



# City Of Sedona Community Development Department

102 Roadrunner Drive Sedona, AZ 86336

(928) 282-1154 • Fax: (928) 204-7124

## Memorandum

**DATE:** May 25, 2021

**TO:** **Planning and Zoning Commission**

**FROM:** Michael Raber, Senior Planner  
Cari Meyer, Planning Manager

**MEETING DATE:** **Work Session: June 1, 2021**

**SUBJECT:** Work Session: Major Amendment to Sedona Community Plan and Zone Change; Uptown Sedona Parking Structure (PZ 21-00003)

### June 1, 2021 Planning and Zoning Commission Work Session Expectations

The Planning and Zoning Commission Work Session on June 1 is an opportunity for the Commission to provide comments and feedback to staff and the applicant regarding the project prior to the July 6, 2021 public hearing. Comments and feedback should focus on what additional information the Commission will need in order to take action on this project at the public hearing. Comments and feedback should not include an evaluation of the merits of the project or whether the Commission is in support of the project.

### Property Summary

- *Address:* 430 and 460 Forest Road, Sedona, AZ 86336 (APN 401-16-100 and 401-16-071)
- *Owner:* City of Sedona
- *Applicant/Authorized Agent:* City of Sedona
- *Acres:* 1.24 acres (approximate)
- *Current Land Use:* Vacant and existing residential structure that will be removed.
- *Surrounding Properties*

	Subdivision	Community Plan Designation	Zoning	Current Land Use
<b>NORTH</b>	Manzanita Hills #1	Single-family Low Density	RS-18	Residential
<b>EAST</b>	Sedona	Single-family High Density	RS-6	Qwest communications facility
<b>SOUTH (across Forest Rd.)</b>	No Subdivision	Commercial and Commercial/Lodging	CO	Fire station and Lodging
<b>WEST</b>	No Subdivision	Single-family Low Density	RS-18	Residential

### Summary of Request

The request is for approval of a City-initiated request for a Major Sedona Community Plan amendment

and rezoning to provide for development of a parking structure in Uptown Sedona. The subject parcel consists of two parcels totaling 1.24 acres along the north side of Forest Road (430 and 460 Forest Road).

The following must be approved to provide consistency between the project and the Community Plan and Zoning Map:

1. *Major Community Plan Amendment to the Future Land Use Map.* Both parcels are currently designated Single-family Low Density (.5-2 DU/AC) on the Sedona Community Plan Future Land Use Map). The Major amendment request would re-designate the subject property (both parcels) as “Commercial” on the Future Land Use Map. The Major Amendment criteria in the Community Plan (Chapter 9) states that a Major Amendment is required where: “3. There is a change in the land use designation from... Residential to Commercial..”
2. *Zone Change,* The requested rezoning is from RS-18 (Single-family Residential) to M3 (Mixed Use Activity Center). Approval of Major Community Plan Amendment would only change the Future Land Use Map. While the Commercial designation on the Future Land Use Map would support a change in the zoning, the property would remain in the RS-18 zoning district. As development of the site must comply with the current zoning, the zoning must also be changed. The M3 mixed use zoning district provides for community uses and lot and building standards most appropriate for developing a parking structure on the site while maintaining a maximum separation from adjacent single-family uses.

### **Community / CFA Plan Considerations**

The first major objective of the Uptown CFA Plan was to analyze current parking conditions and make recommendations regarding current and future parking needs. In May 2019, the City contracted with the consulting firm Walter P. Moore to prepare an Uptown Sedona Parking Facility Needs, Siting and Design Concept Assessment. A Draft Final Report was presented to the City Council in December 2019 with subsequent Council direction given on February 25, 2020, to move forward with a parking structure at the north Forest Road location. Although it was intended that the Uptown CFA Plan would incorporate the parking structure location into its land use guidelines, by the end of February 2021 it was not clear if the final adoption of the CFA Plan was going to take longer than anticipated due to the COVID-19 pandemic’s impact on the timeframe. Since the Major Community Plan amendment process has a more predictable timeline and is covering specific amendments for this year, this process was selected.

### **Project Application Materials**

City staff has prepared a brief memorandum outlining the proposed amendment, background, amendment process and public participation, which is included as Attachment 2.

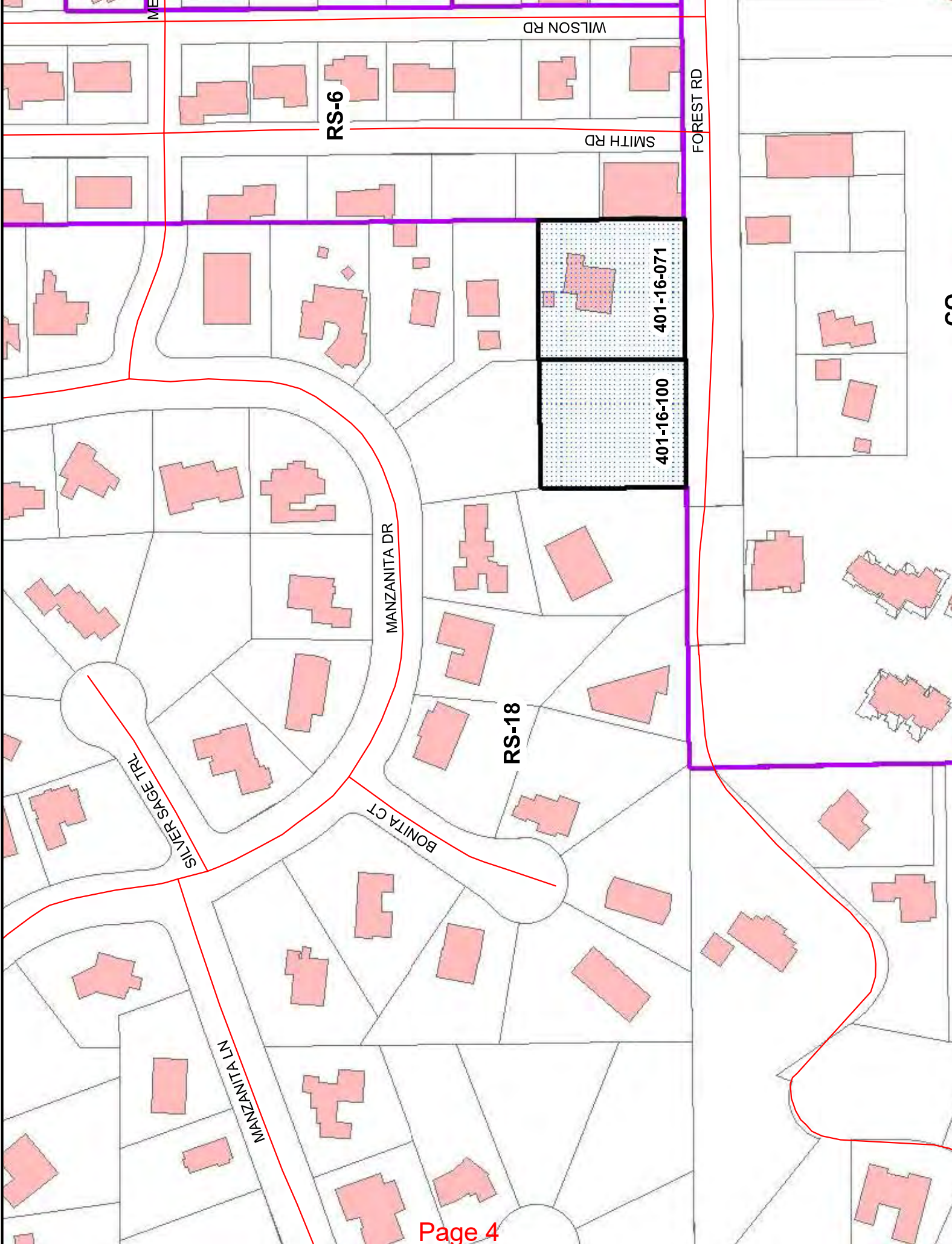
### **Project Review**

The application materials were prepared on March 1, 2021 and distributed to the Planning and Zoning Commission, City Council and review agencies on March 16 and 17, 2021. Public Works has provided comments, which are included as [Attachment 3](#). At the beginning stages of the CFA planning process, during the Parking Study (from May 2019 through February 2020), feedback was obtained from stakeholders including the Uptown Parking Advisory Committee, from interviews and a survey of business owners and employees and from properties immediately adjacent to the site, once the site was being recommended in the Study. On April 17, 2021, a public information meeting was held on the

project site to solicit public input on the garage design. A website has also been established to provide more information and an opportunity for public input as the garage goes through the design phase. A report on public responses to survey questions is included (Attachment #4). Design is expected to be completed by spring of 2022.

