

Action Minutes
City of Sedona
Planning & Zoning Commission Virtual Meeting
City Council Chambers, 102 Roadrunner Drive, Sedona, AZ
Tuesday, October 20, 2020 - 5:30 p.m.

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

Chair Levin called the meeting to order at 5:30 p.m. and waived the Pledge of Allegiance.

Roll Call:

The Chair stated that all Commissioners were present on Zoom.

Planning & Zoning Commissioner Participants: Chair Kathy Levin, Vice Chair Kathy Kinsella and Commissioners George Braam, Eric Brandt, Peter Furman, Charlotte Hosseini and Larry Klein.

Staff Participants: Warren Campbell, Kurt Christianson, James Crowley, Cynthia Lovely, Karen Osburn, Mike Raber, Donna Puckett, and Hanako Ueda.

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

Chair Levin announced that this is the last meeting for Vice Chair Kinsella and Commissioner Klein who served for six years. Both of these Commissioners have exemplified what is needed in this role -- an inquiring mind, excellent preparation for the meetings, and a commitment to public service and civility. The Chair stated that she will miss Larry's sometimes contrarian voice and his laser focus on property rights and fairness, and she will miss Kathy's good counsel, text messages, and the capacity to frame her questions and perspective with clarity, and her passion to serve Sedona and the greater Verde Valley. Chair Levin added that she knows the Commission joins her in saying thank you and best wishes to you both.

3. APPROVAL OF THE FOLLOWING MINUTES:

a. October 6, 2020 (WS)

Chair Levin indicated that she would entertain a motion to approve the minutes of the October 6, 2020 work session.

MOTION: *Vice Chair Kinsella moved to approve the minutes of October 6, 2020. Commissioner Hosseini seconded the motion.*

VOTE: *Motion carried seven (7) in favor (Braam, Brandt, Furman, Hosseini, Kinsella, Klein, and Levin) and zero (0) opposed.*

4. PUBLIC FORUM: Due to precautions related to the COVID-19 pandemic and pursuant to A.R.S. § 38-431.01(H), there will NOT be a public forum for this meeting.

There was no public forum for this meeting.

5. CONSIDERATION OF THE FOLLOWING ITEMS THROUGH PUBLIC HEARING PROCEDURES:

- a. Discussion/possible action regarding a request to amend Development Review approved on July 2, 2019, for Ambiente: A Landscape Hotel to modify the layout of the entryway; amend the Lobby/Check In building, poolside lounge building, atrium units, and workforce housing unit; remove off-highway trail in the ADOT ROW; move HVAC units to roof of atrium units; and increase site lighting levels. The property is zoned Special Use (SU) and is located on the north side of W State Route 89A adjacent to the Adobe Jack Trailhead. APN: 401-70-107. Applicant: Adobe Jack LLC (Mike Stevenson). Case Number: PZ18-00009 (DEV Amendment)**

Introduction by Chair Levin.

Presentation by Cari Meyer, Senior Planner.

Questions of staff and the applicants, Mike Stevenson and Jennifer May, by the Commission.

Opened the public hearing at 6:33 p.m.

There were no requests from the public to speak.

Closed the public hearing and brought back to the Commission at 6:33 p.m.

Additional questions and comments by the Commission.

MOTION: Commissioner Klein moved for approval of case number PZ18-00009 (DEV Amendment), Ambiente: A Landscape Hotel, in accordance with findings of compliance with all ordinance requirements and satisfaction of the Development Review findings and applicable Land Development Code requirements and the conditions as outlined in the Staff Report, and the additional condition that the applicant would use the least amount of lighting possible to provide safe places to walk. Commissioner Furman seconded the motion.

VOTE: Motion carried six (6) in favor (Braam, Furman, Hosseini, Kinsella, Klein and Levin) and one (1) opposed (Brandt).

Commissioner Brandt explained that he opposed the motion, because he hears the intentions of the applicant, but that is not part of the record. It wasn't made as an amendment and not part of the plan. So, about not covering the parking, not screening the parking, it is not part of the proposal, so that is why he is not in favor of that amendment of all the amendments of the proposal.

