Permit application (Exhibit H). Temporary Use Permit applicants, must submit an application a minimum of 60 days prior to an event.~~
- ~~TUP Team (Community Development, Code Enforcement, Police Department, Parks and Recreation, Fire District and County Health Department) will address the appropriateness of the event for the Park venue.~~
 - ~~Anticipated attendance, parking capacity~~
 - ~~Noise impact: amplification and duration~~
 - ~~Neighborhood impact: hours of event, duration, traffic plan~~
 - ~~Facility impact: staking and continued pedestrian traffic on grass fields~~
 - ~~Parking: reserved parking, overflow parking, shuttle plan~~
- ~~Code Enforcement is encouraged to be present during the set-up of the event to test sound levels.~~
- ~~Staff ensures no overlapping rentals are scheduled.~~
- ~~All fees approved by City Council as part of the Consolidated Fee Schedule (Exhibit F) will apply to event rentals. The TUP permit has additional fees that may apply.~~
- ~~As part of the application process staff will ensure the event organizer is made aware of park rules, rental rules and TUP rules. All facility rentals involving alcohol will abide by the rules outlined in the Alcohol on City Property Permission Policy.~~
- ~~Facility inspections must be coordinated with renter before rental is approved. Premises must be left in the same or better condition than that in which they were found.~~

Commented [RM3]: All of this is addressed without the additional step of the TUP process.

IV. Posse Grounds Pavilion within Barbara Antonsen Park

As with all park amenities, the pavilion and surrounding area is open to the public and may be used on a first come, first served basis during normal park hours. The facility is also available to be rented on an Hourly or ~~by the Day~~ Daily (event rentals) basis also

prioritized on a first come, first served basis. Priority is given to public community events over private rentals. ~~Major community events, which will have an anticipated public participation greater than fifty (50) people will need to complete the TUP process. All rules and regulations listed above under Temporary Use Permitted Event Rentals will apply.~~ Additional considerations, listed below, must be ~~considered~~ made when renting this facility.

- This facility was designed for a 300-person audience experience. Events that will exceed the 300-person maximum will be considered for appropriateness on a case by case basis by the Parks and Recreation Manager.
- ~~Renter must provide a plan that clearly defines how they will adhere to/control the 300 person maximum of this facility. The plan will include pinpointing designated entrance and exit locations as well as security measures for maintaining maximum.~~
- Renters will be provided with a copy of the Posse Grounds Pavilion Supplemental (Exhibit I) during the rental process.
- Renters are not allowed to hang anything from the stage roof structure.
- Rentals using amplified sound will be charged for city staff Technical Support to be present during the event.
- Water to the restrooms is turned off from November through February each year.

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V. Parks Maintenance

The maintenance of Posse Grounds Park and all City parks is the responsibility of the Public Works Maintenance Department. A Level of Standards Policy for City of Sedona Parks Facilities (Exhibit J) is adhered to. This document covers:

- Categories of Park Features
- Elements of Park Features
- Park Maintenance Standards
- Evaluation Forms

Any rental/use/lease contract or agreement will include provisions to reimburse the City for any maintenance efforts expended in support of the event. Variable maintenance costs shall be borne by the event sponsor. These costs include but are not limited to, trash collections and removal, restoration of all facilities to an "as found" condition and any specific maintenance needs requested by the sponsoring organization. These details are included in the Facility Rental paperwork. Any damages will be billed to the event sponsor for the cost of repairs.

VI. Concessionaires

Under general circumstances, concessionaires are not allowed within the parks (special events excluded). Those seeking authorization must complete/provide all documents listed in (Exhibit ~~K~~) Concessionaire Criteria form. Requests will be handled on a case by case basis. Approval is not guaranteed. Staff will consider appropriateness of vendor for location and times. Vendor contracts will be short in duration, ~~and will not be entered into further than 6 months in advance.~~ Duplicated vendors will not be allowed. Multiple vendors at one location will be considered case by case.

- 12.30.160 Distribution or sale of food, beverages or other items.

Commercial distribution or sales of food, beverages or any other item is prohibited at parks and recreation facilities, unless written authorization is obtained from the parks and recreation department. [Ord. 2009-10, 9-8-2009. Code 2006 § 15-2-15].

VII. Mitigating Impact

The Park is adjacent to residential properties and West Sedona School. As such, certain guidelines should be followed to lessen the impact that park use has on the surrounding areas.

- Amplified sound for events will be allowed ~~from 8 a.m. to 7 p.m. April 1 through September 30 and 8 a.m. to 6 p.m. October 1 through March 31.~~ From 8 a.m. to 9 p.m. Waiving of the this time restriction will require the approval of the Parks and Recreation Manager.
- Events must be concluded in time for clean-up of event to be completed by 10 p.m. Waiving of the time restriction will require the approval of the Parks and Recreation Manager.
- Parking in adjoining neighborhoods is not permitted. During large events, the event promoter will be responsible for placing a-frame “No event parking” signs in designated locations. The signs will be provided by the City at no cost to the event promoter. (Exhibit H)
- Event promoters will be asked during the permitting process to direct traffic with barriers/signage/volunteers to utilize Soldiers Pass Road. They will be asked to encourage public transportation and car-pooling in the advertising of their event.
- ~~Ask event promoters to encourage public transportation and car-pooling in the advertising of their event.~~
- Have events orientate speakers away from the nearest houses whenever possible.
- A calendar of event rentals can be emailed or made available on the city website for interested parties.