**Attachments**

- 1. Vicinity Map & Aerial View .....4
- 2. Project Application Materials
  - a. Application, Proposal, Background.....6
  - b. Amendment process, Public Participation, Letter to Neighbors, Notification.....9
  - c. Site Plan, Conceptual Cross Sections, Renderings, Landscape.....12
- 3. Review Agency Comments
  - a. City of Sedona Public Works.....23
- 4. Report on Public Responses to Survey Questions.....24



WILSON RD

RS-6

SMITH RD

FOREST RD

401-16-071

401-16-100

MANZANITA DR

RS-18

BONITA CT

SILVER SAGE TRL

MANZANITA LN

# Aerial View

## Parcel

401-16-100 &  
401-16-071

Uptown Parking  
Garage

Parcel

401-16-100 &  
401-16-071



Parcel Boundary

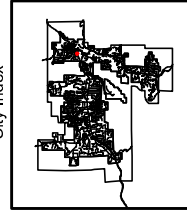


Street Centerline



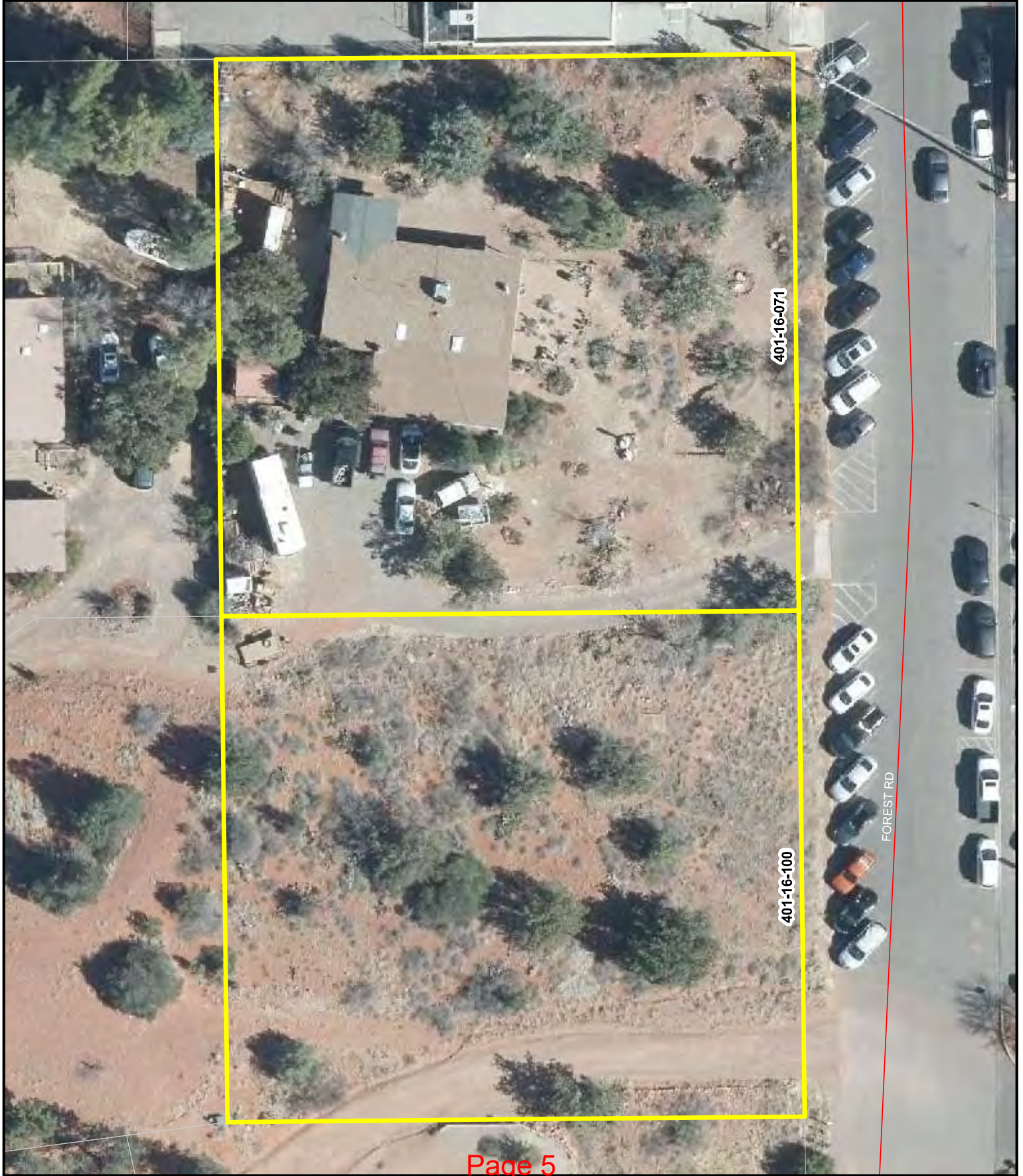
12 1/2 25 Feet

City Index



GIS: City of Sedona  
05/11/2021  
g:\pub\proj\gis\lames\lames\401-16-100\_071\_aerial.mxd

This map is provided for informational purposes only. It is not intended to be used as a legal document. The City of Sedona is not responsible for any errors or omissions. The information is provided on an "as-is" basis. The City of Sedona is not responsible for any errors or omissions. The information is provided on an "as-is" basis.



# Project Application

fillable PDF available online at:  
[www.sedonaaz.gov/projects](http://www.sedonaaz.gov/projects)



**City Of Sedona**  
**Community Development Department**  
 102 Roadrunner Drive Sedona, AZ 86336  
 (928) 282-1154 • [www.sedonaaz.gov/cd](http://www.sedonaaz.gov/cd)

Application for (check all that apply):

- Conceptual Review     
  Comprehensive Review     
  Appeal     
  Time Extension  
 Community Plan Amendment     
  Development Review     
  Subdivision     
  Minor Modification  
 Zone Change     
  Conditional Use Permit     
  Variance

Project Information	Project Name	Uptown Sedona Parking Structure		
	Project Address	430 and 460 Forest Rd	Parcel No. (APN)	401-16-100, 071
	Primary Contact	Mike Raber, Senior Planner	Primary Phone	928-204-7106
	Email	mramer@SedonaAZ.gov	Alt. Phone	
	Address	102 Roadrunner Drive	City/State/ZIP	Sedona, AZ 86336
Office Use Only	Application No	PZ 21-00003	Date Received	3/1/21
	Received by	M.R.	Fee Paid	

Project Description	City-initiated request for a Major Community Plan Amendment to the Future Land Use Map from Single-family Low Density Residential (.5 to 2 DU/AC) to Commercial and a rezoning from RS-18 (Single-family) to M3 - Mixed Use Activity Center, in order to provide for a parking structure.
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Additional Contact Information: Please complete the following for all companies/people authorized to discuss the project with the City. Please attach additional sheets if necessary.

Contact #1	Company		Contact Name	
	Project Role		Primary Phone	
	Email		Alt. Phone	
	Address		City/State/ZIP	
Contact #2	Company		Contact Name	
	Project Role		Primary Phone	
	Email		Alt. Phone	
	Address		City/State/ZIP	
Contact #3	Company		Contact Name	
	Project Role		Primary Phone	
	Email		Alt. Phone	
	Address		City/State/ZIP	



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### **PZ 21-00003 (Major CPA, ZC) – Uptown Sedona Parking Structure**

City-initiated Major Community Plan Amendment Proposal

#### **Request:**

The request is for approval of a City-initiated request for a Major Sedona Community Plan amendment and rezoning to provide for development of a parking structure in Uptown Sedona. The subject property comprises 1.24 acres along the north side of Forest Road (430 and 460 Forest Road) and is designated Single-family Low Density (.5 to 2 DU/AC) on the Sedona Community Plan's Future Land Use Map. The Major Amendment request would re-designate the property as Commercial. The requested zoning is from RS-18 Single-family Residential to M3 Mixed Use Activity Center.

The M3 mixed use zoning district provides for community uses and lot and building standards most appropriate for developing a parking structure on the site while maintaining a maximum separation from adjacent single-family uses. The Community Plan's Commercial designation is the only current land use designation that can be adopted to provide for the M3 mixed use zoning district. Both the Uptown CFA Plan ("Plan Uptown"), now underway, and the future Sedona Community Plan update may provide a land use designation that is more focused on the parking structure as a land use rather than the broader "Commercial" designation. Although it was intended that the Uptown CFA Plan would incorporate the parking structure location into its land use guidelines, the final adoption of the CFA Plan may take longer than originally anticipated due to the COVID-19 pandemic's impact on the timeframe. Since the Major Community Plan amendment process has a more predictable timeline and is covering specific amendments for this year, this process has been selected to help ensure that the project will move forward in a timely manner.

#### **Background**

In May 2019, the City contracted with Walter P. Moore to prepare an Uptown Sedona Parking Facility Needs, Siting and Design Concept Assessment to analyze the current parking conditions and parking demand and make recommendations for alternatives that accommodate current and future parking needs. The consulting team and staff met with the Uptown Parking Advisory Committee during the course of the study and conducted individual interviews with Committee members and other stakeholders. The Parking Advisory Committee is part of the Citizen Engagement program initiated by the City. It is comprised of various business owners and City staff and was formed to advise on parking issues within Uptown. The consulting team also conducted a survey of both Uptown businesses and employees to obtain additional information about parking habits and needs. The draft final report, presented to the City Council on [December 10, 2019](#), addressed parking occupancy and demand and recommendations for three potential site alternatives including a recommended site on the north side of Forest Road and parking structure concepts for that site. In the December 10 meeting, Council requested that the consultant and staff evaluate additional parking structure concepts. On [February 25, 2020](#),



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the Sedona City Council provided direction to staff to purchase the property at the Forest Road site and move forward with design for a parking structure in this location. The City Council provided direction to staff to pursue a design for a three-level parking structure with the first level below the grade of Forest Road with the other two levels forming a single-story above Forest Road.

In March and June 2020, the City purchased the two parcels comprising the subject property. On December 14, 2020, the consulting firm of Gabor Lorant Architects was selected for the design of the parking structure. The parking structure design process is now getting underway and public outreach will be a part of that process over the next several months.

The parking structure design will be presented to the Planning and Zoning Commission in a future meeting.

***A link to a new website for the parking structure will be provided in the near future.***

### **Sedona Community Plan Recommendations**

The 2019-20 Uptown Sedona Parking Facility Needs, Siting and Design Concept Assessment and the follow-up implementation are consistent with the following Sedona Community Plan Recommendations:

- Circulation Policy #4 – “Help alleviate traffic congestion in Uptown by transforming Uptown into a “park once” district through improved way finding and parking availability.”
- Circulation Action #1 – “Implement parking recommendations for Uptown from the 2012 update to the 2005 Parking Management Study and the Parking Advisory Committee.” The previous parking study specified the need for a parking facility in the south end of Uptown. In 2018, the Uptown Parking Advisory Committee requested that the City initiate a parking needs and facility siting assessment.
- Circulation Action #2 – Preparation of a Traffic Study... Part of strategy #3 of the 2017 Transportation Master Plan included the construction of a new parking garage. The development of a parking garage was included in the “future years” of the FY 20-29 Capital Improvement Program (CIP).





