

**Action Minutes
City of Sedona
Planning & Zoning Commission Meeting
City Council Chambers, 102 Roadrunner Drive, Sedona, AZ
Tuesday, September 3, 2019 - 5:30 p.m.**

[Note: An equipment malfunction resulted in a recording delay and the recording started at agenda item 2.]

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

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

Roll Call:

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

Staff Present: Warren Campbell, James Crowley, Shelley Cutts, Samantha Eves, Cari Meyer, Karen Osburn, Donna Puckett and Mike Raber.

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

Chair Levin announced that she and Commissioners Braam, Hosseini and Kinsella will be attending the Arizona APA Conference next week in Tucson, and perhaps at the following meeting, they will give some highlights of that conference. Also, Randy Barcus has resigned; unfortunately, he is going to be moving to Oregon, so she thought we might take a minute to acknowledge his service. She knows the Commission has really benefited from his background, expertise and leadership, and she will really miss him and wishes him well; he will be hard to replace. He was doing a final inspection today in Oregon on their new home. Commissioner Kinsella expressed her gratitude to Randy, because when she was a new member, he was very helpful, and she learned a lot; his thoroughness is inspiring. Commissioner Brandt agreed and Commissioner Braam added that Randy has been very passionate for the Commission, and he will truly be missed. Commissioner Klein expressed that he enjoyed having Randy on the Commission; he brought a lot of good insights to whatever we were reviewing, and he will miss talking to Randy after the meetings. The Chair summarized that we are all going to miss Randy and staff would probably join us in missing him on the Commission.

The Chair stated that there is one vacancy and two Commissioners' terms are expiring – hers and Commissioner Brandt's. She has asked to be considered again on the Commission and Commissioner Brandt is waiting to indicate whether he wishes to do so. If you are aware of anybody in the community, please encourage them to look at the job description to serve on the Commission or if they have a specific expertise that you think would be valuable, encourage them to apply.

3. APPROVAL OF THE FOLLOWING MINUTES:

a. July 2, 2019 (R)

Chair Levin indicated she would entertain a motion to approve the minutes of the July 2, 2019 meeting.

MOTION: Commissioner Kinsella so moved. Commissioner Klein seconded the motion.

VOTE: Motion carried unanimously with six (6) in favor (Braam, Brandt, Hosseini, Kinsella, Klein and Levin) and zero (0) opposed. Vice Chair Barcus was excused.

4. **PUBLIC FORUM:** (This is the time for the public to comment on matters not listed on the agenda. The Commission may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date.)

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

5. **CONSIDERATION OF THE FOLLOWING ITEM THROUGH PUBLIC HEARING PROCEDURES:**
 - a. **Discussion/possible action regarding proposed revisions to the Sedona Land Development Code (LDC). The proposed revisions include typographical and clerical corrections, changes for clarity, elimination of redundancies and other more substantive revisions to better reflect the intent of the LDC and goals of the Sedona Community Plan. Case Number: PZ19-00009 (LDC).**

Presentation by Mike Raber, Senior Planner.

Questions of staff from the Commission.

Continuation of presentation by Mike Raber, Senior Planner, including a proposed amendment, not in the packet, to Section 5.7.A.5., Site and Building Design – Purpose that reads: “Promote building designs and construction practices that are sustainable, provide for solar and other alternative energy systems and are adaptable to multiple uses for extended building life cycles”.

Additional questions of staff from the Commission.

Opened the public hearing at 7:09 p.m.

No public was present and no requests to comment were presented.

Closed the public hearing and brought back to the Commission at 7:10 p.m.

Further questions and comments from the Commission.

MOTION: Commissioner Brandt moved to recommend to City Council approval of case number PZ19-00009 (LDC Revisions), consistent with the approval criteria in Section 8.6.C.4. of the LDC with the addition of adding Section 5.7.A.5 as presented by staff this evening. Commissioner Braam seconded the motion.

Discussion on the motion, including a suggested amendment severing Section 3.2.E, Table 3.1, *Table of Allowed Uses, Fleet Services*, which was declined by the maker of the motion and the second.

Roll Call Vote: Commissioner Braam – aye; Commissioner Brandt – aye; Chair Levin – aye; Commissioner Klein – aye; Commissioner Kinsella – aye, noting for the record a vote of aye with the exception to the edit for Section 3.2.E, Table 3.1 and opposition to that edit, but voting aye on the overall body of work; Commissioner Hosseini - aye. Motion carried unanimously with six (6) in favor (Braam, Brandt, Hosseini, Kinsella, Klein and Levin) and zero (0) opposed. Vice Chair Barcus was excused.

6. **FUTURE MEETING DATES AND AGENDA ITEMS**
 - a. **Tuesday, September 17, 2019; 3:30 pm (Work Session)**
 - b. **Tuesday, September 17, 2019; 5:30 pm (Public Hearing)**
 - c. **Tuesday, October 1, 2019; 3:30 pm (Work Session)**
 - d. **Tuesday, October 1, 2019; 5:30 pm (Public Hearing)**

Karen Osburn stated that nothing is scheduled for September 17 or October 1st, with the understanding that there is still time to make an October 1st agenda, so we will keep the Commission posted on that.

7. EXECUTIVE SESSION

If an Executive Session is necessary, it will be held in the Vultee Conference Room at 106 Roadrunner Drive. Upon a public majority vote of the members constituting a quorum, the Planning and Zoning Commission may hold an Executive Session that is not open to the public for the following purposes:

- a. To consult with legal counsel for advice on matters listed on this agenda per A.R.S. § 38-431.03(A)(3).
- b. Return to open session. Discussion/possible action on executive session items.

No Executive Session was held.

8. ADJOURNMENT

Chair Levin adjourned the meeting at 7:17 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 September 3, 2019.

Donna A. S. Puckett, *Administrative Assistant*

Date