Chair Levin recessed the meeting at 6:50 p.m. and reconvened the meeting at 6:59 p.m.

- b. Discussion/possible action regarding proposed amendments to the Schnebly CFA Plan and Land Development Code regarding campgrounds and other related land uses in both the CFA Plan and the Oak Creek Heritage (OC) zoning district. The proposed amendments would amend the Planning and Zoning Commission's previous recommendations from December 17, 2019. Applicant: City of Sedona. Case Number: PZ19-00014 (CFA, LDC)**

Introduction by Chair Levin.

Presentation by Mike Raber, Senior Planner.

Questions of staff by the Commission.

Opened the public hearing at 7:48 p.m.

The following people spoke on this item: Bill Clarkson, Sedona, AZ; Nancy Dunst, Sedona, AZ and David Tracy, Sedona, AZ

Closed the public hearing and brought back to the Commission at 8:01 p.m.

Additional Questions and Comments by the Commission.

Following comments, there was consensus from the Commission on 1) Going to eight units per acre, 2) Removing the undefined term of “semi-permanent”, and 3) Removing the undefined term of “rustic”.

Staff suggested also adding language to say, “. . . tents and tent-like structures” rather than just saying tents.

MOTION: Commissioner Braam moved to recommend to the City of Sedona City Council approval of the proposed amendments to the Land Development Code as the request is consistent with the approval criteria in Section 8.6.C.4. of the LDC, and as set forth in case number PZ19-00014 (LDC) with the additions of reducing the RV park density to eight units per acre and, under Lodging, removal of the terms “semi-permanent” and “rustic”, and adding the term “tent-like structures” to prohibited uses. Vice Chairman Kinsella seconded the motion.

Staff pointed out that the Schnebly CFA could be included in that motion, and the maker of the motion and second concurred.

AMENDED MOTION: Commissioner Braam moved to recommend to the City of Sedona City Council approval of the proposed amendments to the Land Development Code and the Schnebly CFA as the request is consistent with the approval criteria in Section 8.6.C.4. of the LDC, and as set forth in case number PZ19-00014 (LDC) with the additions of reducing the RV Park density to eight units per acre and, under Lodging, removal of the terms “semi-permanent” and “rustic”, and adding the term “tent-like structures” to prohibited uses. Vice Chairman Kinsella seconded the motion.

Discussion on the Amended Motion: Commissioner Klein questioned if “rustic” or “rustic cabins” was to be removed, and the consensus was that “rustic” would be removed, but “cabins” should remain. *The maker of the motion and the second agreed.*

VOTE ON AMENDED MOTION: Motion carried six (6) in favor (Braam, Brandt, Furman, Kinsella, Klein and Levin) and one (1) opposed (Hosseini).

Commissioner Hosseini explained that she opposed the motion, because she thinks the trade-off of the addition of two RV units to the existing park is not worth the loss of the non-conforming grandfathered control we have, nor the precedent of it.

6. Discussion/possible action regarding a revision to the Planning and Zoning Commission Operating Rules and Procedures.

Introduction by Chair Levin

Presentation by Karen Osburn, Assistant City Manager, Community Development Director

Note: There was no public present to speak.

Questions of staff by the Commission.

MOTION: Chair Levin moved to recommend to City Council, approval of revised Planning and Zoning Commission Operating Rules and Procedures. Commissioner Braam seconded the motion.

VOTE: Motion carried seven (7) in favor (Braam, Brandt, Furman, Hosseini, Kinsella, Klein and Levin) and zero (0) opposed.

7. FUTURE MEETING DATES AND AGENDA ITEMS

- a. **Tuesday, November 3, 2020**
- b. **Tuesday, November 17, 2020**

Karen Osburn stated that November 3rd has been canceled, but tentatively, we will be convening the second meeting in November, although we currently have no agenda items ready to come forward, but that doesn't mean that in the next month or so we wouldn't have anything.

8. EXECUTIVE SESSION

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

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

No Executive Session was held.

9. ADJOURNMENT

Chair Levin adjourned the meeting at 8:35 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 October 20, 2020.

Donna A. S. Puckett, *Administrative Assistant*

Date