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### COMMUNITY PLAN AMENDMENT PROCESS AND PUBLIC PARTICIPATION

#### PZ 21-00003 (Major CPA, ZC)

This is a Major Amendment to the Sedona Community Plan. By State Law, all Major Amendments must be considered together at one public hearing this calendar year. The Planning and Zoning Commission must first make a recommendation on the proposed amendments, including this one, to the City Council in a public hearing. The Council will consider approval of the amendments in a public hearing. A 2/3 vote of the City Council is required to approve the Plan amendments.

At least 60 days prior to the public hearing notification process for the Planning and Zoning Commission, the City will transmit the amendment proposals to the Planning and Zoning Commission; City Council; Coconino and Yavapai Counties; Northern Arizona Council of Governments, Arizona Department of Commerce and Department of Water Resources. The proposals will also be transmitted to other agencies, utilities, internal City departments and other City Commissions for comment.

During this 60-day period (mid-March to mid-May 2021), the public will have an opportunity to comment on this and other Major Amendment proposals.

In July 2021, plan amendment proposals will move into the public hearing phase. A public notice will be mailed to all City residents and property owners describing the proposals, announcing the Planning and Zoning Commission public hearing, where additional information may be reviewed, additional input opportunities and how the City can be contacted regarding comments and concerns. The notice will also be placed in the paper.

A Planning and Zoning Commission public hearing is tentatively scheduled for July 6, 2021. The Commission may forward a recommendation to Council or they may continue the hearing to another date.

The City Council public hearing is tentatively scheduled for September 15, 2021. The Council may take action or continue the proposal. However, the Council must take action by the end of the year in order to approve the amendment. Noticing for the Council public hearing is the same as that for the Planning and Zoning Commission.



102 Roadrunner Dr.  
Sedona, AZ 86336  
(928) 204-7111  
sedonaaz.gov

April 6, 2021

**SUBJECT: UPTOWN PARKING GARAGE PROJECT**  
**Public (Neighborhood) Information Site Meeting**

Dear Resident/Business Owner:

The City of Sedona invites you to a public information meeting on the Uptown Parking Garage Project on Saturday, April 17<sup>th</sup>, in which you can stop by for an informal meet and greet at your leisure any time between 9 am to 3 pm. The meeting will be located outside on the project site at 430 and 460 Forest Road (just west of the intersection of Forest Road and Smith Road).

Come meet the architect, some of the design team members and city staff involved in the project and peruse exhibits and other informational materials to introduce yourself to the project as well as provide input/feedback on the initial concepts and considerations for the parking garage.

We will have a few small pop-up style shade tents. Should the need arise to move indoors, information will be provided at the project site to re-direct everyone to an alternate meeting location.

All neighbors within 600 feet of the site are being notified of this meeting; however, the meeting is open to everyone. Please feel free to share this notice with anyone you feel may have an interest. If you have any questions, please do not hesitate to contact me at (928) 203-5120, or my mobile at (928) 203-6251. We look forward to seeing you there!

Sincerely,

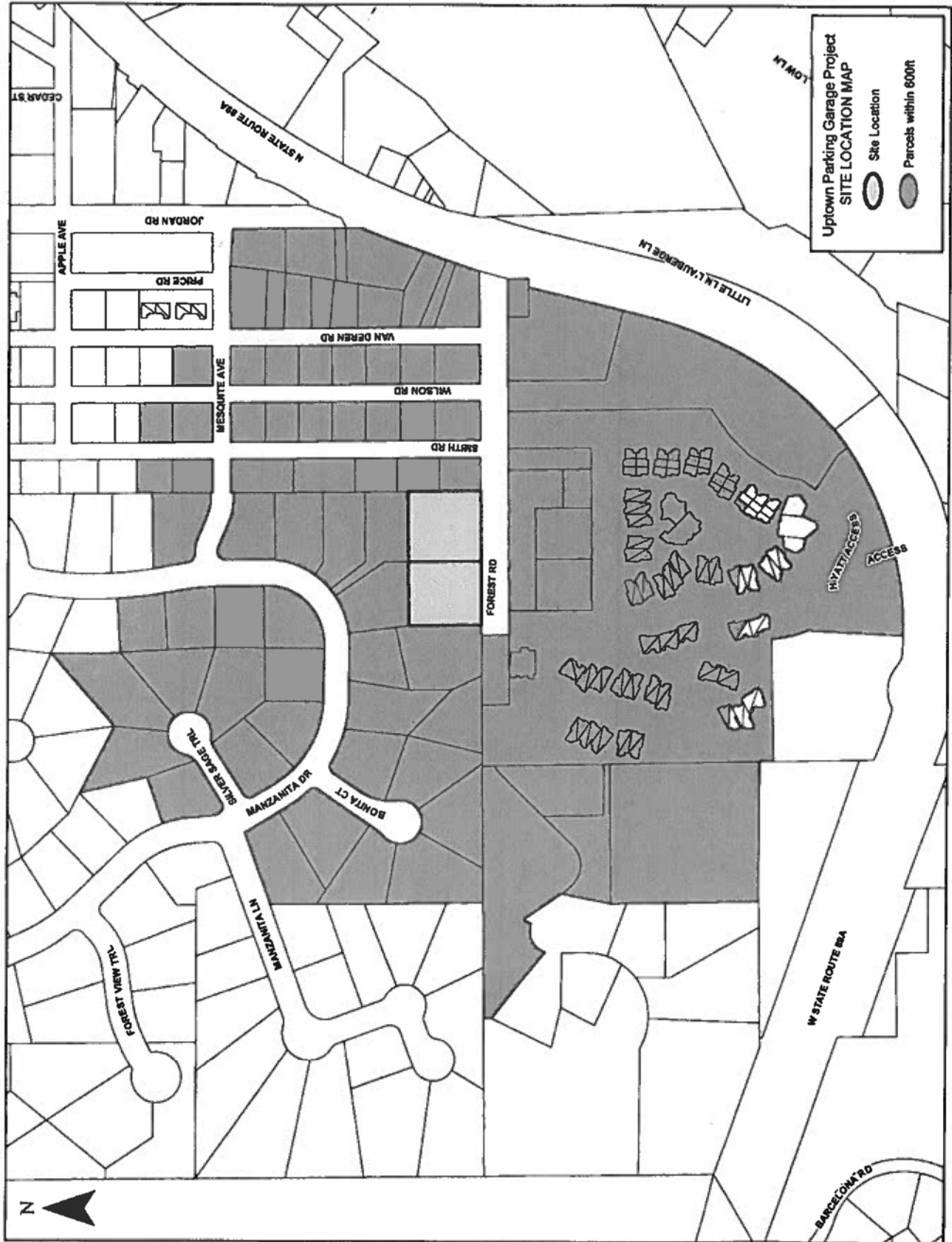
A handwritten signature in black ink, appearing to read "Robert J. Welch".

Robert J. Welch, PE

RW:clp

cc: Karen Osburn, City Manager  
Andy Dickey, Director of Public Works/City Engineer  
Lauren Browne, Communications and Public Relations Manager  
File

Public Works Department





## CONCEPTUAL DESIGN IMAGES

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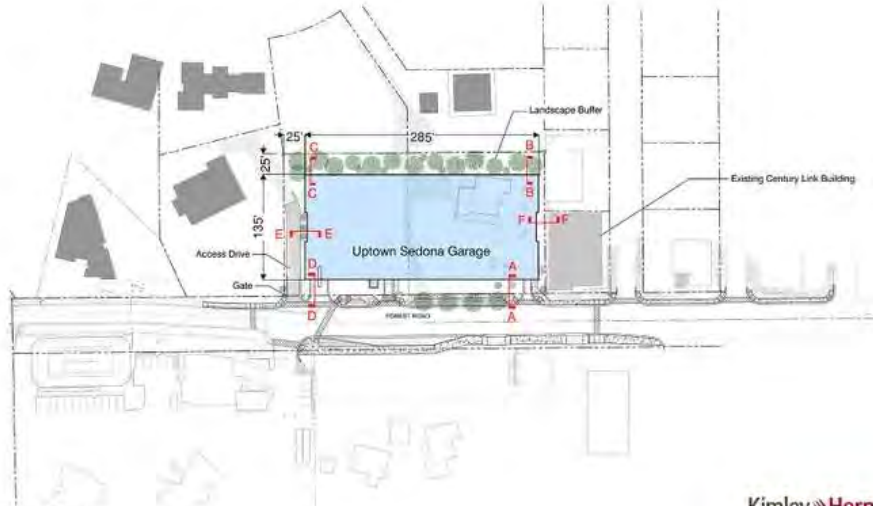
The conceptual design is influenced by the unique physical and cultural environment of the project site.





