

**Action Minutes  
City of Sedona  
Planning & Zoning Commission Meeting  
City Council Chambers, 102 Roadrunner Drive, Sedona, AZ  
Tuesday January 18, 2022 - 4:30 p.m.**

**1. CALL TO ORDER, PLEDGE OF ALLEGIENCE, ROLL CALL**

Chair Levin called the meeting to order at 4:34 p.m., led the Pledge of Allegiance and requested roll call.

**Planning & Zoning Commission Participants:** Chair Kathy Levin, Vice Chair Charlotte Hosseini, and Commissioners George Braam, Peter Furman, Kali Gajewski, Sarah Wiehl and Lynn Zonakis.

**Staff Participants:** Kurt Christianson, Cynthia Lovely, Jess McNeely, Cari Meyer, Donna Puckett, and Hanako Ueda.

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

Chair Levin indicated that in the December meeting of the City Council two of our Commissioners were recognized as outstanding volunteers. Commissioner Furman received the Commitment Award for his service, not only on Planning & Zoning but the Public Safety Retirement System and the Citizens Budget Workgroup during the past year, so he was recognized by several departments for his volunteerism and commitment to the City, including Community Development, Finance and HR. Similarly, Commissioner Wiehl was recognized for her additional volunteerism in serving on the Art in Roundabout Workgroup and Nancy Latanzi recognized the Commissioner for her contributions to that group. Chair Levin expressed that she sure the Commission wants to join her in congratulating them.

Chair Levin also announced that she and Vice Chair Hosseini had a Zoom meeting with Jess McNeely and Karen Osburn last week and one topic was the Commission's role when the City brings city-initiated projects forward, which often feel like they are 80% approved by the time they get to us and the awkwardness that we have felt in reviewing them. Karen encouraged us to push through the awkwardness and review them as though the City were a developer. We have some things that are coming up that are city-initiated projects that may have had funds committed to them, design plans already rolled out and other large staff resources applied to them, so we discussed that and she wouldn't say it was completely resolved, but she wanted to let the Commission know that was brought up and it included talking about the garage and mini transit shuttle project plus other CUPs that we may see. Another topic we asked about was the City contemplating extinguishing two CFAs as to when we might see that and what our role would be in that. We mostly wanted clarification about how that could be possible, especially on parcels that might have already seen some development. The two that will come up for this Commission and the Council include Western Gateway and Soldiers Pass. We also briefly touched on the discussion from the Council at their retreat, and we'll circle back to that when we get to that item on the agenda regarding a joint meeting with the City Council. Lastly, we asked for an update on the Arizona Water Company and where they are with respect to their lawsuit, and we were informed that the City has appealed the decision based on – she is going to say there was a ruling, but there was no opinion, no findings of fact.

**3. APPROVAL OF THE FOLLOWING MINUTES:**

**a. December 7, 2021 (R)**

**b. December 7, 2021 (SV)**

Chair Levin indicated she would entertain a motion and a second.

**MOTION: Vice Chair Hosseini moved for approval of the site visit minutes and regular meeting minutes. Commissioner Furman seconded the motion.**

**VOTE: Motion carried seven (7) in favor (Braam, Furman, Gajewski, Hosseini, Levin, Wiehl and Zonakis) and zero (0) opposed.**

*Chair Levin indicated that with the Commission's permission we will move up agenda item 7 for the Update and Discussion regarding the Community Plan Update, so the staff person can leave sooner. There was no objection.*

**7. Update/discussion regarding the Community Plan Update.**

Presentation by Cynthia Lovely and Jess McNeely

Commission's Questions and Comments

**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. 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 criticism, or scheduling the matter for further consideration and decision at a later date.)**

*The chair opened the public forum at 4:50 p.m. and having no requests to speak, closed the public forum at 4:51 p.m.*

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

- a. Public hearing/discussion/possible action regarding an approval of an amendment to a previously-approved Development Review to modify the design and increase the height of the entry canopy at 900 W State Route 89A (Ambiente Hotel). The property is zoned Special Use, is ±3.11 acres, and is located north of State Route 89A in Coconino County near the Airport Road intersection. APN: 401-70-107. Case Number: PZ18-00009 (DEV Amendment) Applicant: Adobe Jack LLC (Mike Stevenson)**

Presentation by Cari Meyer, Planning Manager

Commission's questions of staff.

Commission's questions of Applicant Mike Stevenson (Adobe Jack, LLC).

*Chair Levin opened the public hearing at 5:08 p.m. and Architect Stephen Thompson spoke as the applicant's representative. There were no additional requests to speak.*

*Brought back to Commission at 5:10 p.m.*

Additional questions and comments from Commission.

**MOTION: Commissioner Braam moved for approval of case number PZ18-00009 (DEV Amendment), Ambiente: A Landscape Hotel, 2021 amendments, 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. Commissioner Zonakis seconded the motion.**

**VOTE: Motion carried seven (7) in favor (Braam, Furman, Gajewski, Hosseini, Levin, Wiehl and Zonakis) and zero (0) opposed.**

**6. Discussion/possible direction regarding a potential joint meeting with City Council.**

Presentation by Jess McNeely indicating an offer was made by the City Council to have a joint meeting if the Commission desired that, but they did not identify any specific issues.

Comments by the Chair.

Commission's comments and questions.

Suggestion by the Chair that a future agenda item be for staff to inform the Commission about the CFAs when information is available and that a joint meeting might most likely happen in the context of the Community Plan Update, which can be discussed with staff's recommendation at that time.

**8. FUTURE MEETING DATES AND AGENDA ITEMS**

**a. Tuesday, February 1, 2022**

**b. Tuesday, February 15, 2022**

Cari indicated that on February 1<sup>st</sup>, we will consider a CUP where the City is the applicant to use the parking lot at the Church of the Red Rocks for a trailhead shuttle stop, and there will be the Citizen Participation Plan for the Community Plan Update. On the 15<sup>th</sup>, we plan to have a public hearing for a Development Review application for the Navajo Lofts, which is the parcel in front of the Fire Station, for a proposal to develop 60 rental townhouses. It was acknowledged that Commissioner Gajewski is excused for February 1<sup>st</sup>.

**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 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.*

**10. ADJOURNMENT**

Chair Levin adjourned the meeting at 5:33 p.m. without objection.

I certify that the above is a true and correct summary of the actions of the Planning & Zoning Commission in the meeting held on January 18, 2022.

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Donna A. S. Puckett, *Administrative Assistant*

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Date