VII. Exhibits

Multiple exhibits are referenced in this document. Staff will keep them up to date with any changes that occur.

- Exhibit A- Park Rules, Sedona City Code Chapter 12.30 (condensed)
- Exhibit B- Facility Rental/~~Usage~~ Request ~~Form~~ and Authorization ~~Form~~, hourly & sports rentals
- Exhibit C- Special Event Facility Rental and Reservation Form
- Exhibit D- Consolidated Fee Schedule, Hourly Rental Fee Schedule
- Exhibit E- Consolidated Fee Schedule, Sports User Groups Rental Fee Schedule
- Exhibit F- Consolidated Fee Schedule, Events Rental Fee Schedule
- Exhibit G- Alcohol on City Property Permission Policy
- ~~Exhibit H- Temporary Use Permit Application~~
- Exhibit ~~H~~- No Event Parking signage & map
- Exhibit ~~I~~- Posse Grounds Pavilion Supplemental ~~(not included as of May 1, 2015)~~
- Exhibit ~~J~~~~K~~- Maintenance Specifications, Level of Standards Policy for City of Sedona Parks Facilities
- Exhibit ~~K~~~~L~~- Concessionaire Criteria form.

Summary of Citizen Group Comments

1. Encourage events with amplified sound to take place at the pavilion if they can fit.
2. An increase in maximum occupancy could mean an increase in the number of larger performances and this was meant for smaller community performances.
3. Extending the hours of operation makes sense. Longer hours do not necessarily mean more noise. They recognize that not all performances generate noise.
4. Expand the opportunity for more events and programs at the park.
5. Continue to closely monitor parking during large events. More impactful than sound is the people parking in the neighborhoods.
6. The music from events held over the past year can be heard outside of the pavilion, but they have not been disruptive.
7. With festival seating I believe 300+ is not practical. Would not support an increase in the size of the seating area. The capacity should be what you and staff conclude is optimum. Different capacities for festival seating, chairs, etc.
8. Amplified sound shall be confined to the Pavilion to the extent practical.

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BOYS (BENEVoLENT ORDER OF YOUTHFUL SENIORS) CLUB
P.O. Box 3068
Sedona, AZ 86340

March 26, 2018

City of Sedona
City Council
102 Roadrunner Road
Sedona, AZ 86336

Re: Modification of Rules-Barbara Antonsen Park

Dear Honorable Council Members:

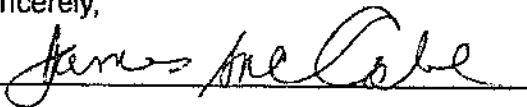
It has come to our attention that there is currently under consideration a request by the Director of Parks and Recreation for the Council to change the use and/or modify the rules under which the Posse Ground Pavillion at Barbara Antonsen Park was permitted and established. This apparently done with a view to increase its usage.

There are several members of our organization who were involved over a considerable time period in debating the merits of locating a Pavillion in Posse Ground Park and who over the course of many months and hours were members of a committee which was composed of neighbors, council members, citizens at large and various city organizations. After much debate and consideration of all interests, a compromise was arrived at whereby opposition to the Pavillion was abandoned conditioned upon on strict rules governing the use of the Pavillion. These rules were intended to minimize the impact of the use of the Pavillion on surrounding neighborhoods and has worked reasonably well.

Now after one (1) year of operation there are those who would ignore the sacrifices of those who labored hard and crafted the community compromise, resulting rules of use & operation to govern the facility, there now are those within the Administration and Council who would discard all prior public involvement and change the use rules so thoughtfully crafted by participating citizens in order to increase use beyond that which was intended. We submit that this is both inappropriate and an abuse of power and trust.

Why involve citizens at all, if we are to ignore their findings and compromises? We think it contrary to the City's best interest. Please up hold the findings and compromises of all those many citizens who participated in establishing the current use regulations.

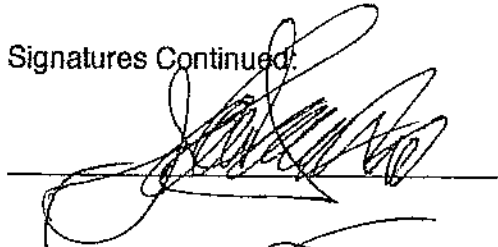
Sincerely,



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Signatures Continued:

Signatures Continued:



David H. Bowen





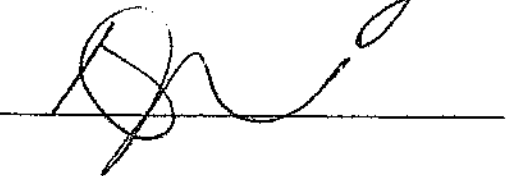
Victor V. Biggs

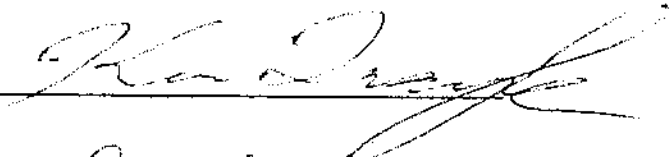
Thomas D. Wells

Robert S. Shinsky

Robert Harris

Brenda Pakay





Larry F. Stoffers