### Single Story Study | View From Forest Road

Uptown Sedona Garage Concept Study

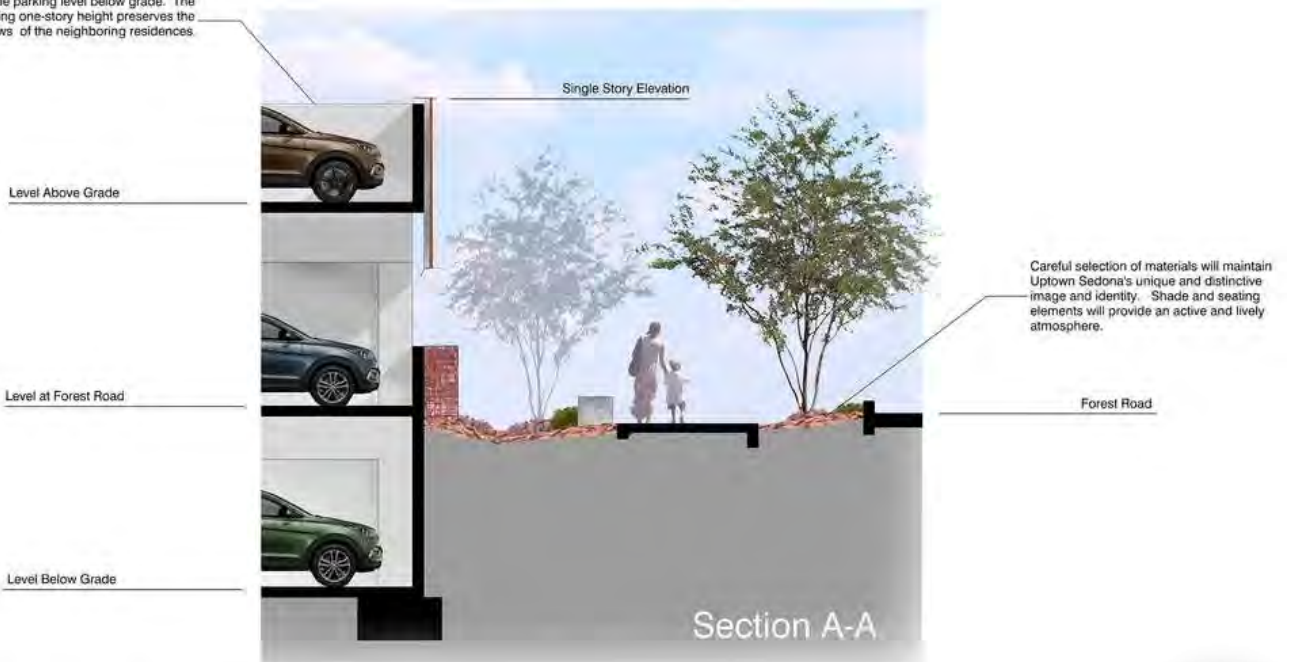


Conceptual Site Plan



A generous landscape buffer is provided to visually screen the garage from the neighboring residences.

The visual scale of the garage is reduced by placing one parking level below grade. The resulting one-story height preserves the red-rock views of the neighboring residences.



### Single Story Solution

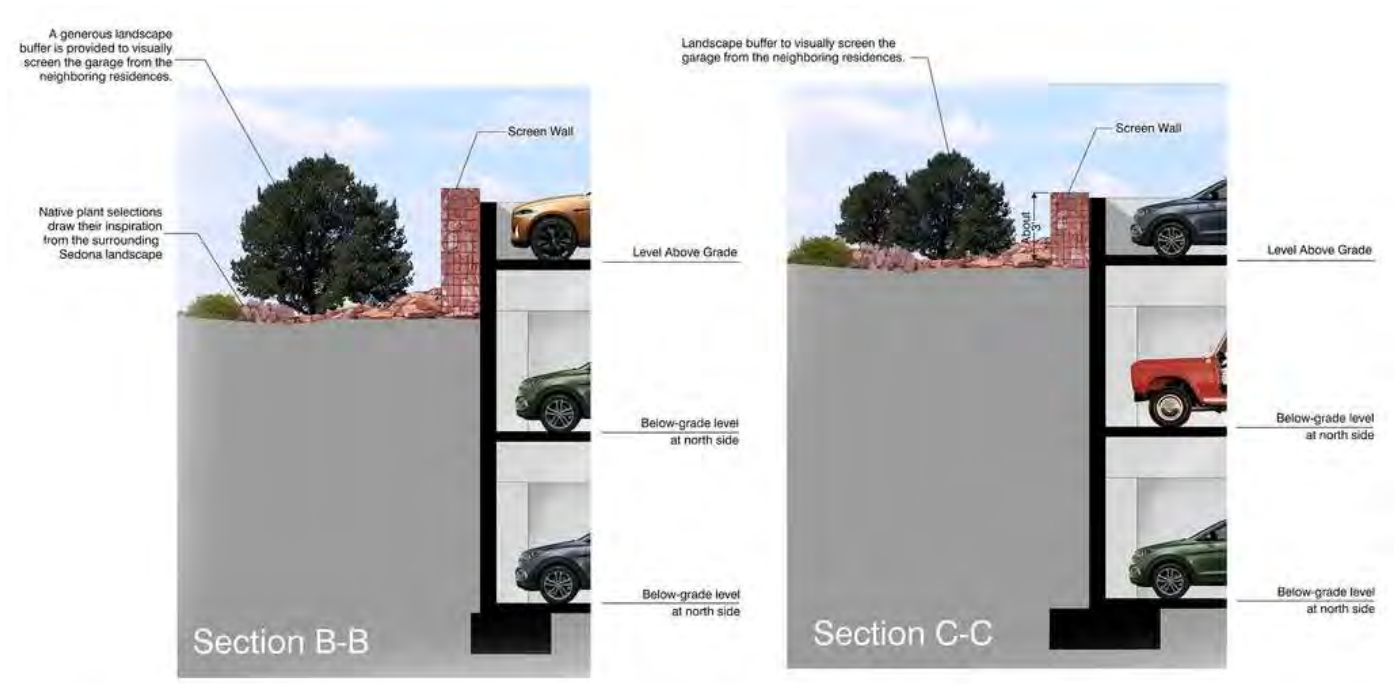
Uptown Sedona Garage Concept Study





The visual scale of the garage was reduced by placing one parking level below grade. The resulting one-story height preserves the red-rock views of the neighboring residences.

Careful selection of materials functions to maintain Uptown Sedona's unique and distinctive image and identity. Shade and seating provide an active atmosphere along Forest Road.



### North Sections

#### Uptown Sedona Garage Concept Study

Landscape is used to visually screen the garage from the neighboring residences.

A significant portion of the garage is built into the hillside, as illustrated in these sectional views.



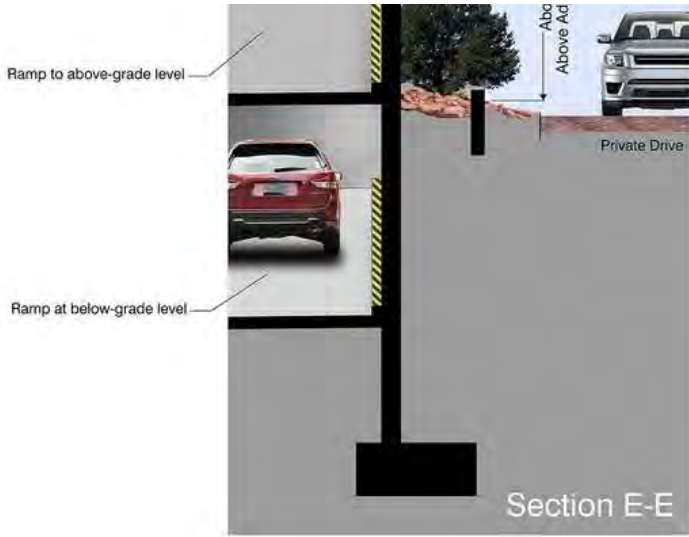


## *South Section*

### Uptown Sedona Garage Concept Study

Below-grade parking maintains a single-story scale across the entire structure.





## *East & West Sections*

### Uptown Sedona Garage Concept Study

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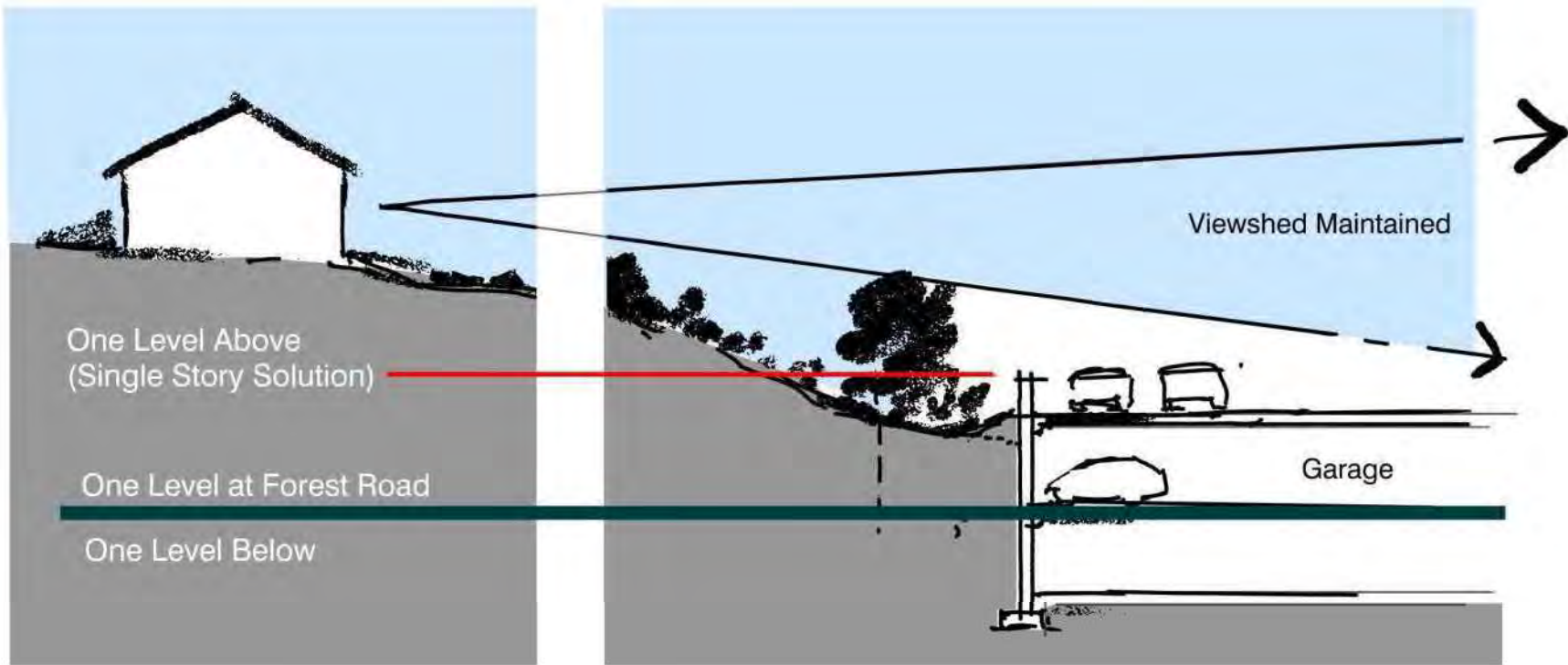
Wall sections cut through the garage at the east and west ends.

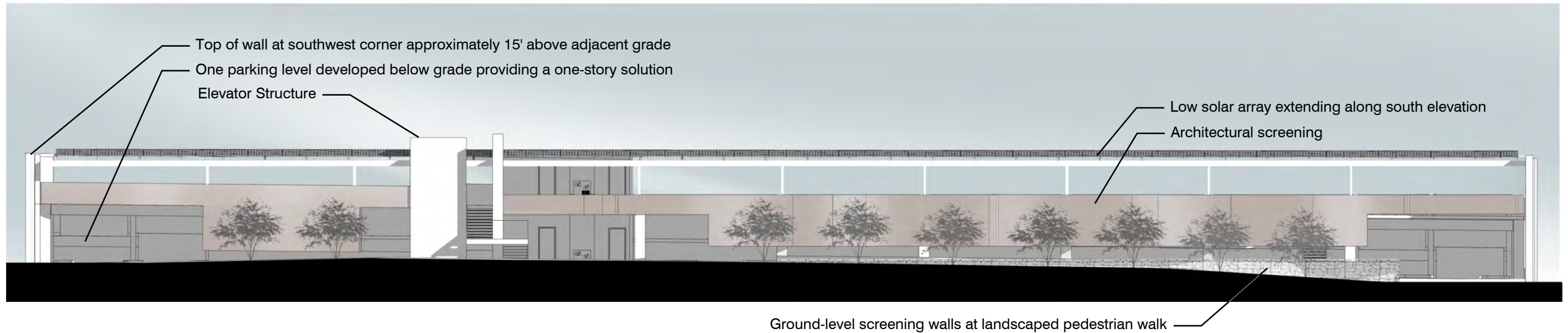
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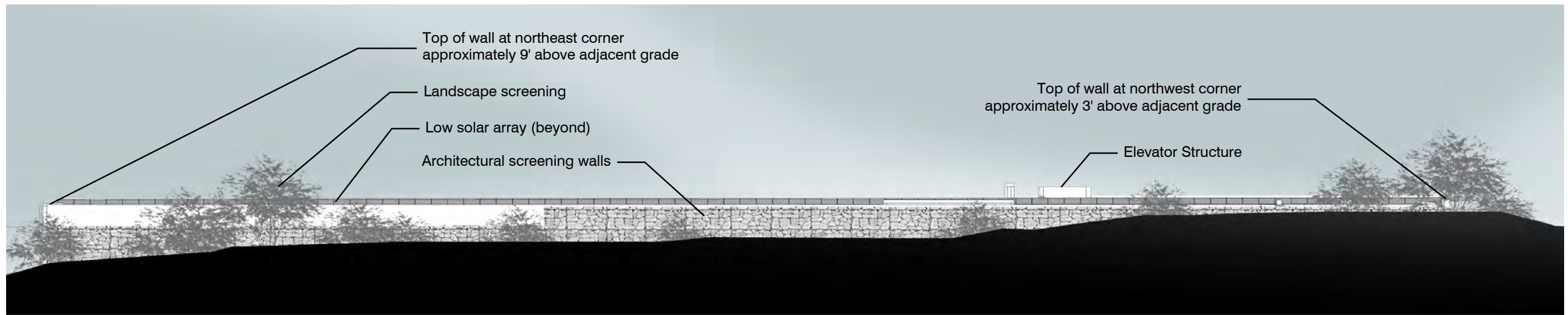




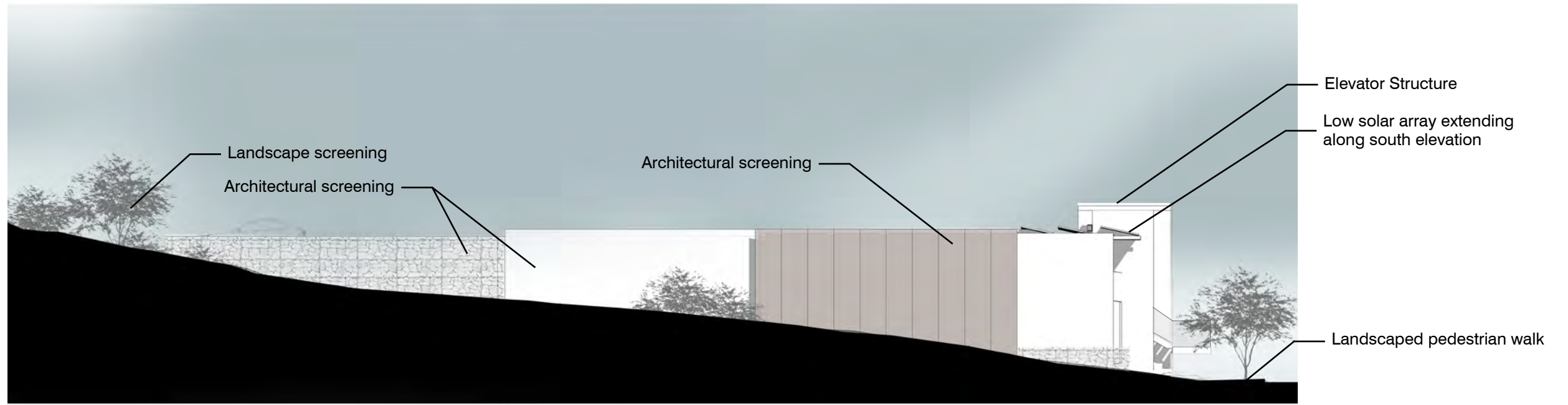




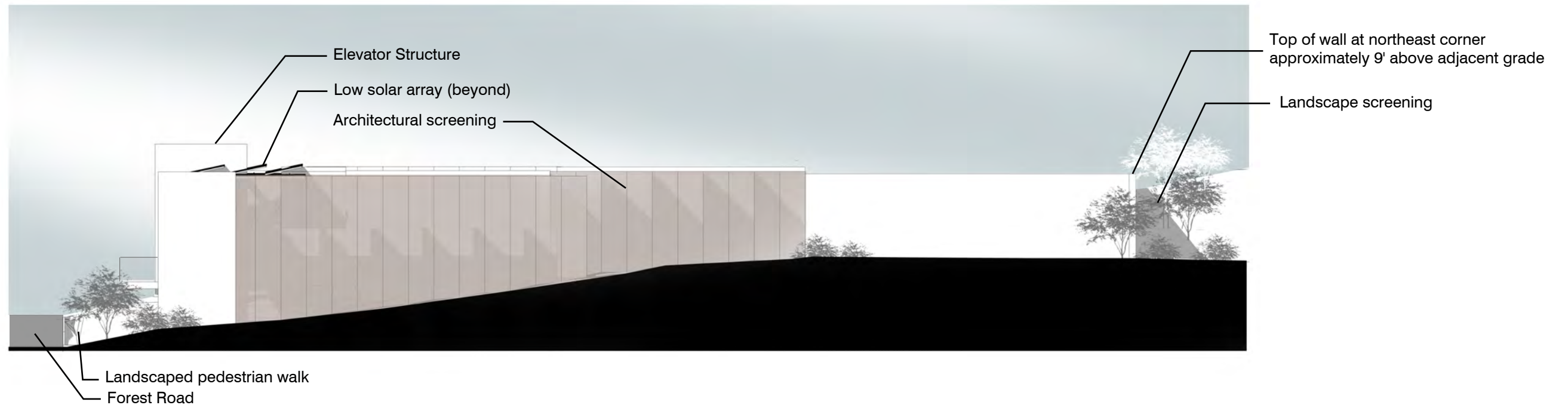
South Elevation



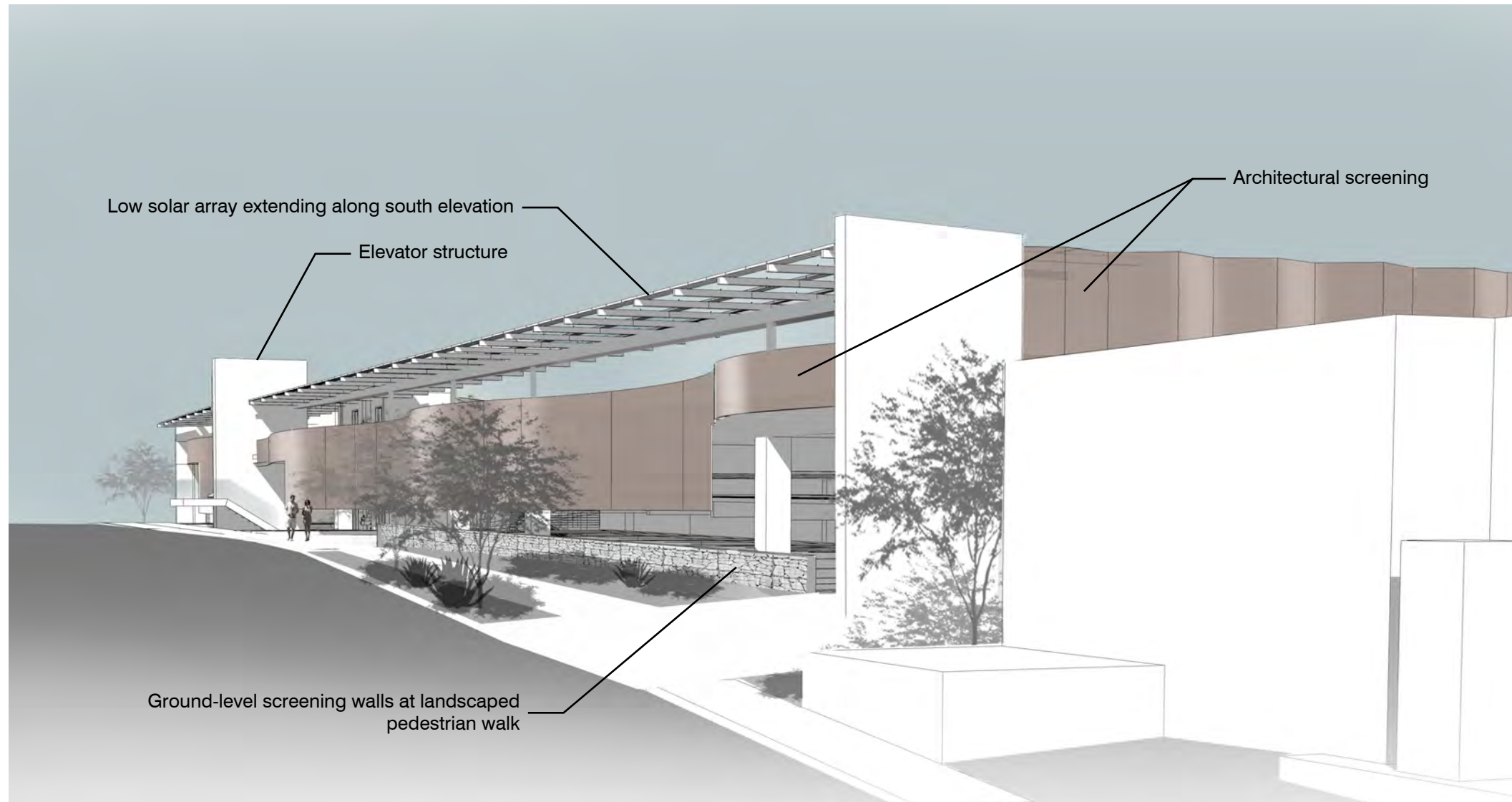
North Elevation



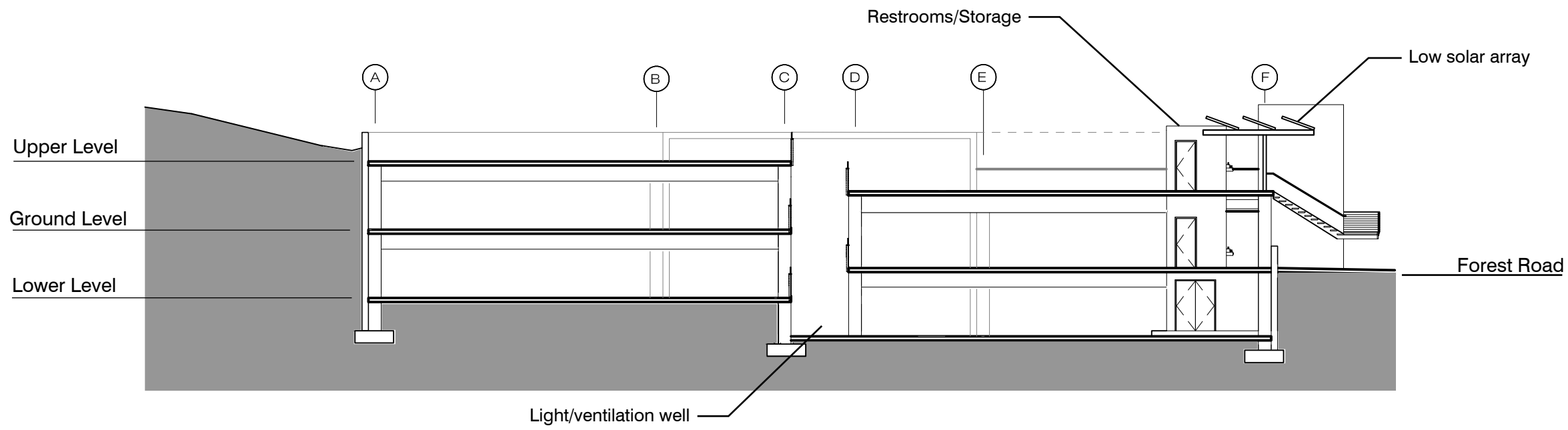
West Elevation



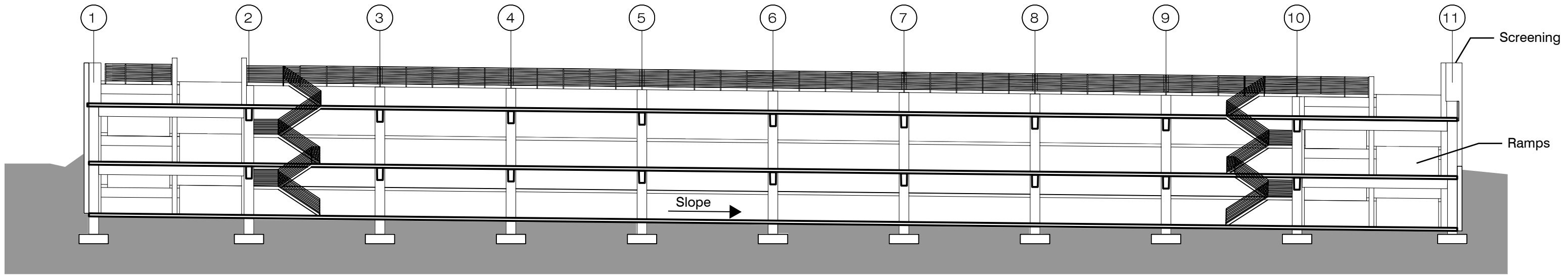
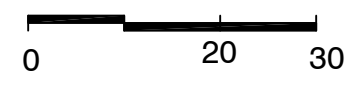
East Elevation



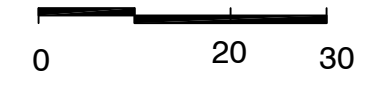
Forest Road Perspective - Single-story Concept



Section A-A



Section B-B





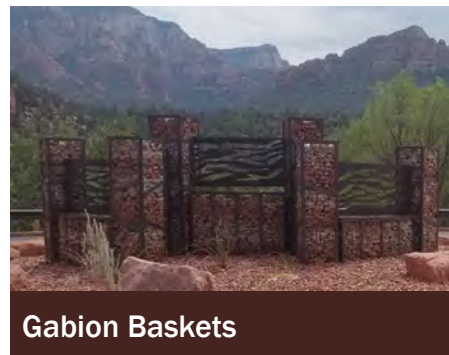
Native Landscaping



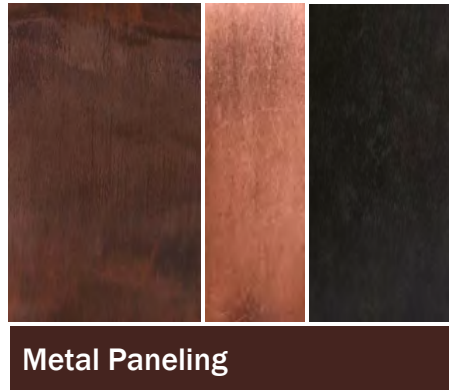
Native Landscaping



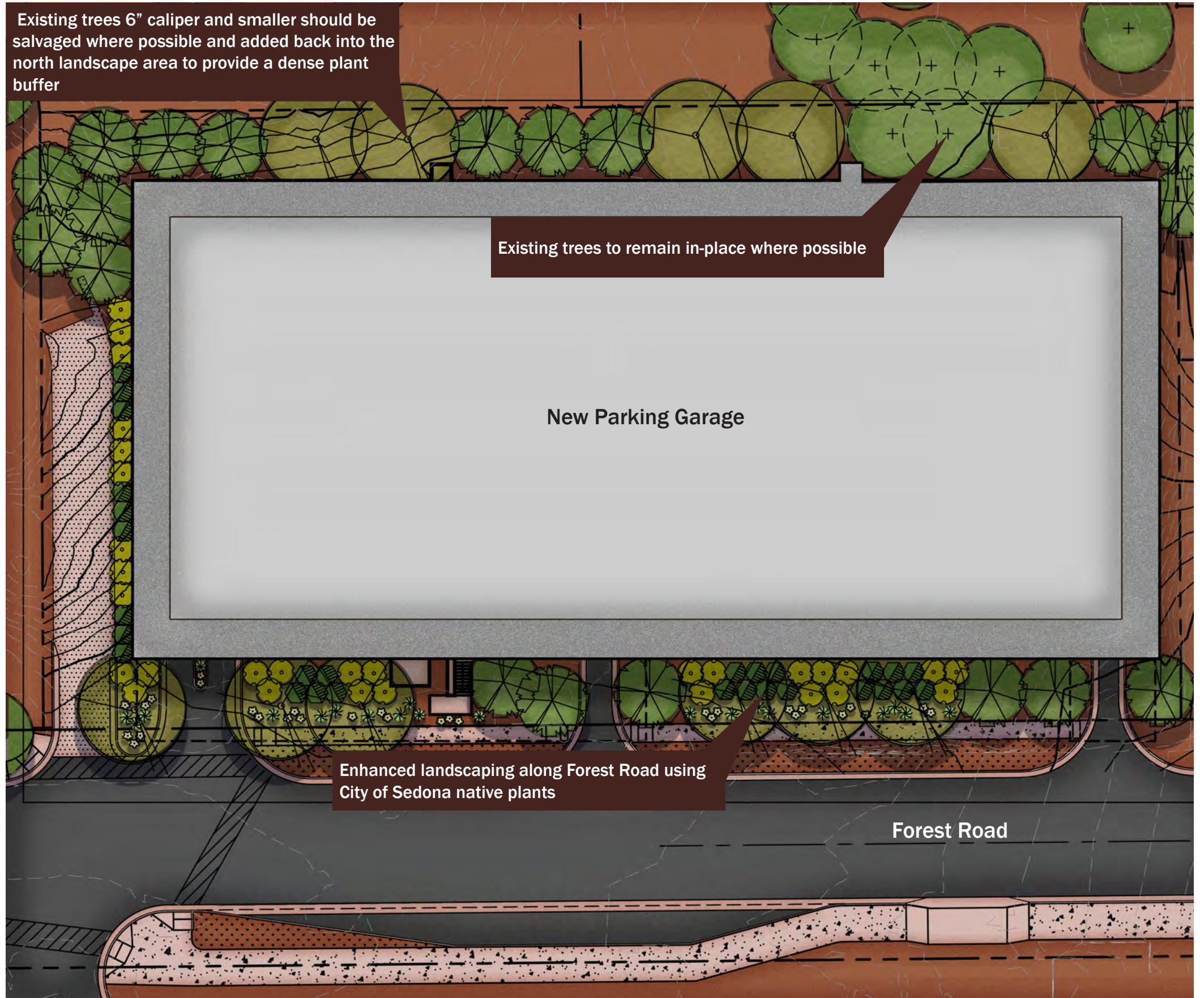
Colored Concrete



Gabion Baskets



Metal Paneling



# Sedona Parking Garage: Landscape Concept



**City of Sedona**

**Public Works Department**

102 Roadrunner Drive Sedona, AZ 86336

(928) 204-7111 • Fax: (928) 282-5348;

Hanako Ueda, EIT (928) 203-5024

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**PZ21-00003 (ZC, MCPA)  
Uptown Parking Garage (Conceptual Review)  
4/1/2021**

**Engineering Comments**

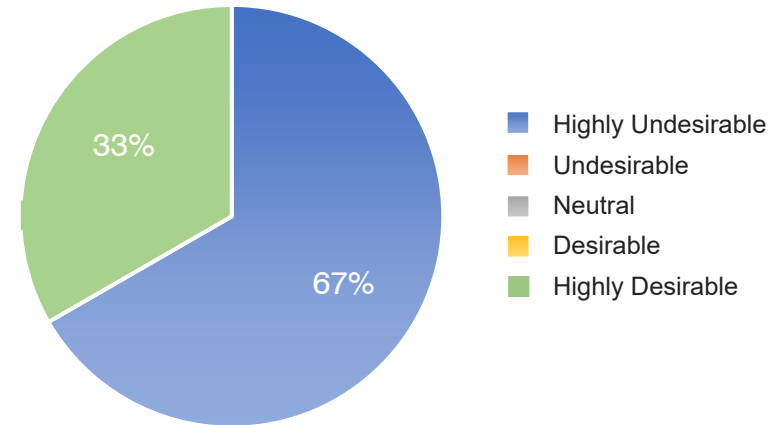
**Please address all comments by the next submittal:**

1. No comments.

***Potential future Engineering comments for Development Review:***

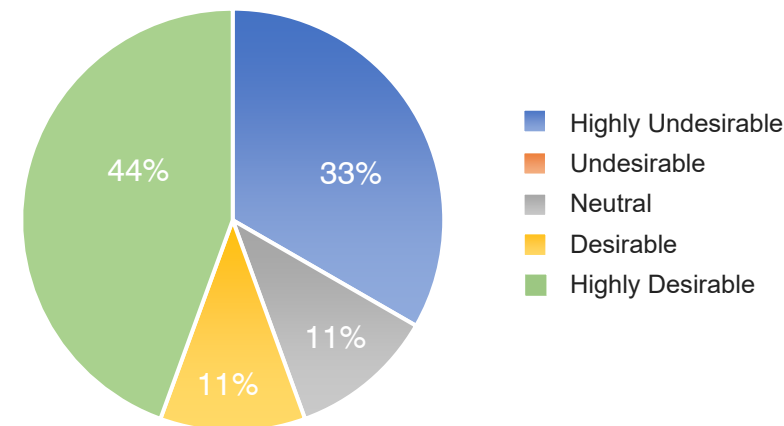
- Please provide a geotechnical report.
- Please provide grading and drainage plans.

**A.** Solar panels that shade the upper level of the parking structure are being considered. This would change the vista across the upper level, screening the uppermost concrete deck and the parked vehicles' hoods/roof tops. Is this screening desirable compared to a view of parked vehicles on the upper level?



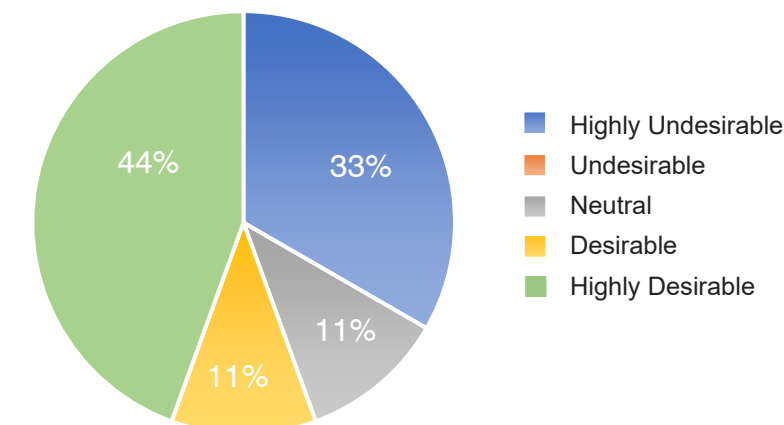
*Over half of the respondents expressed concern regarding the implementation of solar panels on the project. As solar is an important feature, care will be taken during the design process to integrate the solar components in a way that limits the visual impact of the PV system to viewsheds of mountain vistas by neighboring residences. Design options include limiting the number of panels provided and locating the panels in a lowered position along the south building elevation along Forest Road.*

**B.** A Transit/Tour Shuttle Stop is being considered. Please gauge the desirability of adding this feature:



*A majority of respondents favored the inclusion of a transit/tour shuttle stop. 33% expressed concern. Further efforts to communicate the potential advantages of this amenity may increase stakeholder acceptance of the concept.*

**C.** The Transit/Tour Shuttle Stop could provide access to Uptown Sedona businesses. Please gauge the desirability of adding this feature:



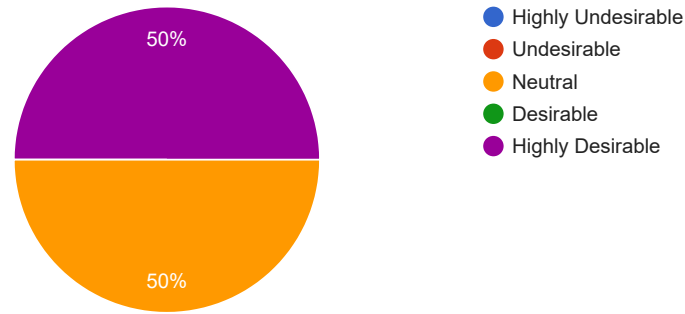
*As above, a majority of respondents favored the inclusion of the transit/tour shuttle stop to support Uptown businesses. A third expressed concern. Additional public outreach may be appropriate.*





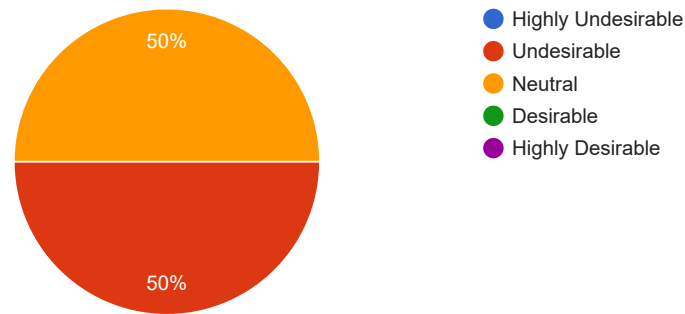
The Transit/Tour Shuttle Stop could provide access to Uptown Sedona businesses. Please gauge the desirability of adding this feature:

2 responses



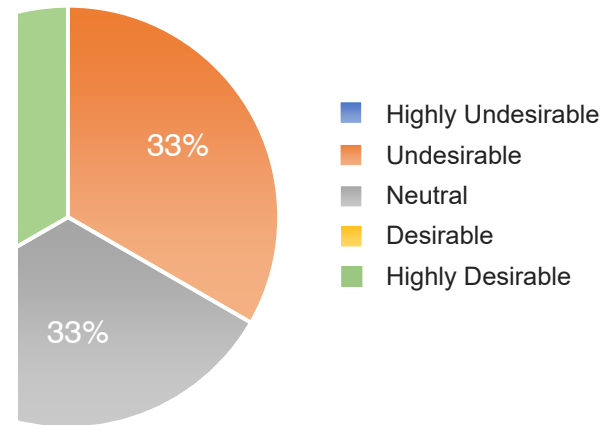
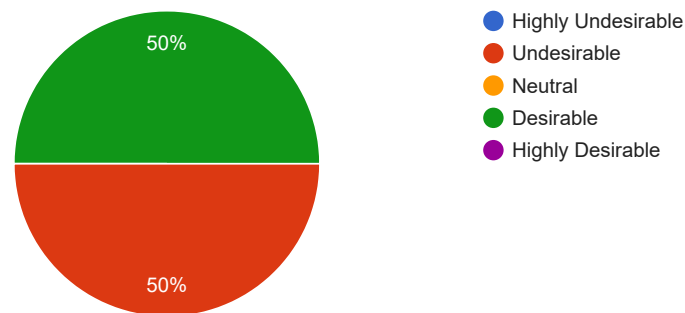
Bike Rentals are being considered at the Garage. Please gauge the desirability of adding this feature:

2 responses

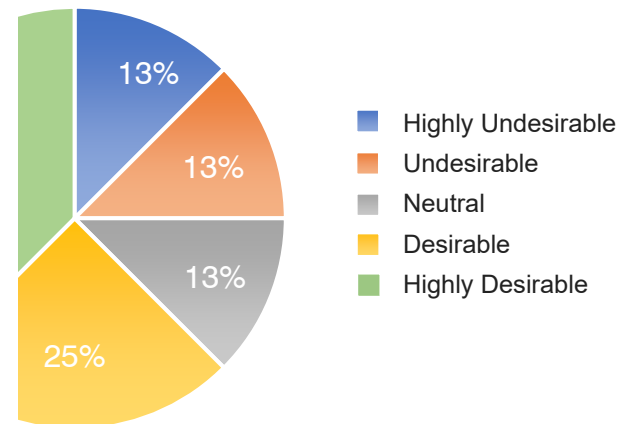


An Elevated Viewing Deck for sight-seeing of the surrounding mountain vistas is being considered for the Garage. Please gauge the desirability of adding this feature:

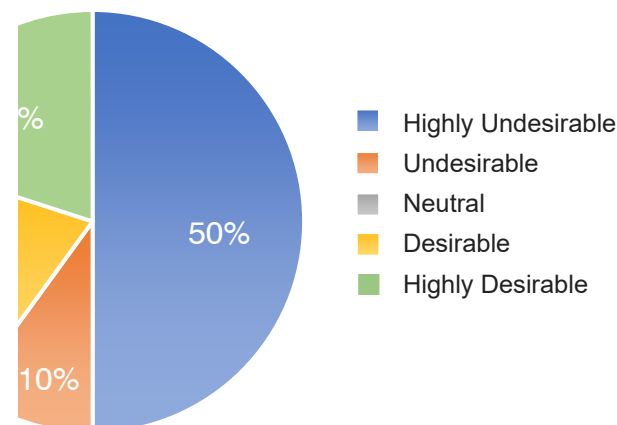
2 responses



Respondents were evenly split between highly desirable, neutral, and highly undesirable rankings. Providing additional information explaining the nature and benefits/impacts of the proposed bike rental operation may help increase understanding.



More than half responded positively to the inclusion of bike lanes. 26% had some reservations. Comments received during to on-site public outreach event suggests that traffic safety concerns may be the source of the negative rankings.

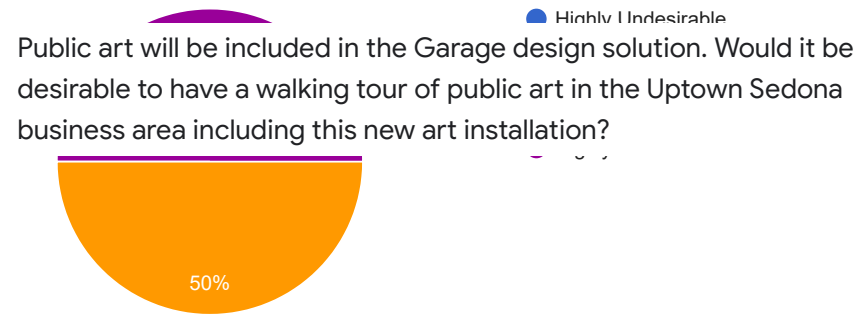


Over half of respondents expressed concern regarding the inclusion of an elevated viewing deck. Foregoing an elevated viewing deck in favor of a deck-level viewing zone is a possible alternate design approach.



The Transit/Tour Shuttle Stop could provide access to Uptown Sedona businesses. Please gauge the desirability of adding this feature:

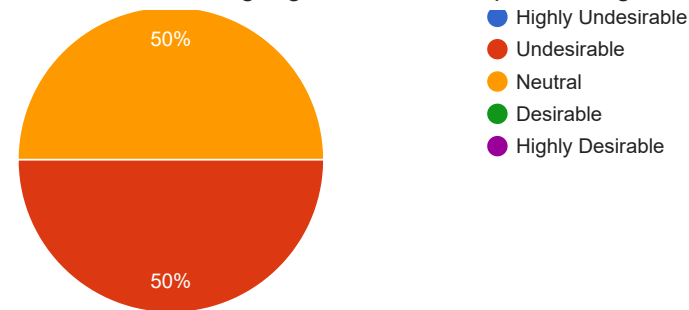
2 responses



Bike Rentals are being considered at the Garage. Please gauge the desirability of adding this feature:

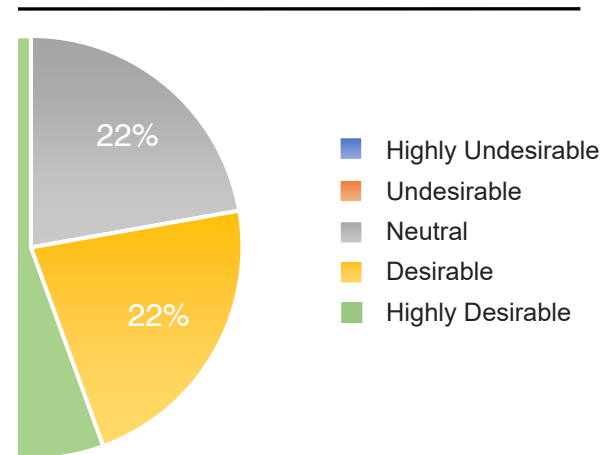
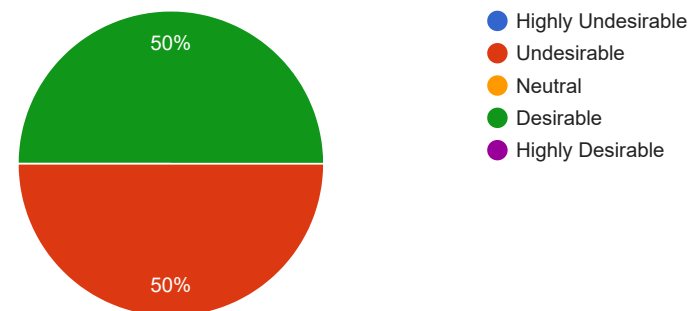
2 responses

Smart phone apps for parking availability and payment are being considered. Please gauge the desirability of adding this feature:

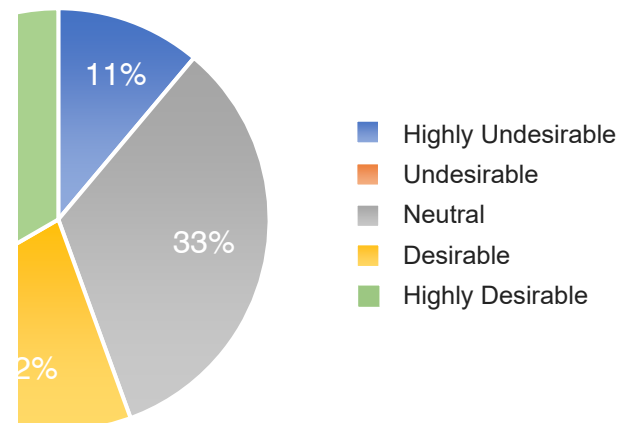


Bike Lane Shaded pedestrian sidewalk and seating areas are anticipated. Please gauge the desirability of adding this feature:

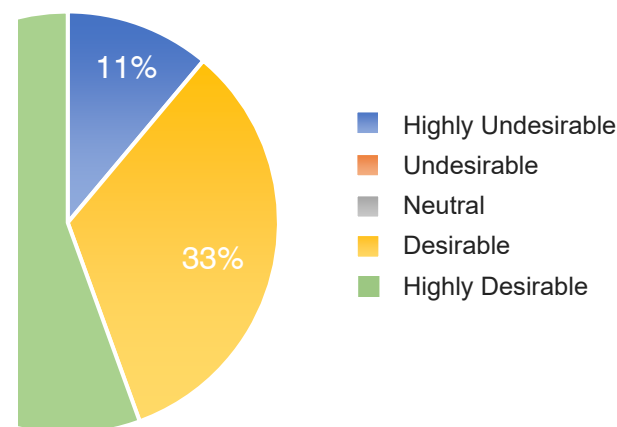
2 responses



Responses to the inclusion of public art in the design solution were substantially positive.



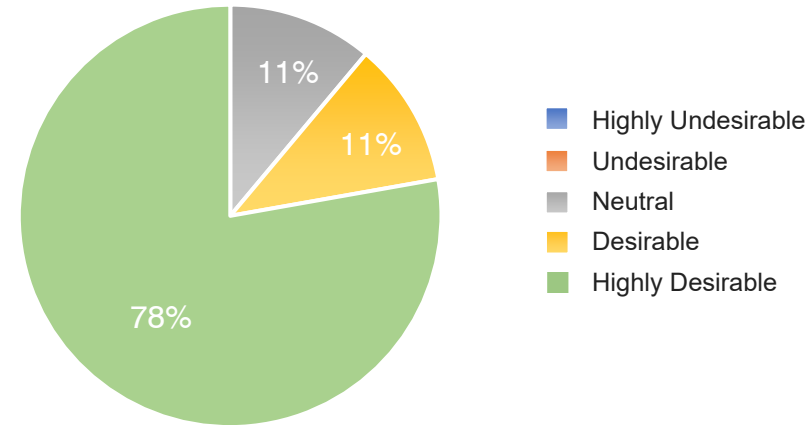
A majority of respondents supported the implementation of smart-phone apps to facilitate parking operations.



Although a small percentage of responses expressed concern, a majority of respondents liked the concept of providing a shaded pedestrian sidewalk and seating areas.



J. Electric vehicle charging stations within the Garage are being considered. Please gage the desirability of adding this feature:



Responses to this question were overwhelmingly positive.

### Stakeholder Groups Responding to Survey

